

Memo of Understanding

This Memo of Understanding (MOU) is being signed between the University of New Mexico (UNM) and United Staff-UNM in acknowledgment of the following:

Upon signature of both parties, current incumbents in the following bargaining unit titles will be eligible for the one time increases outlined in this MOU, under the conditions noted below. (In order to be eligible for the increases noted below, the incumbent must have received a "successful" rating on their most recent official performance evaluation. See additional details below.)

- o Academic Advisor
- o Academic Advisor, Sr
- o Student Success Specialist
- o Student Success Specialist, Sr
- o International Edu Advisor
- o International Edu Advisor, Sr

UNM will begin processing to align salaries of incumbents in the bargaining unit titles above within the compa-ratios noted below for the grade level of their position. This alignment is based on relative UNM Service years as per the ranges noted below:

- o 0-4.99 service years will be brought up to a seventy percent (0.70) compa-ratio
- o 5-9.99 service years will be brought up to a seventy-five percent (0.75) compa-ratio
- o 10+ service years will be brought up to an eighty-two percent (0.82) compa-ratio

Further, incumbents in these positions will receive a 2% base salary increase regardless of their current compa-ratio, with the exception of employees in the African American Services and the Veteran's Resource Center who will receive a 5% increase due to heightened demands on their workload, meeting the needs of students in these populations. The increase noted in this section will be provided on top of the salary increase required to meet the targeted compa-ratio.

The increase for the incumbents who are currently eligible, will be effective the first day of the pay period following the date of signature on the MOU. Any incumbent who did not obtain a rating of "successful" on their 2020 Performance Evaluation, specifically either on their overall "job responsibilities" and/or "goals," will be given ninety (90) days from the signature of the MOU to raise their rating to a "successful." If an individual raises their Performance Evaluation rating(s) within ninety (90) days of signature of this MOU so that both their overall "job responsibilities" and "goals" are "successful," they will be eligible for the increase effective the first day of the pay period following the date the evaluation is signed by the employee and their manager. In this case, the processing of the payment will begin upon receipt of the evaluation by the Division of Human Resources.



Dorothy T. Anderson
VP, Human Resources

3/2/2021

Date



Doris Williams
President, USUNM

2/28/21

Date