**Minutes**

Tuesday, October 8, 2019

3:30PM to 4:30PM

Room B48, Zimmerman Library

***Attendees: (taken from sign-in sheet – for those who signed in)***

Fran Wilkinson FSBC Co-Chair; University Libraries & Learning Sciences

Mark Maddaleni FSBC Co-Chair; Arts & Sciences

Leslie Jones Easom UNM Retiree Association

Joey Evans Human Resources

Gene Henley Public Administration

Scott Sanchez Emergency Medicine

Dimiter Vassilev Mathematics/Statistics

Anil Shetty Plastic Surgery

Marcia Sletten Health Science Center

Trudi Flynn Payroll

***Excused:***

Shawn Berman Anderson School

Scott Sanchez Emergency Medicine

Dorothy Anderson Human Resources

***Absent:***

Erica Grong IT

Manuel Martinez-Ramon Electrical Engineering

Theresa Ramos Faculty Contracts

***Guests:*** Magdalena Vigil-Tullar Human Resources

***Minutes:*** Felisha Martinez Office of University Secretary

**Meeting called to order @ 3:32 PM.**

**Quorum was met.**

**Agenda:**

Quorum met. Dr. Fran Wilkinson reported the order of agenda items has changed. She stated Policy Changes, VEBA, BLT, and Retiree Association reports/discussions will occur prior to ongoing HR reports/discussions. Exceptions will include any guest presentations.

Agenda for 10-8-19 was approved by unanimous vote.

**Minutes:**

Quorum met. Minutes for September 10, 2019 were approved by unanimous vote.

**Human Resources: Guest**

*Magdalena Vigil-Tullar*

Ms. Vigil presented information on the staff exit survey. She stated HR has been trying to find areas of opportunity for the university to improve staff turnover rates. The report includes non-identifiable information and other detailed information accessible by HR. The exit survey was dispersed to 765 people leaving UNM and 413 individuals responded (54% response rate). The benchmark response rate is generally between 30%-35%. Ms. Vigil stated main campus response is lower in comparison with respondents (Main Campus: 43%, HSC: 50%, Branch Campuses: 46%).

It was reported communication regarding exit survey data moving forward will include quarterly presentations to HR consultants, bi-annual presentation to HR forums and administrators, annual presentation to Executive Cabinet as well as Faculty and Staff Benefits Committee, as requested by colleges/departments and posting information on HR website bi-annually.

Information regarding survey was presented as follows:

* Engagement questions received overwhelming positive response-84%
* Reason for Turnover
  + Why employees left UNM
    - Personal: 18%,
    - Other: 17%
    - Advancement: 14%
    - Culture: 13%
  + What attracted employees to UNM
    - Other: 17%
    - Compensation: 17%
    - Advancement: 16%
    - Culture: 15%
    - Skills appropriately utilized: 11%
  + UNM good place to work because of
    - Leave: 20%
    - Holidays: 19%
    - Benefits: 15%
    - Culture: 11%

Questions were raised by a committee member regarding split averages of groups when the overall percent total is lower. Ms. Vigil reported not everyone answered each question as some questions on the survey are mandatory while others are not. She stated this is made possible by the software program Ms. Vigil said she would need to go back to look at the data to find a definitive answer and will send update to co-chairs. A short discussion was held regarding employee retention and effects on retirement.

**Policy Changes**

Dr. Wilkinson reported the committee is still working with the Faculty Senate President to have someone from the UNM Policy Office appointed to the committee. He will contact the EVP of Finance and Administration to seek her thoughts regarding changing the committee charge so that the EVP designate falls under Office of University Counsel, where the Policy Office is assigned. She hopes to have a Policy Office member placed on the FSBC in the future. Dr. Wilkinson reported the committee will continue to review proposed policy changes in the future.

**VEBA Committee Meeting**

*Fran Wilkinson*

Dr. Wilkinson stated investments are going well and the market is doing well overall. She reported VEBA is moving towards its goal to partly fund UNM’s share of retiree premiums. Dr. Wilkinson stated updates will be made to VEBA documents in order to make them clearer. She reported appeals are submitted to a VEBA sub-committee for a recommendation and voted on by the full VEBA Committee

**Budget Leadership Team (BLT) Meeting**

*Gene Henley*

Mr. Gene Henley stated he is feeling optimistic about progress being made. He reported there has been a cut this current year and over the last few years, they have endured cuts both structural as well as short term. He stated the Provost and EVP for Finance and Administration are trying to forecast a year ahead in order to prevent mid-year cuts. Mr. Henley said there are increasingly limited reserves, and this has been the case for the last 3-4 years). He reported enrollment is down 6.56% overall and next year looks to be as good as, and hopefully better than this year. Mr. Henley stated since the free tuition proposal has been introduced, there are 3 approaches to take.

1. Pull back based on proportional cut.
2. Cuts based on credit hour production
3. Blended approach of both.

He reported there are advocates for all three. Mr. Henley also reported two-year schools are providing core classes which has been affecting enrollment growth. He said more students will create impact and it is unknown how the faculty union election will affect preservation of position. Information regarding faculty union elections were provided.

