

THE ADVISORY COUNCIL ON ADMINISTRATIVE POLICY

MINUTES OF THE REGULAR MEETING

January 9, 2003

MEMBERS PRESENT: William Lindemann (F), John Mullen (F), Elliott Willman (F), Bobbi Raub (F), Terry Cook (P), Monica Smiggen (P), Shaun Cooper (P), Maureen Camunez (P), William Glenn (P), Norma Ledesma (P), Viola McCormick (C), Robert Medina (C), Ida Quinones (C), Carla Casas (Alternate for Nellie Rosales) (C), Cathy Thomas (C), Paula Ross (C), Linda S. Beavers (OLC), Ida Chavez (OLC) and Phillip Wright (OLC).

VISITORS: Janet May (Personnel), Tina Byford (Insurance Committee), Gretchen Van Doren (newly elected member of the Fringe Benefits Committee), Charles Pfeifer (newly elected Retiree member of the Fringe Benefits Committee), Lynn Ames (newly elected Retiree member of the Insurance Committee), Holly Shinault (newly elected member of the Fringe Benefits Committee and member of the Insurance Committee), Ethel Lynch (newly elected member of the Fringe Benefits Committee), Neta Fernandez (newly elected member of the Insurance Committee), Irene Fierro (newly elected Classified representative) and Beatrice Pacheco (newly elected Alternate Classified representative).

ALTERNATES PRESENT: Kelly Brooks (Compensation Committee), Bernhard Leinauer and Tim Nesbitt.

Shaun Cooper called the regular meeting of the Advisory Council on Administrative Policy (ACAP) to order at 3:00 p.m. in the conference room of the New Mexico Department of Agriculture Building.

Shaun called for additions or corrections to the minutes of the December ACAP meeting. A motion was made and seconded to accept the minutes as written. Motion passed.

Maureen Camunez introduced the new members of the Fringe Benefits Committee and the Insurance Committee. She also introduced the newly elected members to ACAP and explained that they would become regular voting members at our February meeting but that ACAP likes to have them attend in January so they can have a little idea of how our meetings go and issues we are discussing before they become voting members.

Shaun welcomed the new members to the Fringe Benefits Committee, the Insurance Committee and ACAP and also thanked the ACAP members who would be leaving.

FRINGE BENEFITS COMMITTEE: Cathy Thomas reported that the Fringe Benefits Committee has not met.

INSURANCE COMMITTEE: Tina Byford reported that the Insurance Committee has not met since December and that their next meeting would be January 23rd at 1:30 p.m. in Hadley Hall.

COMPENSATION COMMITTEE: Kelly Brooks reported that the Compensation Committee has not met and that their next meeting would be on January 17th at 8:30 a.m.

FACULTY SENATE: Elliott Willman reported that the Faculty Senate has not met.

ATHLETIC COUNCIL: Phil Wright had no report for Athletic Council.

CAMPUS PLANNING: Robert Medina reported that the Campus Planning Committee meeting would be held on the 15th.

PAN AMERICAN ADVISORY COMMITTEE: Norma Ledesma had no report.

NAMING COMMITTEE: Bobbi Raub reported that the Naming Committee had not met.

REPORT FROM THE CHAIR: Administrative Council and Report from the Chair. Shaun reported that Administrative Council had met once since our last meeting and that he really has nothing new to report. They continue to fight about the Interim/Acting Policy. Shaun was asked about the new Roles and Awards Committee. The feeling is that it is being aimed mainly at teaching Faculty. Lists are being made of awards for Faculty and awards for Staff. They are trying to find a way to reward employees without using cash. The biggest push for awards will probably be for Faculty.

President Gogue concurs with our suggestion that the proposed Faculty member to be added to the Board of Regents not be limited to a Faculty member but opened up to an employee of NMSU.

OLD BUSINESS: None.

NEW BUSINESS: Roberts Award Presentation Delayed. Maureen said that our Committee had made their selection. Usually the presentation is in February but Administrators will be in Santa Fe so the Roberts Award will be presented at a later date – probably in April.

Pioneer Member as Ex-Officio Member to ACAP. Maureen told Council members that Executive Board (Bill Glenn, Shaun Cooper, Maureen Camunez and Paula Ross) feels that it would be beneficial to have a retiree on our Council as an Ex-Officio member. The Ex-Officio member would be required to be a member of Pioneers. Discussion followed as to the benefits of having a retiree on Council. The consensus was that the retiree member could have some helpful information for us on many issues. If they were a member of Pioneers, they could help us get information out to the retirees. A motion was made and seconded that we accept a member of Pioneers to be an Ex Officio member of ACAP. Motion passed.

Elections. Alternate Professional Representative to the Grievance Board and Classified Representative to the Grievance Board. We currently have openings for an Alternate Professional representative to the Grievance Board and a Classified representative to the Grievance Board. Terry Cook volunteered to serve as an Alternate Professional for the Grievance Board and Robert Medina volunteered to serve as the Classified member on the Grievance Board. A motion was made and seconded to accept these volunteers to fill the positions. Motion passed.

Chair-Elect. Maureen asked for nominations to fill the position of Chair-Elect. She said that the person accepting this position should have at least two years left to serve on ACAP. As Chair-Elect, the person will also serve as a member of the Executive Board. The election will actually take place at our February meeting but we would like to get an election ballot started. Norma Ledesma volunteered to fill the position. No other nominations or volunteers were presented. Maureen asked that if anyone else would like to be on the ballot that they send her an e-mail before our next meeting.

Secretary. Maureen explained that this position is for one year and that the Secretary also serves on the Executive Board. Paula Ross was nominated. Paula explained that according to the By-Laws, she cannot serve because she is an Alternate Member unless the By-Laws are changed. No other nominations or volunteers were presented. Maureen again asked that if anyone else would like to be on the ballot that they send her an e-mail before our next meeting.

Shaun said that he would be present at the next Board of Regents Meeting.

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

Paula Ross, Secretary

Shaun Cooper, Chairperson

The Council has approved these minutes.

NOTICE OF NEXT MEETING

THURSDAY, FEBRUARY 13, 2003
NEW MEXICO DEPARTMENT OF AGRICULTURE BUILDING
3190 ESPINA
3:00 P.M.
