

**THE NMSU Employee Council  
MINUTES OF REGULAR MEETING  
September 8, 2016  
Milton Hall, Room 85**

**Members Present:** Kim Allbright, Samantha Lish, Keith Mandabach, Hiranya Roychowdury, Dario Silva, Caitlin Wells, Monica Dunivan, Adam Cavotta, Sam Smallidge

**Alternates Present:**

**Members Online:** Rosa M. De La Torre-Burmeister, Gina Franks, Linda Beavers, Tammy Chaffee

**Alternates Online:** Naveen Puppala, Tim Darden

**Ex-Officio:** Cherri Lambeth, Abigail Denham (for Andrew Peña)

**Guests:** Adam Labe, Zooey Sophia Pook, Ricardo Rel

**Call to Order:** Monica Dunivan called the meeting to order at 2:30 PM and welcomed members and guests.

**Approval of Minutes:** Motion to approve August minutes by Monica Dunivan, second by Adam Cavotta. Motion passed.

**Presentations:**

**GO Bond:**

Ricardo Rel from the Office of Government Relations delivered a presentation about General Obligation Bond C and distributed the following materials.

<https://empcouncil.nmsu.edu/files/2013/09/2016-General-Obligation-Bond-Talking-Points.pdf>

<https://empcouncil.nmsu.edu/files/2013/09/2015-GO-Bond-C-Brochure-PDF.pdf>

If you have questions about GO Bond C or other bonds that affect NMSU, please contact:

Office of Government Relations

575-646-5909

<http://govrelations.nmsu.edu/>

**Preferred First Name:**

Zooey Sophia Pook from LGBT+ Programs presented on the new Administrative Rules regarding use of preferred first names.

Preferred Name Presentation: <https://empcouncil.nmsu.edu/files/2013/09/Preferred-Name-Rule.pdf>

## **New Business:**

Hotline (membership) – Adam Cavotta sent out a notice to Hotline with membership information for Employee Council.

Vacancy on Campus Planning Committee – Monica was approached by Glen

FLSA Open Forum – October 13, 2016 – Location TBD (Need moderator)

Adam Labe (an NMSU employee and guest at the meeting) had the following questions about FLSA:

- How will benefit deductions be incorporated when the lag takes affect?
- Transition to Lag: Will the lag group get two weeks less pay in 2016 and if taking the loan will it affect 2017 compensation?
- If there will be two weeks less pay: What is being done with the money?
- Can a payroll advance be offered in the two weeks in advance so that they don't receive a final paycheck upon separation?

Legislative Open Forum – November 15, 2016 – Location TBD (Need a moderator). Sam Smallidge volunteered do the Legislative session open fourm.

Transforming NMSU 21<sup>st</sup> Century Open Forum – December TBD (Adam will moderate)

## **Event Updates:**

**Strategic Planning Committee update** – Adam Cavotta indicated that the first meeting has been held and the second meeting is being planned. The committee will focus on reshaping the purpose statement for Employee council and updating the strategic planning document. Results will be shared with Employee Council when drafts are ready for review.

**Crimson Shirt Campaign**–Perozynski Employee Emergency Fund Fundraiser (July 1<sup>st</sup>-Sept. 1<sup>st</sup>) – Adam Cavotta shared that we have raised over \$400 and sold over 120 shirts. He plans to send out thank you notes after the shirts have arrived.

**Picnic update (October 14 2016)** – Adam Cavotta provided an update on the planning for the employee appreciation picnic. Gina Franks agreed to help with POs. Discussion of food for Employee Picnic (to use Sodexo or outside vendor). The idea was to try to save money and put some money back into the community by using an outside vendor, but concerns were raised about food safety and the reliability of outside vendors for an event of this size. We have had a long and positive relationship with Sodexo for this event. It was determined that the best option at this point given the timing would be to continue to use Sodexo.

**Award updates** – Adam Cavotta indicated that selection was underway for the Robert's award and a selection will be made soon. The 'A' Mountain Award notification went out to the NMSU community and we are waiting for nominations. The committee has been notified.

Founders Day (April 7, 2017) – Need a committee

**FLSA Sessions** – Discussed the continuing effort to attend all FLSA overview sessions, Adam Labe shared comments regarding the sessions and communications earlier in the meeting.

**Committee Reports:** None spoke regarding committee reports at this time. Monica Dunivan reminded the committee members to send updates to her via email.

**Adjournment:** Motion to adjourn by Monica Dunivan and second by Caitlin Wells. Meeting adjourned at 3:40 PM.