

THE ADVISORY COUNCIL ON ADMINISTRATIVE POLICY

MINUTES OF THE REGULAR MEETING

August 9, 2001

MEMBERS PRESENT: William Lindemann (F), Stan Lopez (F), Tina Byford (P), Maureen Camunez (P), Norma Ledesma (P), William Glenn (P), Terry Cook (P), Josie Alexander (Alternate for Annette Alvarez) (C), Jack Clifton (C), Lilly Dominguez (C), Diane Lopez (C), Margaret Holland (C), Paula Ross (C), Viola McCormick (C), Ida Chavez (OLC) and Susan Martin (OLC).

VISITORS: Missy Giacomelli (Fringe Benefits), Bob Howell (Personnel) and Dennis Hallford (Faculty Senate Representative/Compensation Committee Representative).

ALTERNATES PRESENT: Linda S. Beavers (OLC), Monica Smiggen (P), Kelly Brooks (P), Ancelmo Encinias (P), Mike Abernethy (P) and Jim O'Donnell (F).

Bill Glenn called the regular meeting of the Advisory Council on Administrative Policy (ACAP) to order at 3:00 p.m. in room 297 of Gerald Thomas Hall.

Bill asked Dennis Hallford to give his report regarding the Compensation Committee first. Dennis reported President Gogue has requested that the Compensation Committee become a permanent committee made up of one Classified staff, one Professional staff, two main campus Faculty members, one off campus Faculty member appointed by the Faculty Senate and one Academic Department Head for a total of six members and representatives from Personnel and someone from budgeting. The Provost would appoint the Chair of the Committee. Dennis recommended that ACAP come up with a system to appoint these members to the Committee. Issues that the Committee would look at and make recommendations to President Gogue would come back into the Faculty Senate and ACAP for review. Discussion followed. A recommendation was made that the new Committee should have a meeting with our new Provost and get his ideas. The Council also felt that the number of representatives for Classified and Professional staff should be increased to at least two members from each classification. Since the Committee will probably be meeting at least once a month, if one representative couldn't attend, the Classified or Professional staff would still be represented. A motion was made and seconded that Council recommends to President Gogue that the number of representatives for Classified and Professional staff on the Compensation Committee be increased to at least two members for each classification. Motion passed.

Anyone who is interested in serving on the new Compensation Committee should e-mail Bill and we will vote on membership at the next meeting.

Bill then called for additions or corrections to the minutes of the May ACAP meeting. A motion was

made and seconded to accept the May minutes as written. Motion passed.

FRINGE BENEFITS COMMITTEE: Missy Giacomelli reported that the Theatre Arts Department wants to discontinue free tickets for retirees. There will be no change in retiree tickets for the current season. If the Theatre Department's proposal is approved, retirees would be charged the same price as students and this would become effective beginning with the 2002-2003 season. The Fringe Benefits Committee supported their decision. Discussion followed. The Council felt that there was a lack of information to support taking the benefit away. A motion was made and seconded that we ask for statistics from the Theatre Arts Department to show us how many retirees take advantage of the free tickets and how much of an impact this change would make for the Department. ACAP will not make a recommendation until we have more information. Motion passed. If the Department Head from Theatre Arts would like to talk to us, we would be happy to put her on our agenda.

INSURANCE COMMITTEE: The Insurance Committee did not meet during the summer. The booklet about our new plan will be coming out soon. ACAP members felt that there is positive feedback coming in on our new insurance coverage.

ATHLETIC COUNCIL: No report.

CORBETT CENTER: No report.

INTRAMURAL POLICY BOARD: No report.

CAMPUS PLANNING: Has not met.

REPORT FROM THE CHAIR: Bill reported that the Administrative Council had met over the summer. A few of the things that they have dealt with include health insurance for terminated nine-month employees and they have also been developing an official building list. The list is available through Ben Woods. The Board of Regents approved the Organizational Plan over the summer. New positions have been put into the structure. New parking and traffic regulations went into effect July 1.

Our new Provost, William Flores, has started and Rebecca Dukes has been announced as the new Vice President for Advancement.

New spouses of retirees can be put on our insurance plan after a one-year waiting period.

OLD BUSINESS: Interim/Acting Committee Report. Tina Byford reported the Committee had met many times over the summer and they do have a proposal but they want to present it to the Council in September.

Picnic Committee: Paula Ross reported for Shaun Cooper that the Annual Employee Picnic would be held on September 14 on the Horseshoe. Tickets will be \$6.00 if purchased in advance of September 5.

A sign-up sheet was passed around for volunteers to help with serving and cooking. Tickets are available for ACAP members who want to sell them. Paula will distribute them after the meeting.

Ft. Bliss Staff Award. The announcement of the Ft. Bliss Staff Award will be made on August 15. The selection has been made and forwarded to Personnel.

NEW BUSINESS: No new business items were presented.

With no further business to discuss, a motion was made to adjourn. Motion seconded and passed.

Paula Ross, Secretary William Glenn, Chairperson

The Council has approved these minutes.

NOTICE OF NEXT MEETING:

THURSDAY, September 20, 2001

New Mexico Department of Agriculture's Conference Room

3190 Espina

3: 00 p.m.