

NMSU Employee Council
Employee Council Meeting Agenda
April 11, 2019
Milton Hall Rm. 85 at 2:30 - 4PM

Members Present In Person: Kim Albright, Milen Bartnick, Linda Beavers, Tim Darden, Monica Dunivan, Marissa Fowler, Anne Hubell, Keith Mandabach, Marisela Marquez, Louis Sandoval, and Sonia White

Members Present Online: Gary Bond, Courtney Castle-Chavez, Thaddieus Conner, Katherine Landers, Cynthia Pelak, Karena Pirtle, and Karla Volpi

Alternates Present In Person: Letty Gallegos (for Anne Gallegos), Anthony McGlone (for Dacia Sedillo)

Alternates Present Online: Julie Correa (for Jennifer Chandler), and Humberto Morales

Guests Present in Person: Armando Molina (NMSU HR/Benefits), Ricardo Rel (NMSU Government Relations), and Tiffany Rivera (NMSU Government Relations)

Guests online: None

1. Call to order: 2:31 PM
2. Approval of Quorum: Confirmed
3. Welcome to any first time new members and guests: Welcome to Anthony McGlone! Tiffany Rivera, Ricardo Rel, and Armando Molina. EC committee members introduced themselves as well!
4. Approval of minutes
 - a. March: many mistakes, Anne will fix it, and resubmit it to Sonia, Monica, and Milen.
 - b. Approval with changes: Motion approve (Louis), second (Marissa), all passed
5. Benefits update – Armando
 - a. At our last meeting we had concerns that we had not received emails from Dr. Jones and Sonia asked Dr. Jones. She responded to Sonia and Armando will cover this too in his report.
 - b. Armando: we are continually working with ERB. ERB is sending out notices to employees and NMSU did not want to create more confusion so NMSU HR did not send out information at the same time. The new ERB form (form 42), which has been revised as of March, will be the form going forward. No notary needed if a spouse is your dependent. Otherwise you need to get form notarized. ERB

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will send any incorrect forms back snail mail to employees with a coversheet to address what is incorrect. About 100 (on March 15) NMSU employees with errors have been notified by NMSU HR about what is missing/needs to be fixed. The list of 100 employees came from ERB. NMSU HR is sending batch beneficiary forms to ERB either once or twice a week. They get sent through certified mail with a return receipt. After beneficiary form gets to ERB, employee has to check 30 days after submission (to NMSU) to see if form has been added. Who to send forms? Either ERB or NMSU. If it goes through NMSU HR, they are keeping a copy in personnel file. NMSU HR also keeping a tracking form and will give employees a receipt when you turn in the form. If an employee mails a beneficiary form directly to ERB, then they should bring NMSU HR a copy to put in their benefits file.

- c. Milen was happy with level of detail and system he saw in place for these processes in HR/Benefits.
- d. Instructions coming from NMSU HR? Part of the confusion, employees don't know how this is going to work. We have been getting mixed messages.
Armando: we can send something out.
- e. Any communication that form has changed? People are not getting this.
Armando: that was sent by ERB. NMSU HR can send something on this. We just don't want to cause confusion.
- f. ERB will communicate about future errors, NMSU HR had list (100) of previous issues to contact.
- g. Sonia: ERB now has 2-3 forms per person so Dr. Jones was waiting for things to settle down a little bit to reduce this confusion. If you have a copy of the new form and sent a copy to ERB already, take your copy to NMSU HR.
- h. ADDRESSES: sometimes ERB has correct addresses for some people and ERB does not seem to know if people are married or single. ERB gets address information from NMSU. You have to send a copy of marriage license or divorce certificate to ERB for this to be updated. Forms are online through ERB website but everything is sent to ERB through snail mail.
- i. A new employee data form needs to be completed every time you change positions at NMSU. But, when you retire, NMSU HR audits your file to make sure everything is correct.
- j. Beneficiary payout if you retire: there are three options you choose from. It would be helpful for employees know about the choices and how they work. ERB used to do workshops and they have not done one in a while. Armando: we did

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ask them to come down and help process forms for employees. They said they could not do that. We can ask them to come give information.

6. Legislative Update - Ricardo Rel and Tiffany Rivera

- a. We have a handout – see handout!
 - i. APPROVED: \$47.8 million in new General Appropriations and Capital Funds
 - ii. Gov. approved a 4% raise for everyone. But NMSU needs \$4.4 million to give this raise to everyone. Needed to raise tuition and fees to cover the shortfall.
 - iii. Question: what about those who make more than \$200,000, should they still get a 4% raise? Answer: Everyone gets the 4%. Some discussion on Grad Student salaries and market driven salaries being higher. Ricardo: Gov. intended for everyone to get a raise.
 - iv. Minimum wage going up to \$12/hour
 - v. Question: if someone dies and there is no beneficiary, does NMSU get the money back they invested? Answer: no, money stays in ERB.

