

**University Administrative Council Agenda**  
**Tuesday, July 14, 2020, 8:30 am–10:30 am**

<https://nmsu.zoom.us/j/92976229924> (see below for more connection options)

1. **Call to Order** President Floros
  
2. **Informational Items** **Ms. Dina Holcomb**
  - Public Employees Bargaining Act Review
  
3. **Introductions** **President Floros**
  - Provost Office Re-org Provost Parker
  
4. **Approval of Minutes** President Floros
  
5. **Old Business (None)** General Counsel
  
6. **New Business (None)** General Counsel
  
  
7. **NMSU Updates**
  - COVID-19 in New Mexico and at NMSU Lori McKee
  - In General President Floros
    - Affirmative Action Statement for Personnel Ads
    - Budget discussion
  - Academics Provost Parker
  - Vice Presidents
    - Student Success Renay Scott
    - Research Luis Cifuentes
    - Administration and Finance Andy Burke
    - Advancement Derek Dictson
    - General Counsel Roy Collins
  - Human Resources Gena Jones
  - Marketing and Communications Justin Bannister
  - Community Colleges
  - Chancellor Updates Chancellor Arvizu
  
8. **Additional Updates**
  - ASNMSU
  - Graduate Student Council
  - Faculty Senate
  - Athletics
  - Employee Council
  - NMSU Police Department
  - Other
  
9. **Upcoming Meetings**
  - Town Hall, July 28th, 2020, 3:00 pm, Zoom
  - UAC Meeting, August 11<sup>th</sup>, 2020, Zoom

**NMSU Coronavirus updates:** <https://nmsu.edu/coronavirus/>

**NMSU Campus Return-to-Campus updates:** <http://ready.nmsu.edu/>

### **Additional connection information**

Phone one-tap: US: [+16699006833,92976229924#](tel:+16699006833,92976229924) or [+12532158782,92976229924#](tel:+12532158782,92976229924)

Meeting URL: <https://nmsu.zoom.us/j/92976229924>

Meeting ID: 929 7622 9924

### **Join by Telephone**

For higher quality, dial a number based on your current location.

Dial:

US: +1-669-9006-833 or +1-253-215-8782 or +1-346-248-7799 or +1-929-205-6099 or +1-301-715-8592 or +1-312-626-6799

Meeting ID: 929 7622 9924

**Ms. Dina E. Holcomb, Esq.**

Ms. Holcomb graduated from the University of New Mexico with a Business Administration Degree and earned a Juris Doctorate Degree from the University of New Mexico School of Law. Ms. Holcomb received her license to practice law in New Mexico in October 1996. Ms. Holcomb has over thirty (30) years of experience in employment and labor relations. From 1988 to 1997, Ms. Holcomb was employed by Management Associates on a part-time basis as a research analyst for bargaining and arbitration issues. Management Associates is a consulting firm in labor and employment issues representing public employers throughout New Mexico. From 1993 to May 1997, Ms. Holcomb worked for the law firm of Cherpelis, Vogel & Salazar, a firm that specialized in labor and employment law representing both public and private sector clients such as the City of Albuquerque, Bernalillo County, Walmart, and Public Service Company of New Mexico (PNM).

Ms. Holcomb joined Management Associates on a full-time basis in May 1997, becoming its President in 2000, before opening Holcomb Law Office on March 1, 2014. Ms. Holcomb has presented labor/management issues to city councils, county commissions, school boards, local labor boards, the State of New Mexico Public Employee Labor Relations Board, mediators, arbitrators, and the New Mexico Courts. She has served on countless negotiating teams as the Lead Spokesperson. She has drafted policies, rules and regulations, labor relations ordinances and resolutions, employee handbooks, and performed compensation and classification studies as well as investigations. She has successfully represented employers in prohibited practice charges, Equal Employment Opportunity Commission charges, Human Rights Division charges, workers' compensation claims, wage and hour claims, unemployment compensation claims, and Department of Justice claims/investigations. She has represented her clients in termination and discharge proceedings before School Boards, arbitrators, and the courts. Ms. Holcomb is a member in good standing of the New Mexico Bar Association and the American Bar Association Labor and Employment Section. She is also an Associate member of the National Public Employers Labor Relations Association and is the current President of the Rocky Mountain Public Employers Labor Relations Association.

