

NMSU Employee Council Employee Council Meeting Agenda
March 14, 2019
Milton Hall Rm. 85 at 2:30PM

Members Present In Person: Milen Bartnick, Jennifer Chandler, Hwiman Chung, Tim Darden, Monica Dunivan, Marisa Fowler, Anne Gallegos, Anne Hubbell, Keith Mandabach, , Karena Pirtle, Louis Sandoval, and Dacia Sedillo

Members Present Online: Linda Beavers, Gary Bond, Courtney Castle-Chavez, Thaddieus Conner, and Cynthia Pelak

Alternates Present In Person: Letty Gallegos, Vandeen McKenzie (for Marisela Marquez)

Alternates Present Online: Juanita Garcia

Guests Present in Person: Christina Schaub

Guests online: Tammy Chaffee and Greg Smart

1. Call to order - 2:32

2. Approval of Quorum - confirmed

3. Welcome to any first time new members and guests

Everyone went around and introduced themselves and where they are from. Everyone welcomed by Sonia.

4. Approval of minutes from February - Motion by Louis, second Monica, approved
All reviewed minutes.

5. Benefits update – not present

6. Meeting with President – ERB, Held on Monday, March 4:

Had meeting last March 4. Information shared on email about meeting. Letty asked if there was any follow-up action. They are currently talking with ERB. There is a new form that was sent out. Only need to have it notarized if you have a spouse on it. It was sent through Faculty Talk. Concern that the actions are random and our action items on the letter to them were specific. When will we have an answer specifically? Sonia did email Dr. Jones and received no response. Sonia will send her another email. Will ask for information and about the form. Marisa is concerned that information about major changes, like the new form, are not being sent out. We are all concerned about the lack of communication.

We want a letter sent to employees that says tells them that we (EC) did to address this situation. Anne put it on Faculty-Talk but otherwise we are not communicating it to everyone.

Pres. said that he is taking care of it so we are letting him do that. Sonia is going to ask Dr. Jones to send out information on the forms to all faculty and staff.

Milen discussed concerns about other forms the ERB does not have. Like a new hire form that is missing. Milen was told they would find out what happened with the form and get back to Milen but did not get back to him. In meeting with Dr. J and Pres EC officers communicated concern over not having enough resources and Dr. J said they do the best they can. When asked why we don't keep forms on files like other organizations the response was "It is a copy and why would we keep it since ERB doesn't accept copies. No reason to keep it."

We were asking for proof that forms are submitted (Marissa F). Sonia they said it is not their job. Letty, stated that we need to know what their job is. Milen: there is no money to hire people in HR given red state of university. Karla said that to change your address you have to snail mail it with soc sec. number. Others concerned about this as well.

Concern from Jennifer: she doesn't know if form is missing for her. Sonia, they have a large stack of forms that are not entered yet. ERB – "working on it." Letty: concern over the past issues, information incorrect on the ERB cite. President Floros is aware that this is bigger than NMSU.

Louis: You have to go online on ERB site to see what you have. He called them and asked who his beneficiary was and found that there are errors in his file. He waited on hold for 40-45 minutes to talk to a person. Very helpful when he talked with them, though. Keith: When he started at NMSU it was recommended not to use ERB. Monica: only faculty can make that decision. Hwiman asked if we can have something digitally. Hwiman called them and found that wife's name was wrong. He called HR and they blame ERB and ERB blames HR. Is there a way to have a joint digital system? Sonia: No, they won't accept anything electronically. You have to send any changes in paper. It could be a budgetary decision or legislature decision may be needed to get ERB to get a better system. Hwiman: NMSU could do this inexpensively. Monica: there is no force to do anything. Until there is pressure on ERB and NMSU to change, there will not be a change. Other colleges may not know about this.

There are big issues with ERB. Milen: workshops may be helpful, refreshers. For people who are retiring to help with all their paperwork shifts and changes. Marissa: do we have a timeline for when workshops will happen?

