



University of New Mexico

STAFF COUNCIL MEETING

April 17, 2012

SUB, Lobo A&B

Members Present: Elsie Baldwin, Marsha Baumeister, Nissane Capps, Michael Chavez-Kerr, Bob Christner, Mary Clark, Marjorie Crow, Renee Delgado, Theresa Everling, Mike Gatchell, Gene Henley, Merle Kennedy, Karen Kinsman, Ana Parra Lombard, Karen Mann, Cindy Mason, Suzanne McConaghy, Linda McCormick, Shannon McCoy-Hayes, Lee McGehee, Kathy McKinstry, Amie Ortiz, Mark Reynolds, Ann Rickard, Joni Roberts, Tom Rolland, Fred Rose, Michael Snyder, Bridgette Wagner-Jones, Chelsea Beth Walker, Tracy Wenzl and James Wernicke.

Members Excused: Elisha Allen, Carol Bernhard, Rhonda Bofman, Janisha Garcia, David Luna, Andrea Rodgers, and Candy Romero.

Members Absent: Natalie Bruner, James Clayton, Maria Daw, Annabeth Fieck, Nancy Gettings, Carolyn Hartley, Susan Hessney-Moore, Lisa Kiscaden, Juan Larranaga, Andra McClung, Debbie Ruiz and Josh Saiz.

Parliamentarian: Adam Hathaway, Professional Registered Parliamentarian, excused.

Call to Order: at 1:03 p.m. by Speaker, Linda McCormick.

Agenda, approved with changes.

Minutes of March 20, 2012, approved.

Constituent Comments: Vice President, Helen Gonzales commented on the 403b account for benefits eligible employees.

Executive Committee Report, Shannon McCoy-Hayes: Continuing items of discussion in the Committee include ERB, employee benefits and compensation. Proposed language changes to UBP Policy 8210, Tuition and Related Fees, was approved by the Committee. Proposed language changes to UPB Policy 3300, Paid Time, are still being discussed. Councilor Candy Romero volunteered to serve on the Alumni Relations Homecoming Planning Committee. Staff as Students, hosted by the Student Success Committee, was a success and attendees reported that they are pleased that this event will continue. The purchase of marketing materials for the Staff Council was approved by the Committee. Dean of Students, Kim Kloeppel, has been invited to speak to the Councilors in June about the Campus Safety Initiative. Because of her retirement from UNM at the end of April, 2012, Councilor Marsha Baumeister was recognized for her service to the Council.

President's Report, Mary Clark: It has been reported in the newspapers that NM Tech, NMSU and CNM will give raises to their employees in fiscal year 2013. At UNM, raises are not being discussed. Instead, a one-time pay supplement for all employees is under consideration. After fall enrollment figures are calculated, a decision will be made about whether or not to annualize the one-time pay supplement. Clark requested that the Student Success Committee focus on how staff can assist the University in retaining students. The Staff Council Committees are gearing up for Staff Appreciation Month, which will be bigger and better than ever before.

Speaker's Report, Linda McCormick: Certificates of appreciation were presented to the outgoing Precinct Councilors.

Special Orders, Karen Mann: The 2012 Precinct Election Report was presented. Mann moved to approve the report. The report was approved by the Council. Mann informed the Councilors about the process of electing a new Executive Committee, which will be done in May, 2012.

Guest Speakers: Ray Sykes and Matt Maes, Co-Chairs of the Web Advisory Committee spoke about the Social Media Guidelines for UNM.

New Business: None.

Committee Reports:

Career Development, Nicole Dopson: The Committee is working on designing an employee mentorship program, similar to what is already established at HSC.

Communication, Mark Reynolds: The Committee is working on updating the Council's Brochure and is working on marketing materials for the Staff Council.

Compensation, Suzanne McConaghy: The Committee worked on revising the tiers for insurance premiums. Their current project is developing a Manager's Performance Review.

Employee Rights & Policy Review, Bridgette Wagner-Jones: After a short hiatus, the Committee is active and seeking members.

Environ, Linda McCormick: The Committee is working on ways to raise money for campus trees and will hold an eWaste Collection later in the year.

Government Relations, Merle Kennedy: The Committee promotes good relationships with the state legislators, ERB, Faculty Staff Benefits Committee and UNM administration. The Committee works in conjunction with the Faculty Senate Government Relations Committee and the UNM Government & Community Relations Office.

Health Sciences Center Staff Councilors, Suzanne McConaghy: When the Faculty Senate created an HSC Faculty Council, the HSCSC was formed. The members meet regularly with Pug Burge, HSC Chief of Staff, and their goal is to enhance the role and visibility of HSC staff and to build a community to exchange ideas.