Ms. Holcomb also provides management training directly for her clients or through speaking engagements for SHRM, IPMA, the Council on Education, the School Law Conference, the Association of Counties, the Municipal League, the National Public Employer Labor Relations Association, and the Rocky Mountain Public Employer Labor Relations Association.

In addition, Ms. Holcomb provides prompt legal advice to her clients, encouraging early involvement in an effort to forego the potential for costly litigation. Holcomb Law Office recognizes the urgency of employment matters and responds with advice and assistance to address such matters promptly and expeditiously. Ms. Holcomb remains available to clients by email after business hours to address her clients' needs. Ms. Holcomb travels to her clients' offices to attend meetings, address matters, and meet with Boards, Councils, and Commissions as directed by her clients. Of great importance is Holcomb Law Office's low overhead costs which allows the firm to keep its rates extremely low, particularly considering Ms. Holcomb's extensive years of experience.

### **HOLCOMB LAW OFFICE**

Holcomb Law Office provides services to public employers and a few private companies in the areas of employment and labor relations. Holcomb Law Office limits its practice to only representing the employer, ensuring the best management advice and perspective without any potential conflicts of interest. Ms. Holcomb has represented over ninety (90) public sector employers, including twenty-seven (27) cities, sixteen (16) counties, forty-one (41) school districts, four (4) colleges and universities, the State of New Mexico, two (2) hospitals, and a Water Authority. The experience the firm brings to the negotiating table is extensive, having negotiated hundreds of collective bargaining agreements. In such representation, Holcomb Law Office provides the drafting of initial proposals and counterproposals in consultation with the client to best meet its needs. Options are presented to the client with the advantages and disadvantages of each, along with recommendations, if requested. The firm then zealously represents the position chosen by the client. The firm also provides costing of proposals and creation of financial documentation concerning negotiations for collective bargaining and evidentiary hearings. Such costing is performed in conjunction with the clients' finance personnel. The firm is well acquainted with the laws that govern both public sector and private sector collective bargaining, labor relations, and employment. When collective bargaining fails to result in an agreement, the firm represents the client in mediation, arbitration, and court proceedings.

**University Administrative Council Agenda**  
**Tuesday, June 9, 2020, 8:30am–10:00 am**  
**Connected via Zoom**

	Call to order 8:30
	Minutes approved as distributed
Introductions	<ul style="list-style-type: none"> <li>• Sherry Kollman: New Vice Provost for Digital Learning. Experience at Southern New Hampshire, New England College, among others.</li> <li>• Andrew Nwanne, Interim President of Carlsbad Community College</li> <li>• James Almaguer, Chair-Elect, Employee Council</li> </ul>
Chancellor Comments	<ul style="list-style-type: none"> <li>• Regarding demonstrations, from Ann Goodman: Our students want to be part of this change. Proposing a Candlelight vigil on the Horseshoe on June 19. Provides an opportunity for campus community to share thoughts and concerns.</li> </ul>
Old Business	<p>ARP 15.81: Web Governance</p> <ul style="list-style-type: none"> <li>• MarComm sets standards and will be instrumental. Units will have web liaisons and contributors. <ul style="list-style-type: none"> <li>• This addresses security by protecting our external sites.</li> <li>• Moved by Chief Lopez and seconded by Dr. Fant.</li> <li>• Dean Pontelli is a no; Dean Flores abstains.</li> </ul> </li> </ul>
New Business	<p>ARP 16.21 No Trespass Directive:</p> <ul style="list-style-type: none"> <li>• Move to waive second read. Seconded.</li> <li>• This will allow bans issued during a disaster or emergency to be in effect until 5:00 PM on the third day after the emergency is declared over.</li> <li>• Motion to waive second read passed.</li> <li>• Moved and seconded to recommend approval. Motion carries.</li> </ul>
Informational Items	<p>Roy: Nine Tips for Managing Legal Risk in Return to Campus Initiatives</p> <ul style="list-style-type: none"> <li>• See presentation.</li> </ul> <p>Ruth: Return to campus</p> <ul style="list-style-type: none"> <li>• Employee Council: They want to ensure that employees know what return to campus means for them</li> <li>• Mandatory return to campus training will include certification.</li> <li>• Travel advice will be coming.</li> </ul>
Updates	<p>Legislative Session</p> <ul style="list-style-type: none"> <li>• Anticipating cuts across the board of 3-10%.</li> <li>• Compensation – this is likely to be discussed.</li> <li>• Capital Projects might be re-examined.</li> <li>• Related: NMHU proposing a degree similar to FWCE, CJ Masters. NMSU will be represented at the process by David Smith.</li> </ul> <p>Lori McKee, COVID in NM</p> <ul style="list-style-type: none"> <li>• NM has a low fatality rate.</li> <li>• NMSU Screening: 21 positive results for about 540 tests</li> <li>• CDC now recommending 10 days quarantine for people who are asymptomatic and positive. <ul style="list-style-type: none"> <li>• Cases trending down in general.</li> </ul> </li> </ul> <p>Carol Parker, Academics</p> <p>Renay Scott, Enrollment</p> <ul style="list-style-type: none"> <li>• One Stop led by Seth Miner Lauren Goldstein: Will enhance services to students</li> <li>• Will require cross training, collaboration</li> </ul> <p>Luis Cifuentes, Research</p> <ul style="list-style-type: none"> <li>• Reviewing 230+ plans for return to campus.</li> <li>• 1084 individuals trained.</li> </ul>