Sonia: follow up email, asking first about the form, letting people know about it and about workshops. And other concerns for us. Also timely response to phone calls and emails. Louis: do they mention this in new employee orientation? Sonia: she asked about adding a discussion on the beneficiary form to the New Employee orientation. General discussion: Many remember filling out forms with other paperwork when hired but did not remember notarizing anything. We need to know what they are going to do and when (NMSU and ERB). ERB is not giving us information. We are not getting any information from ERB or NMSU HR. Biggest problem is that ERB is not communicating.

Hwiman: if you have excess to mynmsu.edu, we can access information there. Faculty have ERB and TIAAFF, why don't we have pdf files there in our file? He didn't know that his wife's name is wrong.

Milen: why can't we have information on how to name a beneficiary on a webpage, or have tutorial videos (Marissa).

Anne G.: once you retire with ERB, it is almost impossible to get information. Everything you used to be able to access is gone. It essentially says you're retired, that is it. Last year she did not get information for taxes. You can't request your tax forms through ERB. Big gap for retirees. She filled out two forms for beneficiary and now it says that she has no beneficiary. But, it is hard to get that information. If recently retired there is more money in account so you need a beneficiary. You can get "in" but cannot see anything.

General discussion: ERB site is cryptic, very hard to make sense of. And we don't get paper statements from ERB anymore. In meeting with President and Dr. J, Milen pushed for "advocacy," "we are customers and we deserve better." Response he received at the meeting: we are working on it but can't say anything publically. Letty: But how long do we wait? We need a date. Sonia will ask about dates

Faculty Senate: Keith – they started to discuss it ERB, they talked about the great job Sonia and Milen were doing and we will stay tuned for this. Memorial is still there. They had a meeting with the Pres. And are working through it. Working with Employee Council. Sonia and Becky met and said let's take a step back yet the President wanted to talk about the new plan and he did talk about the bill for if you have a spouse and no beneficiary, the spouse is automatically the beneficiary.

Has anyone talked with the Union Rep.? No

Let Sonia know if you have any other concerns to add to Sonia's list on follow-up.

7. EC town hall – NMSU Leads 2025 – Monica and Sonia

a. Monday, March 18 at 3:30-5 PM – DOM 109. For everyone, staff, students, and faculty.

Chancellor will be leading one at DACC East Mesa campus at same time, he will be going to all community colleges.

Pres. Floros will be at NMSU DOM 109

b. Volunteers – Need volunteers to walk mics up and down. Sonia will MC it. Wear your Employee Council shirt and Letty has list for needed shirts. Louis can try to make it.

8. Founders Day Committee:

Date: 04/26/2019

We have go-ahead for theme: "50th Pan Am" We will be honoring Barbara Hubbard. We will also be honoring Mark Medoff. Two Legends to honor. Committee meetings tomorrow at 8:30 am. We are requesting a nacho bar, but that is up in the air right now.

Milen: A Mountain Award, this is presented at Founders Day event. Yesterday we had one nomination. Is there anyone on the committee to pick someone to win award? Monica, there is a committee for this. Recognition Committee takes care of all awards. Nom. Form is open until March 31, 5 pm. It has been on hotline and Sonia sent out an email again yesterday. She sent it to the community college staff as well. Let Milen or Sonia know if you are interested in serving on the committee.

9. Committee Reports:

Diversity Council (Keith): missed last meeting but will get info to us. They are very involved that the executive in charge of Diversity.

Athletic Council: Our Pistol Pete is not Frank Eaton. We are not authorized to print our old Lasso Larry. They were not involved in anything to do with the statue.

Alcohol Review Committee (Connor): Keeping the good times responsibility flowing.