Parking & Transportation, Ann Rickard: The Committee deals with issues related to parking and transportation around the campus.

Rewards & Recognition, Kathleen McKinstry: The Committee organizes the annual Staff Picnic, the PAWS Award, the Jim Davis Staff Council Award and the Gerald W. May Outstanding Staff Award. The Committee is also actively planning events for Staff Appreciation Month.

Rules & Elections, Karen Mann: The Committee works on rules and elections for the Council. Currently, the Committee is in the process of revising the Council's ByLaws.

Student Success, Shannon McCoy-Hayes: The Committee hosts Staff as Students and the Pancake Breakfast. The Committee just completed the Read to Me community service project. The Committee is also working on professionalizing student success best practices by possibly developing some formalized training through EOD.

Councilor Comments:

Marsha Baumeister thanked the Councilors for the opportunity to serve with them.

Mary Clark commented about how Councilors can help recruit members for Staff Council Committees.

Linda McCormick commented on how important it is to communicate with constituents.

Bridgette Wagner-Jones asked if the questions Councilors submitted last month regarding employee benefits, specifically health insurance, were answered by HR.

Motion to adjourn, adopted at 2:15 pm.

Minutes submitted by Kathy Meadows

The meeting, in its entirety, can be viewed by going to <http://staffcouncil.unm.edu>.

To: Staff Council

From: Rules and Elections Committee
Karen Mann, Chair 

Date: April 16, 2012

Ref: 2012 Precinct Elections

The 2012 election to fill thirty precinct (P) seats on the Staff Council was conducted during the week of March 26 -March 30, 2012. Twenty seven (27) seats were filled. Precincts 12, 25, and 27 remain vacant as no candidates ran or submitted their name as write in candidates for these precincts. Voting was done electronically for all precincts; in addition, staff in grades 2-5 were given the option to use a paper ballot instead as the Rules and Elections Committee believed that this group of employees may not readily have computer access to vote electronically. The survey software tallied the electronic votes and generated reports to Kathy Meadows, Staff Council Office. These reports were available for review by the Rules and Elections Committee when it met Monday April 2, 2012 at 10:00 am to count the paper ballots. A total of 4,635 staff received the invitation to vote.

One write in candidate was received for each the following precincts: 5, 9, 11, 20, 21, 26 and 28. Because there were no other candidates running in these precincts, the write in candidate was declared the winner for the precinct and filled the vacant seat. Precinct candidates who received an equal number of votes and tied for the highest number of votes were contacted by Kathy Meadows to invite him/her or their designate to the tie breaker meeting on Tuesday, April 3, 2012 at 11:30 am. In accordance with the Staff Council Election Code, the tie breaker was determined by drawing cards. The winners for these precincts are: Rick Goshorn (precinct 1) and Frances Rico (precinct 6). The winners for each of the precincts is attached to this report.

All of the candidates who were not successful in their bid for a precinct seat were offered vacant grade seats where possible and were given information on working with Staff Council through the various committees. Kathy Meadows notified all elected candidates and invited each to observe the April 17, 2012 Staff Council meeting. Councilors representing precincts will be formally seated at the May 2012 meeting of the full Staff Council. Protests to the election had to be filed with the Staff Council Office by 5 pm Monday, April 9, 2012; none were received.

Three of the Rules and Election committee members was a candidate for precinct representation and were excused from counting of ballots and determination of tie breakers.

The Rules and Elections Committee reports the election results as set forth on the attached document and respectfully moves the Council to ratify the results.

Staff Council Precinct Representatives, 2012

Precinct 1
Richard Goshorn

Precinct 2
Emily Arzate

Precinct 3
Marjorie Crow

Precinct 4
Kenneth Carpenter

Precinct 5
Anne Burtnett

Precinct 6
Frances Rico

Precinct 7
Lisa Kiscaden

Precinct 8
Carol Bernhard

Precinct 9
Justin Walters

Precinct 10
Amie Ortiz

Precinct 11
Marie St. Claire

Precinct 12
VACANT

Precinct 13
Renee Delgado

Precinct 14
Daniel Weems

Precinct 15
Mark Reynolds

Precinct 16
Karen Mann

Precinct 17
Mary E. Clark

Precinct 18
James Wernicke

Precinct 19
Bridgette Wagner-Jones

Precinct 20
Gina Urias-Sandoval

Precinct 21
Natalie Bruner

Precinct 22
Theresa Everling

Precinct 23
Theresa Jastrzemski

Precinct 24
Joni Roberts

Precinct 25
VACANT

Precinct 26
Juan Larranaga

Precinct 27
VACANT

Precinct 28
Suzanne McConaghy

Precinct 29
Katherine Turner

Precinct 30
Danielle Gilliam