**Staff Council Standing Employee Life Committee Minutes**

**Committee Name:** Employee Life Committee  
**Meeting Date and Place:** April 16, 2015, Faculty/Staff Club  
**Members Present:** Brad Beck, Anne Burtnett, Terry Horger, Gloria Carol, Marjorie Crow, Carla Sakiestewa, Ignacio Saavedra  
**Members Excused:** Deirdre Markham  
**Members Absent:** Joaquin Baca  
**Guests Present:** None  
**Minutes submitted by:** Terry Horger and Anne Burtnett

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

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<th>Subject</th>
<th>Notes</th>
<th>Follow-Up</th>
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<tbody>
<tr>
<td>1</td>
<td>Approve Agenda</td>
<td>N/A</td>
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<td>2</td>
<td>Approve Minutes</td>
<td>Approve 2/19/15 minutes: Motion to approve by Anne Burtnett; second by Marjorie Crow. The motion passed.</td>
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| 3 | Old Business | 1. Town Hall: attendance, results, speaker feedback  
*Recap by Anne. Five tabling organizations, new people.*  
2. Rob Burford in the Dean of Students office is reviewing the campus traffic issues as they relate to safety, i.e., longboards, bicycles, etc. |
| | New Business | 1. As a member of the ELC, what skills do you want to share in order to advance the committee’s mission statement?  
- **Brad:** research  
- **Gloria:** not going to be a Councilor as of next month; retiring at the end of the year.  
- **Ignacio:** expertise in resources and information for disabled employees.  
- **Kathleen:** admin, logistics, flexible (what do you need?)  
- **Carla:** HR experience, management, research, computer, purchasing. Huge advocate of accountability.  
- **Marjorie:** promotion of what the committee is doing and does.  
- **Anne:** persistence in finding out information to share with other staff; updating policies. |
| | | 2. What (3) goals do you personally want to work on pursuant to the committee’s Mission Statement? Review the examples sent by Anne via email as possible goals.  
- **Brad:** Performance reviews (HR mgmt. practices-peer performance reviews, 360 degree; Dean’s and/or supervisor reviews)  
- **Gloria:** policies and procedures are lacking and/or confusing. Use the DOJ feedback to make improvements. ELC spearhead an effort to get to the upper administration regarding policy and procedure improvements. See numbers regarding people who have left UNM--and why. Based on exit interviews...people left due to lack of management.  
- **Ignacio:** Disability resources and information. Works in Enrollment Management...makes less that the median income ($42K). Got feedback from people in his department. Provide a one-time increase for the average income.  
   - *(Per Gloria, 4 years ago, administration lookedk|
at staff who had been working for at least 10 years and brought them up to the mid-point of their grade.)

- **Kathleen**: policy review for outdated policies (do research on outdated policies). Staff is subsidizing tuition by the lack of increases for staff.
- **Carla**: Abuse of employees: management skills lacking, policies not being able to be taught, and low retention. Leads to bullying, clickishness, where does staff goes to get the help they need. Lack of sustainability in terms of what staff is paid.
- **Marjorie**: working conditions. Manager in her area was so bad that many people left.

3. Who will be willing to do research by checking with other universities before the next meeting? Anne is going to check on what Arizona State University’s staff organization does.

4. Others said they would do some research so we will contact them mid-month to see what has been done.

5. Recruiting for the committee membership: Gloria (her staff); Carla (from her precinct)

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### Next Meeting

**Tuesday, May 21, 2015; Noon-1pm; Faculty/Staff Club**

Meeting adjourned 1:00pm

### 3 top goals

1. Retention: supervision, audits, pay
2. Policy and procedures: outdated, SOP’s that change
3. Salary review for those under the median range