Annual Leave (Monica): Discussed three options – 21 days with no tiers, 21 days with lowered tiers, and no changes. We had four options – included 20 days and lower tiers. That one is gone. Jennifer: Have to take leave by June 30 instead of September. This makes it hard on people and departments but it is not changing. Louis: you can transfer 6 days over to your retirement every year, starting in 2020. A Bill that was passed. When you retire you can use that toward your retirement. For every 6 days that you put you can retire 6 days earlier.

David – new committee IT and Data Security, Privacy, and Compliance Committee. Vandeen is on it! So we have a representative. Marissa will add this to our list of committees on line.

Conflict of Interest Task Force/Committee: Met in Dec. and will meet again. They are looking at changing the Conflict of Interest form.

Naming Committee (Sonia): no meeting

University Administrative Council (Sonia):
UAC meeting March 12 - Update

These were approved

- a. Proposal for new ARP 12.71 – Academic Facility Space Utilization and Scheduling
- b. Revised ARP 12.75 – Facility Space Use Management and Procedures
- c. Revised ARP 12.70 – Use of Non-Academic Facility Space, Generally
- d. Revised ARP 10.60 – Resolution of Faculty Grievances
- e. Revised ARP 7.75 – Process to Determine Ineligibility for Rehire Status

- f. Revised RPM 2.44, Associated Students of New Mexico State University (ASNMSU)
- g. New ARP 2.44 - Associated Students of New Mexico State University (ASNMSU)

Reminder that Employee Evals due April 30, 2019
Staff evals. will look different in the future
Talked about shortening the year for evals.

Changing of Grade Point proposal. Committee on FS, Faculty Affairs Community met and rejected. Hurt the students. People were shocked that we don't have the same Grade Point system. Need to have consistency from class to class in how grades are decided. Anne G. may be an issue with Adjunct professors. Anne H. suggested FS come up with a committee?

Regents: We have a new chair and new officers/regents. Go to BOR.nmsu.edu Discussed who was nominated and elected.

Sustainability (Milen) Council: Met to select officers and are looking to better define the council's role and are working on their vision statement. The council met to appoint new committee chairs and co-chairs. The group will be looking at its vision statement and structure. A task force was formed and looked at our current situation at NMSU, Locally, and nationally to determine where we stand. This group hopes to better define the council's role and includes students.

They are gathering information and findings to develop a vision statement to be in alignment and hopefully not duplicating efforts to get work done. They would like to prioritize and validate efforts to give leverage when addressing our campus groups.

The council hopes that when priorities align, there will be recognition and maybe there can be some grant funding to assist efforts. The group feels that NMSU is lacking in the ability to execute and there is a disconnect because of budget. That being said, outreach is important, and bridging the gap with the disconnect.

They are looking at web presence on the university homepage and other group pages, as other universities had bigger online presence including videos showcasing the institutions efforts.

NMSU needs to catch up on 0 waste, compost, campus gardens.

The council hopes to get Marketing and Communications involved to help foster earth stuartship and healthy living. Many of these efforts have been going on for years but the council feels they are not showcased.

The council is still trying to figure out where the new managerial role lay in terms of hierarchy.

Lots of different schools are being looked at for ideas to address issues and how the council decideds to tie this all into 2025. Emerging disciplines and new curriculum that does not exist could be a key area for new job growth and careers for our students.

Lastly, senate bill 489 has a good chance of passing that says by 2040 there is a goal of attaining 80% of our energy from renewables. The state is at things like a 4 year plan for climate change and our city is looking at a new action plan for being greener.

10. New Employee Orientation

a. Updates from presenters Marissa: it went well. Date didn't work for some. Courtney: it went well for me too, people are excited about Employee Council. Anne H. needs the schedule.

b. Volunteers

11. Announcements

Milen will bring information from Linda to next meeting

Basketball will be in finals, women and men, both in the finals. Women play at 1:00 pm and televised.

12. Adjournment – motioned to adjourn Milen, seconded and Milen approved. Adjourned at 4:02 pm

Next Meeting: Thursday, April 11, 2019