New Employee Information Session
WELCOME TO THE PACK!
<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>9 a.m.</td>
<td>Welcome/Housekeeping</td>
<td>EOD</td>
</tr>
<tr>
<td>9:10 a.m.</td>
<td>New Employee Experience: Steps for Successful Onboarding</td>
<td>EOD</td>
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<tr>
<td>9:15 a.m.</td>
<td>Get to Know UNM</td>
<td>EOD</td>
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<tr>
<td>9:30 a.m.</td>
<td>First Things First: A Checklist for Your Lobo Journey</td>
<td>EOD</td>
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<tr>
<td>9:45 a.m.</td>
<td>Department Introductions and Q &amp; A</td>
<td>HR Client Services, UNM Payroll, HR Benefits &amp; Employee Wellness, CARS, Ombuds, Parking &amp; Transportation Services (PATS), Custodian of Public Records (IPRA)</td>
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<tr>
<td>11 a.m.</td>
<td>Wrap up</td>
<td>Final Questions</td>
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GENERAL
HOUSEKEEPING ITEMS

• Be respectful to others. Try to avoid talking over/at the same time as other participants.
• Mute your microphone when not speaking.
• You are not required to have your video on.
• If video is on, be aware of distractions in the background or try to avoid doing other tasks.
• Please use the "Chat" feature if you are not comfortable speaking. We welcome participation!
Your New Employee Experience
Steps for a Successful Onboarding
Steps for Successful Onboarding

- Complete the “Your Lobo Journey” Modules
Steps for Successful Onboarding

- Complete the “Your Lobo Journey” Modules
- Review the New Employee Starter Guide
Steps for Successful Onboarding

- Complete the “Your Lobo Journey” Modules
- Review the New Employee Starter Guide
- Attend the NEE Information Session
Your Lobo Journey

New Employee Experience
Website: newemployee.unm.edu
New Employee Starter Guide

The New Employee Starter Guide can be found at:

https://hr.unm.edu/docs/employment/new-employee-starter-guide.pdf
Getting to Know UNM
UNM
ORGANIZATIONAL AND LEADERSHIP TEAM

The University of New Mexico Board of Regents

University President
Garnett S. Stokes

Health Sciences Center
Douglas Ziedonis, MD MPH
Executive Vice President, HSC
CEO of the UNM Health System

Office of the Provost
Dr. James Holloway
Provost and Executive Vice President of UNM Academic Affairs

Finance & Administration
Teresa Costantinidis
Executive Vice President
HEALTH & HEALTH SCIENCES
ORGANIZATIONAL AND LEADERSHIP TEAM

**UNM President**
Garnett S. Stokes

Health Sciences Center
Douglas Ziedonis, MD, MPH
Executive Vice President for HSC and CEO of the UNM Health System

**HSC Leadership**
- Michael Richards, MD, MPA
  Sr. Vice President for Clinical Affairs
- Hengameh Heidarian-Raissy, Pharm.D.
  Interim Vice President for Research
- Shelly McLaughlin, MS, EMT-I
  Interim Vice President for Academic Affairs, HSC
- Valerie Romero-Leggott, MD
  Vice President and Executive Diversity, Equity & Inclusion Officer, HSC
- Arthur Kaufman, MD
  Vice President for Community Health

**Clinical Operations Leadership**
- Michael Richards, MD, MPA
  Sr. Vice President for Clinical Affairs
- Kathleen Becker, JD, MPH
  CEO, UNM Hospitals
- Gary Mlady, MD
  Interim CEO and President, UNM Medical Group
- Jamie Silva-Steele, RN, BSN, FACHE
  President and CEO, Sandoval Regional Medical Center
In addition to central campus, these departments embody the education and service initiatives of UNM.

### UNM Health & Health Sciences

**UNM HEALTH**
- UNM Children’s Hospital
- Carrie Tingley Hospital
- UNM Adult Psychiatric Center
- UNM Children’s Psychiatric Center
- UNM Comprehensive Cancer Center

**UNM HEALTH PARTNERSHIPS**
- Clinical partners including TriCore Reference, Lovelace Rehabilitation Clinic, First Choice, Veteran’s Administration, Genesis HealthCare

**ACADEMICS & SUPPORT**
- School of Medicine
- College of Nursing
- College of Pharmacy
- College of Population Health
- UNM Health Sciences Rio Rancho
- UNM Comprehensive Cancer Center
- UNM HSC Library & Informatics Center

### Branches

**GALLUP**
- UNM Children’s Hospital
- Carrie Tingley Hospital
- UNM Adult Psychiatric Center
- UNM Children’s Psychiatric Center
- UNM Comprehensive Cancer Center

**LOS ALAMOS**
- Clinical partners including TriCore Reference, Lovelace Rehabilitation Clinic, First Choice, Veteran’s Administration, Genesis HealthCare

**TAOS**
- School of Medicine
- College of Nursing
- College of Pharmacy
- College of Population Health
- UNM Health Sciences Rio Rancho
- UNM Comprehensive Cancer Center
- UNM HSC Library & Informatics Center

**VALENCIA**
UNM 2040

Goal One: Advance New Mexico

Goal Two: Student Experience and Educational Innovation

Goal Three: Inclusive Excellence

Goal Four: Sustainability

Goal Five: One University

opportunity.unm.edu
UNM Vision & Mission

Vision & Mission

Vision
Be a global leader in realizing human potential, addressing critical community challenges, and demonstrating the power of inclusive diversity.

