

THE ADVISORY COUNCIL ON ADMINISTRATIVE POLICY

MINUTES OF THE REGULAR MEETING January 8, 2004

MEMBERS PRESENT: William Lindemann (F), Elliott Willman (F), Oscar Perez (Alternate for Bobbi Raub) (F), Maureen Camunez (P), Terry Cook (P), Tammy Anthony (Alternate for Tina Byford) (P), Norma Ledesma (P), Viola McCormick (C), Robert Medina (C), Christie Padilla (C), Ida Quinones (C), Nellie Rosales (C), Cathy Thomas (C), Paula Ross (C), Linda Beavers (OLC), Ida Chavez (OLC) and Phillip Wright (OLC).

VISITORS: Interim President Dr. William Flores, Janet May (Employee Benefits) and Roger Hartley.

ALTERNATES PRESENT: Bernhard Leinauer, Kelly Brooks, Candice Guzie and Bea Pacheco.

Maureen Camunez 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.

Maureen introduced Interim President Dr. William Flores to the Council. Dr. Flores has wanted the opportunity to visit with our Advisory Council and has been asked to talk to us about raises, the budget and legislative issues.

Dr. Flores thanked Maureen and the Council for allowing him to visit with us today. He said that he wanted to congratulate ACAP for the hard work that was done to get the proposal for Domestic Partners written.

Dr. Flores commented that this would be a very difficult legislative session. What will come out of the session is unknown. A 5% across the board raise was requested by NMSU. The CHE has put forth a request for a 2% raise. There is just very little money available. New Mexico is in good shape compared to other states in the U.S. Public schools and Medicaid are the biggest expenses of state government. Medicaid is very expensive for New Mexico and it takes such a chunk that there is little money for salary increases. One option that may be considered would be one-time bonuses. Until they can cut the amount of money that Medicaid costs the State, education is going to be hurt. At this point we will continue to advocate for salary increases and benefits because they are very deserving. We won't know until the end of February what the Legislature will do for higher education. We may not get raises, but we hope to get enough money to pay for increases in the cost of our insurance. Dr. Flores does not see us having

to go to lay offs and big cuts in programs. If we can continue to work together our University can continue to grow.

Maureen thanked Dr. Flores for visiting with the Council and for his continued support of ACAP and all employees at NMSU.

Maureen introduced Roger Hartley as a new Faculty member that has been elected to serve on ACAP. Roger will officially begin his term on ACAP beginning next month.

Maureen 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.

FRINGE BENEFITS COMMITTEE: Cathy Thomas, chair of the Fringe Benefits Committee, reported that the Committee has not met and that they will have their next meeting on January 21st at 9:00 in Breland Hall.

INSURANCE COMMITTEE REPORT: Tina Byford, Chair of the Insurance Committee, was not able to attend our meeting. Janet May reported that the Insurance Committee had met and representatives from Blue Cross/Blue Shield were here to talk about the year-end figures and give reports. Bids for dental insurance are currently out. Meetings will soon be set up for employees both on and off campus to meet with representatives of Blue Cross/Blue Shield. Off Campus meetings will be held first. Tina Byford has been reelected as Chair of the Insurance Committee.

COMPENSATION COMMITTEE: Kelly Brooks reported that the Compensation Committee has not met and that their next meeting is scheduled for January 30th at 9:00 in the New Mexico Department of Agriculture Conference Room.

FACULTY SENATE: Oscar Perez, Faculty Senate Liaison, reported that the Faculty Senate has not met.

ATHLETIC COUNCIL: No report.

CAMPUS PLANNING: Robert Medina, representative to the Campus Planning Committee, reported that the Campus Planning Committee would meet on January 15th.

ALCOHOL USE COMMITTEE: Bernhard Leinauer, representative to the Alcohol Use Committee, reported that the Committee had not met and there have been no requests to serve alcohol.

NAMING COMMITTEE: No report.

BUDGET COMMITTEE: No report.

PARKING CITATION HEARING PANEL: ACAP has two vacancies to fill on the Parking Citation Committee. Christie Padilla and Nellie Rosales volunteered to serve on the Panel.

ENERGY CONSERVATION COMMITTEE: Bernhard Leinauer has volunteered to serve on this Committee and will be making reports to the Council.

REPORT FROM ADMINISTRATIVE COUNCIL AND REPORT FROM THE CHAIR: Maureen reported that the Administrative Council has passed the Domestic Partners proposal. Pat Williams has been named as the Interim Regents Chief of Staff. Maureen and Norma will be going to Santa Fe for the Board of Regents Meeting.

OLD BUSINESS: Volunteers for the Parking Citation Hearing Panel. Christie Padilla and Nellie Rosales have volunteered to serve on the Panel.

Election of Officers for 2004. New officers will be elected in February. Norma Ledesma will become our new Chair and Tim Nesbitt has expressed interest in serving as Chair-Elect. Paula Ross has again expressed interest in serving as Secretary. Maureen will serve a one-year term as Past Chair. These four people will make up the Executive Board of ACAP. Anyone else who would like to be considered for any of the offices should contact Maureen and either volunteer or nominate someone who has agreed to serve as an officer.

NEW BUSINESS: The Stephen W. and Robert E. Roberts Memorial Staff Award. The call for nominations for the Roberts Memorial Staff Award will be sent out tomorrow. This year the award will be presented to a Professional employee who meets the criteria. Nominations will be accepted until Friday, February 6, and should be submitted to the EEO/ADA Office, MSC 3515.

The award was established in 1983 and is provided from the Stephen W. and Robert E. Roberts Memorial Endowment fund in recognition of dedicated, outstanding service to the university. ACAP has the final responsibility for the selection of the recipient for this award. The selected recipient will receive a check for \$750 from the memorial fund.

There are two basic eligibility criteria. Recipients shall have: 1) non-faculty status and not be members of either the Administrative or Academic Dean's Council. 2) Five or more consecutive years of service with the university.

Maureen asked for volunteers to serve on the Selection Committee that will be chaired by Norma Ledesma. Viola McCormick, Cathy Thomas, Ida Quinones and Paula Ross volunteered to serve on the Committee.

The Roberts Memorial Staff Award is scheduled to be presented on March 11th at 4 p.m. in

room 317 of Corbett Center.

THANKS!!! Maureen thanked Terry Cook, William Lindemann and John Mullen for their service to ACAP over the last three years as they end their terms on the Council.

Maureen then handed the gavel over to Norma and ended her second term as Chair of ACAP.

With no further business to discuss, the meeting was adjourned.

Paula Ross, Secretary

Maureen Camunez, Chairperson

The Council has approved these minutes.

NOTICE OF NEXT MEETING
THURSDAY, February 12, 2004
Room 297 Gerald Thomas Hall
3:00 P.M.
