Agenda

- HR Division Updates
- HR Staff Updates
- Tuition Remission
- Rewards & Recognition
- Comp RFP Study
- Open Enrollment Recap
- Payroll Update
- HR Website Focus Group
HR Staff Updates
Welcome

• Mary Farias
  • Sr. EOD Consultant

• Stacie Jackson
  • HR Consultant

• Martín Ulloa
  • Staff Recruitment Specialist
Farewell

- Emma Moore
  - HR Consulting Group Manager
Tuition Remission

John Rivera
Employee Benefits Specialist
Tuition Remission

Must be a Benefits Eligible Faculty, Staff, or UNM Retiree

- Pays up to 8 credit hours in Spring and Fall
- Pays up to 4 credit hours each Summer
- May be used at NMSU with reduced amounts
- Does pay for tuition differential
- Does **not** pay for books or fees
Eligible Courses

- Undergraduate, Graduate, or Professional Academic credit classes through UNM
- Professional Development classes through UNM departments (e.g., ASM, Continuing Education)
  - Academic/Professional Development courses exceeding $5250 in the calendar year will be taxed to comply with IRS regulations
- Health and Fitness – 2 credit hours per year (Taxable)
- Personal Enrichment – 1 credit hour per year (Taxable)
Spouse/Domestic Partner

- Up to 4 credit hours per semester through UNM
- Academic credit only (through UNM)
- Spouse graduate courses are taxable
- All Domestic Partner courses are taxable

See UAP Policy 3700: Education Benefits for more details
Contact

John Rivera
Employee Benefits Specialist
Phone: 277-6947
Email: johnr@unm.edu
Rewards & Recognition

Anelisa Simons
Sr. Compensation Specialist
Task

1. Benchmark with peers to find out if they have similar programs that may be adopted by UNM at a minimal cost.
2. Research existing UNM rewards and recognition programs:
   a. Gather information about what current programs award, monetary or non-monetary.
3. Research online resources (scholarly and/or industry articles, etc.).
4. Identify the process of rewarding employees, if any.
Research Scope

- Conducted by HR Seniors Team
- 34 institutions were surveyed – 26 Peers
- 31 institutions had related content – 19 Peers
- UNM Recognition programs – 13
- Online articles – 11
Use of Information

- Rewards and recognition consolidated site
  - What to house:
    - Policy, process, forms
    - Guidance, ideas, resources, articles
    - Inventory of existing UNM Recognition Programs
Contact

Anelisa Simons
Sr. Compensation Specialist
Phone: 277-1219
Email: anelisa@unm.edu
Summary:
Re-design, communicate, and implement comprehensive compensation guidelines for staff employees.

Objective:
To enhance existing guidelines and allow for flexibility with regard to compensation actions.
Project Timeline: 4 Phases

Phase 1 - Scope/Vendor Selection (Key Dates):
- June 11– July 14, RFP open
- July 15 – August 1, Review of Submitted Bids
- August – Vendor Selected

Phase 2 - Needs Assessment – Not Started
Phase 3 - Development – Not Started
Phase 4 - Communication – Not Started

Project Website:
http://hr.unm.edu/guidelines-project
Contact

HR Compensation
Email: comp@unm.edu
Open Enrollment 2015

Herman Rodriguez
HR Benefits
Data Manager
Open Enrollment 2015

- Enrollment Overview
  - Active Employees
  - Affiliates
  - Pre-65 Retirees
- Migration
- Dependents
Questions / Contact

Herman Rodriguez
HR Benefits Data Manager
Phone: 277-6947
Email: hrodriguez@unm.edu
ERB Beneficiary Form

- Be sure to use the most current beneficiary form for ERB
- [http://hr.unm.edu/forms/allforms.php](http://hr.unm.edu/forms/allforms.php)
Questions / Contact

Patty McLaughlin
Payroll Department
Phone: 277-2353
Email: patty@unm.edu
HR Website Focus Group

Elizabeth Dwyer Sandlin
Public Information Rep
HR Website Redesign

- **Focus Group**
  - Provide opinions and feedback on the new website
  - Design and Aesthetic
  - Overall Usability

- **Scheduled for:**
  - