

Memo of Understanding

The following language will replace Section A.4. of Article 12, Wages, in accordance with the reopening of negotiations on wages, as provided by Article 43, Duration of Agreement.

FY 22 Fourth Quarter Mass Salary Update (MSU)

The March 2022 Memo of Agreement (MOA) between the University of New Mexico (UNM) and United Staff UNM (US-UNM) Union indicates an agreement between the two parties that the bargaining unit staff shall receive a three percent (3%) increase on base pay. The effective date of the increase will be April 1, 2022.

In order for staff to be eligible for the pay increase, the following criteria must have been met:

- Employees must have been hired prior to January 1, 2022.

FY 23 Mass Salary Update (MSU)

For FY23, US-UNM bargaining unit staff shall receive a 4% increase effective July 1, 2022. Increases will be paid out on the check for the July 8, 2022, pay date, if this Agreement is signed by April 29, 2022. If an agreement is reached after April 29, 2022, the increase will be paid as soon as possible after the July 1, 2022, pay period following the signature of both parties. Timing of the payment is dependent on the date the Agreement is signed and required processing time. Payments will not be adjusted upwards to make up for a delay in an agreement between the parties.

In order for staff to be eligible for the payment, the following criteria must have been met:

- Employees must have been hired prior to January 1, 2022, and have completed their probation period prior to July 1, 2022.
- Employees that have a centrally recorded 2021 Performance Evaluation must have a "Successful" rating listed on both the overall categories for job responsibilities and goals.
- Increase requests for staff who do not meet these eligibility requirements are subject to approval by the appropriate EVP.

Exclusions

- Non-probationary employees who have not received a 2021 performance evaluation by their manager by April 1, 2022 will not be prohibited from receiving the four percent (4%) MSU increase.
- Non-probationary employees who have received a "Not Successful" rating listed on either of the overall categories for job responsibilities or goals may have the opportunity to raise their overall ratings. Any employees whose ratings have improved by September 9, 2022, will be provided with an updated performance evaluation, and must be centrally recorded by September 23, 2022. If so the increase will be processed effective the payroll period beginning October 08, 2022.

Increases above 4%

For FY23, increases above 4% may be given on a limited basis at the department's discretion to address equity, performance, retention, or salary compression, or to address the impact to employees whose salary increase results in a change in contribution percentage for health benefits. These increases are contingent on sufficient internal funding.

Increases above four percent (4%) will follow the specific request process for each EVP/SrVP area.

\$15 Staff Minimum Wage and Updated Staff Salary Structure

As part of the salary increase process, the minimum hourly wage for the United Staff UNM bargaining unit is increasing to \$15 on July 1st. The \$15 minimum wage requirement is applied after the salary increases outlined above (i.e., staff whose hourly rate is less than \$15 after their July 1 salary increase will be further increased to \$15 per hour).

To accommodate this change, HR anticipates adjusting the staff salary structure effective July 1, 2022. As part of the salary increase process, departments should provide the necessary increases to ensure employees are paid at least the new minimum wage and the new minimum rate for their grade as reflected in the staff salary structure. The proposed July 1, 2022, salary structure is published on HR's website at <https://hr.unm.edu/unm-staff-salary-structure>.



Teresa Costantinidis
UNM-Sr. VP, Finance and Administration

Date: 4/26/2022

Doris Williams/DW

Doris Williams
USUNM - President

Date: 4/25/22