**UNM Lobo Health**

*Fran Wilkinson*

Dr. Wilkinson reported the LoboHealth Working Group has met, introductions were made, and opportunities to improve healthcare were discussed as well as what changes need to be made. She stated more details regarding what needs to be looked at were discussed at the second meeting. Dr. Wilkinson stated TRUVEN group for analytics is being used to develop medical expense data. The report data is not fully prepared at this time and hopefully will be in upcoming months. Dr. Wilkinson reported a survey is being considered and if so, it needs to be conducted by someone who is experienced in survey creation to avoid unintended consequences rendering the data less helpful. An update on access metrics benchmarks was provided to the Working Group. Dr. Wilkinson stressed these are preliminary numbers and will be discussed more in the future. Any deeper discussion of the Working Group will be brought to the FSBC, activities and progress of the Working Group will become a recurring agenda item.

Co-chair Mark Maddaleni added the Working Group is trying to find metrics for ongoing success and access of Lobo Health as well as how to get people more towards Lobo Health. Dr. Wilkinson reported LoboCare is working successfully towards improving scheduling and service. A short discussion was held regarding the merge of Blue Cross Blue Shield and Lobo Health. With this, Lobo Health is working towards trying to improve priority scheduling such as same day/next day for acute care (95%), new primary care visits in 30 days (85%), and specialty visits in 30 days (75%). Mr. Evans reported 5,000 employees and retirees in Lobo Health with a total of 10,000 individuals in Lobo Health. Overall co-pays are down and services are more affordable to insured individuals. Medical group and the hospital are working towards developing efficiencies in billing structure. Mr. Evans stated regular attendees of the working group include himself, Mr. Mark Maddaleni, Dr. Fran Wilkinson, Brenda De La Pena, Aaron Jacobs, Barbara Zamora, Donna (Dolly) Kirtan, James Dickey, and Andy Bats.

**Retiree Association**

*Leslie Jones Easom*

Ms. Easom reported that the UNM Retiree Association is planning a presentation in conjunction with the 65+ Open Enrollment Insurance Vendor Fair that will take place October 23, 2019. The speaker is Dr. Janice Knoefel who is the convener for UNM’s successful Aging Grand Challenge. ***“UNM Successful Aging Grand Challenge: Our Work is Just Beginning”.*** This 30-minute presentation is planned to start immediately after the last vendor fair speaker at the UNM Continuing Education building. The UNM Retiree Association had asked that a flyer announcing this program be included in the open enrollment materials for 65+ retirees. Mr. Evans stated that the flyer would not be included in the packet as this would be viewed as an endorsement by HR for the speaker and he would not want to give this perception. Ms. Easom stated that this program and speaker are directly supported by UNM as one of UNM’s Grand Challenges.

Ms. Easom stated there has been difficulty getting contact information regarding the Retiree Association to retirees. Is information on the UNM Retiree Association still distributed at classes for retirees who are planning their retirement? Mr. Evans reported this is due to the protection of employee’s privacy. Ms. Easom did express concern with having to obtain information for retirees manually such as at retiree social gatherings. There was a brief discussion regarding possible solutions to this issue, however there is no concrete resolution currently. It was suggested having Retiree Associations information passed on by HR to employees as this would increase participation using HR’s access to appropriate list of employees.

Ms. Easom asked why the insurance premium salary tiers for retirees and active employees are different? The top salary tier for retirees is $35,000 versus $50,000 for active employees.

**Human Resources Updates**

*Joey Evans*

Mr. Joey Evans reported he is waiting on more information regarding the NM Statute 10-7-4 that requires minimum of 60% employer contribution to premiums, maximum 80%. He stated the Office of University Counsel (OUC) has done some research, but he does not have concrete numbers if the statue applies. Mr. Evans reported he will follow up with OUC for next meeting. He stated that the committee is trying to determine if it is possible to change to a 4th salary tier as has been suggested at various times. It was reported if 4th tier is added one of two things would need to happen: Change lower salary tiers to pay less or look at reducing pressure on tier by having UNM pick up costs. It was reported it may be more plausible to adjust the existing tiers. Co-chair Mark Maddaleni suggested this discussion be added under other business for future meetings.

Mr. Evans said ERB stakeholders met on Friday, October 4, 2019. He reported they tentatively agreed to support the state funding an increase of 1% per year for FY 2021, 2022, 2023, based on all ERB and ARP participants, which with an additional requested $50 million infusion, results in approximately 83 million in additional contributions in FY21. Mr. Evans stated a bill will be drafted to have the state funding in 1%, however is not sure what they will commit to. He reported UNM won’t agree to any legislative changes that would negatively impact the budget. NMSU agreed with concerns. APS does not have the same concerns as they are fully funded by legislature.

**Other Business:**

* None.

**Next Meeting:**

November 5, 2019

3:30 PM

Zimmerman Library, Room B-48 (basement level)

**Adjourn: 4:44 PM**