Mission
The University of New Mexico serves as the state’s premier institution of higher learning and provider of health care by promoting discovery, generating intellectual and cultural contributions, honoring academic values, and serving our community by building an educated, healthy, and economically vigorous New Mexico.
Health & Health Sciences

Vision
To make more progress in New Mexico’s health and health equity than any other state, in collaboration with community partners.

Mission
As a majority-minority state, our mission will ensure that all populations in New Mexico have access to the highest quality health care. In order to realize our vision and mission, we will advance health sciences in the most important areas of human health—starting with the priority health needs of our communities.
Campus Safety

• UNM PD/Escort Service: 505-277-2241
• LoboAlerts: https://loboalerts.unm.edu
• Blue Phones
• Campus Safety Website: campussafety.unm.edu
“First Things First”
A Checklist for Your Lobo Journey
Your First Day

- NetID/HSC ID
Your First Day

- NetID/HSC ID
- Direct Deposit
- W4
- W2
Your First Day

• NetID/HSC ID
• Direct Deposit
• W4
• W2
• LoboCard
Your First Day

- NetID/HSC ID
- Direct Deposit
- W4
- W2
- LoboCard

Check out your keys

UNM Lock Shop:
fm.unm.edu/services/lock-shop.html
Your First Week

• Update worksite address in Demographic Self-Service
  Go to my.unm.edu > Enter Loboweb > Personal Information > Addresses and Directory Information > Demographic Information > Worksite Address

• Parking Permit

• Get to know MyUNM

• Complete your department orientation (tour your area, etc.)
Your First Month

- Complete Mandatory Training
- Enroll in your UNM Benefits!

learningcentral.unm.edu
Your First Three Months & Beyond

• Familiarize yourself with all the resources and opportunities UNM had to offer

• Perks of Being a Lobo:
  • Education Benefits
  • Popejoy
  • Adobe Creative Campus
  • Recreational Services (Johnson Gym)
  • University Club
  • UNM Bookstore
  • Athletics
Engagement and Organizational Development (EOD)

Website: hr.unm.edu/eod
Email: eod@unm.edu
Phone: 505-277-1555
HR Client Services

Website: hr.unm.edu/client-services
Email: clientsv@unm.edu
Phone: 505-277-2013
HR Benefits & Employee Wellness

Website: https://hr.unm.edu/benefits
Email: hrbenefits@unm.edu
Phone: 505-277-6946

Website: https://hr.unm.edu/wellness
Email: wellness@unm.edu
505-272-4460
Counseling Assistance & Referral Services (CARS)

A confidential Employee Assistance Program (EAP) serving the faculty, staff, their domestic partners and retirees of UNM Main Campus, Branch Campuses and UNM Health Sciences.

Help with personal and work-related issues through free services including:

• Assessment
• Individual and Couples Counseling
• Referral to Internal/External Resources
• Supervisor Consultation
• Trainings and Workshops
• Critical Incident Debriefing
• Frontline Employee, Frontline Supervisor

Appointments: (505) 272-6868
1800 Mesa Vista Rd. NE
Monday-Friday, 8am-5pm

CARS website: cars.unm.edu
UNM CARS Policy 3750
Parking & Transportation Services

Website: pats.unm.edu
Email: parktran@unm.edu
Phone: 505-277-1938
Custodian of Public Records Office

Website: publicrecords.unm.edu
Email: un mipra@salud.unm.edu

Public Records Request

Inspection of Public Records
This web page provides information regarding the policies and procedures involved in making public records requests to the University of New Mexico pursuant to the New Mexico Inspection of Public Records Act (IPRA). IPRA requests are processed by the UNM Custodian of Public Records.

Information on making a public records request.

Submit a Request

Resources and Links

- The Attorney General's IPRA Compliance Guide can be accessed via www.nmap.gov
FINAL QUESTIONS & WRAP UP

- Engagement & Organizational Development (EOD) eod@unm.edu
- HR Benefits & Employee Wellness hrbenefits@unm.edu & wellness@unm.edu
- UNM CARS Counseling, Assistance and Referrals http://cars@unm.edu
- Ombuds for Staff https://ombudsforstaff.unm.edu
- HR Client Services clientsv@unm.edu
- HR Transaction Center hrpr@unm.edu
- Custodian of Public Records Office (IPRA) unmipra@salud.unm.edu
- Parking & Transportation Services (PATS) parktran@unm.edu
- UNM Payroll Office pay@unm.edu
- UNM Recreational Services https://recservices.unm.edu/contact-us/index.html
UNM New Employee Experience Attendance

1. Full First and Last Name
   Enter your answer

2. UNM Net ID
   Enter your answer

3. UNM Banner ID
   Enter your answer

You can print a copy of your answer after you submit.
New Employee Experience Completion Survey

esurvey.unm.edu/opinion/s?i=122018
THANK YOU!

WELCOME TO UNM!