7. New Employee Orientation

- a. Volunteers: We have some spots open to do New Employee Orientation, please volunteer!
- b. Flyer: We have a flier that Letty made and Sonia will give them to Greg.
- c. Next Orientation is April 15th Anne is up next. Please sign up for open dates. Encourage new employees to come to EC and remind them that they don't have to be a voting member to attend. We want them to come! If they want a voice and want to know what is going, they should come!

8. Founders Day Committee (Sonia, Vandeen, Marisela, Letty, and Tim)

- a. Date: 04/26/2019 from 11 to 1 at Traders Plaza: Save the date went out. Posters and fliers are in the making, should have tomorrow.
- b. Aggie legends: Barbara Hubbard (will be there) and Mark Medoff (wife will be there). Committee will purchase parking for guests. Sonia is reaching out to family and Amy Lanasa to see if they want to write up something to say at ceremony.
- c. Will have some vans for rides from other campuses

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- d. A mountain award update: completed, thank you to those on the committee who helped!
 - e. Anything else?: FOOD? Nacho bar. Chicken or ground beef. Cookies instead of gelato this year.
 - f. Volunteers? 10:00 am come then. Wear EC shirt! Monica has a couple shirts if needed.
9. Committee Reports – We have people on committees, she can send the list out, and we need to let her know if people want to continue on that committee they are serving on if they want to serve on a different committee.
- a. Sustainability Council (Milen): Met on April 2:

Meeting was interesting. The council chair announced that Allison Jenks will be onboard in two weeks and will be occupying the position Joni Newcomer left.

Ryan May from ANMSU announced work on a community garden in collaboration with NMSU Housing. Plots are available to all students and staff. Fees are assessed for spaces that get out of hand. The garden is in front of cole village and OFS also has a hand in this project. Contact info for this project is Ryan May from ASNMSU at the moment.

The rest of the meeting was a presentation from El Paso Electric by Lisa LaRocque. The presentation included a few collaboration projects that involve NMSU and building a micro grid. There was some talk of battery technology and the storage of energy. El Paso Electric discussed its projects with solar panels, the various data on what alternative energy sources are helping to create energy for the needs in our area and what El Paso Electric is doing to add alternative energy sources to its energy generation portfolio. Every year they see growth for energy needs in our market, and they are also seeing times with peak events that they tend to not like to see. It was an interesting presentation, I didn't know they purchased as much of the energy from the grid that they do.

Rosa Sandoval from Housing and Residential life discussed the year end move out of students and all the efforts to ensure things that could be used rather than thrown out could be donated or gathered. Housing does not have the resources to do all the movement of items and reached out for assistance. We recommended getting in touch with local area charities that could take the materials off our hands as a way to help, but the logistics of the project seemed overwhelming in relation to how soon the campus

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moves will happen and the lack of resources to get this situated. I recommended they contact the President's Office given the scope of the project.

- b. Diversity Council (Keith): Met with President Floros and had a discussion on Diversity Officer at NMSU. Diversity Council is concerned about this because the dominate ethnicity/race takes overall the different diversity programs when we have one Diversity Officer. The Diversity Council also wants the Diversity Officer to report directly to the President, not the Provost. The President also talked about other approaches to improving diversity including NMSU recruiters going to recruit a wider area, including out of state. Pres. and Chancellor believe we need to improve education in the state to make it more inviting to High School Students.
- c. Admin Council (Sonia): Sick leave – you can purchase your time and it goes to earned credit (6 days a year), Issues resolved for Libby Leask, 4% raise is a given so merit, Provost candidates site interviews starting in late April, and DACC Pres. hiring process is almost to site visits. Question on leave and answer: Pres has the proposal for increasing annual leave but he has to work through raises first.
- d. ASNMSU (Sonia): “On us” campaign is going to continue. ASNMSU is also going to continue to push through the elimination of fractional grading. Faculty Senate has voted against it changing fractional grading system. Emerson and ASNMSU will bring it back to FS. ISSUES: fractional grading not consistent across departments, A+ not counting above 4.0, etc.
- e. Regents (Sonia): Tuition and fees increase discussion: Initially there was a motion for a 2% increase. Sonia explained to Regents that we had a decrease even though there was a small raise last year because of increase in insurance premiums. 2% voted down and 6% increase was passed. QUESTION: what about the health insurance tiers. Monica is looking into this. Sonia has also talked to President about how they changed people's titles so that they didn't have to pay them per the Mercer report. President Floros was not aware of this.

10. Announcements:

Louis: lots of stuff happening. Go to games!

11. Adjournment, motion to adjourn (Letty), Louis seconded. All voted yes to adjourn

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Next Meeting: Thursday, May 9th, 2019