EMPLOYEE LIFE COMMITTEE AGENDA & NOTES
1/9/2014

Mission Statement: “The Employee Life Committee will serve as advocates for equitable staff compensation, career development and mentoring, employee wellness, and policy review.”

AGENDA AND MEETING NOTES:

• Review and approve meeting notes from 12/5/2013; First Marie St. Clair, second by Gloria Carol. Motion carries unanimously. (Terry and Kathy…Double check emails for feedback)

• Cat Leave: status
  • Terry Horger and Kathy Turner were not able to set up a meeting with Magdalena in Human Resources before the Christmas break. We will set up a meeting before the February meeting.

• Veterans Affair Department – Scholarships: Discuss and report
  o Discuss VA scholarship program
  o Type of fundraising
  o Target audience
  o Amount to raise
  o Etc.
  • Provost
  • Student Affairs
  • President’s office
  • Follow up:
    o Gloria Carol will write a letter to request funds. Tried to make it as flexible as possible.
      o She feels that the statistics are very important. Vet Resource Ctr has to set up a scholarship.
      o This takes time so we need to work with VRC and get the paperwork going as soon as possible. (Terry will contact Mandy Dykeman)
    o Sponsorships: Southwest Airlines (Katherine), Kirtland Air Force Base (Joaquin) and Marie St. Clair will work with the ROTC; Kathy needs statistics for Southwest Airlines. They will not give to UNM but they will give to veterans. Marie will continue to work with the various ROTC groups. (Marie will go to the meeting with Student Affairs and all the ROTC Directors will be there next week.)
    o Statistics: Kathy Turner and Gloria Carol will work on these; Gloria will follow up with Carol Bernard
    o This will be a joint project with the Student Success Committee (per Renee Delgado)
    o Carla Sakiestewa will talk to Ly Flock about a date and details for the dinner; Carla has a handout with details for the dinner. The total number attendees can change but the price will not. We need to get money from the President’s office, Provost, and Student Affairs.

Letter requesting support – Think Big!
Carol Bernard: has access to OIR data for the number of staff vets. *We need to find out the vets who are students. (Terry will contact VRC)*

Also, an organization under [www.yankeebrats.com](http://www.yankeebrats.com) wants to be involved.

Diversity:
- Faculty and students are being considered in the Strategic Plan on North Campus; but staff is not being included.
- OEO has legal requirements for diversity by “underrepresented”. However, there is less diversity at the higher levels of staff.
- Joaquin will talk to Dr. De Leon about the status of the Strategic Plan-follow up

Stella Ramos wants to discuss benefits for retirees: Popejoy, gym, library, tuition remission, email; *(Stella) will work on for the February meeting.*

**NEW BUSINESS:**

**FMLA:** *(See Ann Burtnett’s email)*
- Do employees know and understand about FMLA?
- Why does the Bursar charge for insurance? Employees need to be made aware of this that insurance will still have to be paid for.
- What ELC and SC needs to address is the lack of understanding of their own policies.
- Should we contact Jewel Washington and Emma Gonzales Moore
- Why is there not a checklist and training for managers and supervisors.
- *(Terry) Contact Kathy Meadows and ask her to have Jewel Washington or Emma Gonzales make a presentation about FMLA and why can’t a staff person get the information they need from HR. Have specific examples of constituent issues.*

**NEXT MEETING:** The next meeting will be February 6, 2014 at Noon at the Faculty/Staff Club.