### Staff Council Standing Committee Minutes

**Committee Name:** Employee Life Committee  
**Meeting Date and Place:** August 20, 2015, Faculty/Staff Club  
**Members Present:** Terry Horger, Anne Burtnett, Brad Beck, Deirdre Markham, Patricia O’Connor Navrot, Ignacio Saavedra, Audrea Padilla, Marjorie Crow, Gloria Carol Navrot  
**Members Excused:** Felicia Rider  
**Members Absent:** Brad Beck  
**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>
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<td>1 Approve Agenda</td>
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| 2 Approve Minutes | See meeting notes from May 21, 2015.  
Motion to approve: Anne Burnett  
Town Hall on North Campus:  
Talk to Jodi Perry about her committee organizing this.  
Bullying Policy:  
See the new Regents signing of the LoboRESPECT policy which includes Bullying Policy 2400 being adopted as part of the culture of UNM.  
Julia Fulghum just received an NSF grant to go into all of the units to provide information about the resources for bullying, etc.  
Is she working with LoboRESPECT? Anne will check with her. |
| 3 Old Business | Top 3 Goals:  
1. Retention: supervision, audits, pay  
2. Policy and procedures: outdated, SOP’s that change  
3. Salary review for those under the median  
Reports:  
• BRAD BECK: Reporting on other colleges that use “360 review”  
Town Hall:  
• North Campus: need a volunteer(s) to organize this. (Carla is no longer a member of this committee and Anne will be retiring at the end of September.)  
Good news:  
• As per an email from Kathy Meadows in the Staff Council office, President Frank is expected to sign a new policy change tomorrow (8/21/15). The policy will include incorporating health and wellness classes into personal enrichment to be paid by tuition remission! Since Human Resources will need some time to implement this new policy, it will take effect September 1, 2015. (Thank you Anne for pursuing this change!!)  
Bullying Policy:  
• Currently there are not any revisions being made to Policy 2240 (Bullying and Whistleblower).  
• The Education Committee, which is a sub-committee of the LoboRESPECT Committee, is working with outside consultants and IT to get the new Campus NOTE: None of this is included in the new Employee Orientation. However, new Faculty Administrators are being given this training and information in their orientation.  
• Clarity.(educational software) online training up and running for students, staff, and faculty. | |
| 4 New Business | Getting back on track. What assignments are committee members willing to accept to keep it moving forward on the (3) goals that were developed and agreed upon earlier this year? | What is the status of setting up individual meetings |
Staff Compensation:
• We are keeping close communication with President Crystal Davis and Renee Delgado-Riley regarding the HR Compensation Guideline Review Committee meetings. To date, this committee has not met. This Committee was formed to review the status of staff salaries and what, if any changes that need to be made to keep current with the market.

Payroll:
• Procedure for tuition remission charged to employee paychecks? There are months when the tuition remission fringe is taken out of an employee’s paycheck each semester. **The employee can send an email to pay@unm.edu and ask each semester, based on their pay date, the month that will be deducted.**

5 REMINDER: Open House at Ombuds office for Staff in October 15th; details to follow

Will this be posted on the Staff Council website or SC Newsletter?

What about a Benefits Fair? Would HR be willing to readopt this. Last one was appx. 2-3 years ago. Patricia will follow up with HR.
The next meeting will be **September 17, 2015; University Club**

Meeting adjourned at 1:00 p.m.