	<ul style="list-style-type: none"> <li>• State is assisting in funding a testing lab on campus.</li> </ul> <p>Andy Burke, SVPAF</p> <ul style="list-style-type: none"> <li>• CFOs across NM HE have been working on scenarios for budget cuts.</li> <li>• Facilities and Services and ICT are working toward the fall semester</li> <li>• D’Anne: Bookstore operations will be transitioned from Barnes and Noble to Follett. <ul style="list-style-type: none"> <li>○ LOI is currently routing. We couldn’t announce earlier due to negotiations.</li> </ul> </li> </ul> <p>Derek Dictson, Advancement: No update  Roy Collins, General Counsel: No additional updates  Gena Jones, HR</p> <ul style="list-style-type: none"> <li>• Tiger Team and Climate Study Action teams are holding focus groups.</li> <li>• Gena and Becky Corran will visit any area to talk about Climate Study or return to campus.</li> </ul> <p>Justin Bannister, MarComm</p> <ul style="list-style-type: none"> <li>• Check it out: Ready.nmsu.edu</li> <li>• Paid messaging on social media to communicate NMSU will be open and operational.</li> </ul> <p>Community Colleges</p> <ul style="list-style-type: none"> <li>• DACC: No report</li> <li>• Grants: No report</li> <li>• Alamogordo: Started returning staff to campus last week.</li> </ul> <p>Employee Council – Joseph Almaguer delivered report  ASNMSU</p> <ul style="list-style-type: none"> <li>• Looking for emergency funding</li> </ul> <p>Grad Council: Ashlerose Francia  Mario: NCAA allowing voluntary workouts.</p> <ul style="list-style-type: none"> <li>• NCAA will make additional announcements in the future.</li> </ul> <p>Stephen Lopez</p> <ul style="list-style-type: none"> <li>• Sisbarro Park is very popular for exercise, especially early in the day.</li> <li>• Lots of excitement among students wanting to return to campus</li> </ul>
Departures	<p>Greg Fant: Thank you and he is looking forward to working closer with grandkids. Planned on staying 2 years, stayed 30.</p> <p>Miriam Chaiken: This has been her best job in 34 years in academia.</p> <p>Harry Sheski: Plans to enjoy retirement through gardening, tinkering, keeping bees and traveling, but will stay close to the campus.</p>
Attendees	<p>Dan Arvizu, presiding; Melody Munson-McGee, Ann Goodman, Andrew Burke, Adam Cavotta, Andrew Nwanne, Anthony Parra, Ashlerose Francia, Carlos Lobato, Carol Parker, Derek Dictson, Julia Parra, D’Anne Stuart, Enrico Pontelli, Eric Sanchez, Ermelinda Quintela, Gena Jones, Greg Fant, Harry Sheski, Lenny Martinez, Jeff Witte, Jim Hoffman, Jon Webster, Joseph Almaguer, Justin, Kate Terpis, Katrina Doolittle, Kim Rumford, Lakshmi Reddi, Lauren Goldstein, Lydia Duran, Lori McKee, Luis Campos, Luis Cifuentes, Mario Moccia, Mark Cal, Mathew Madrid, Miriam Chaiken, Monica Torres, Norma Grijalva, Norma Noel, Ophelia Watkins, Renay Scott, Ricardo Rel, Rolando Flores, Roy Collins, Ruth Johnston, Scott Eschenbrenner, Shelly Stovall, Sherry Kollmann, Sonya Cooper, Susan Beck, Susan Brown, Leslie Cervantes</p>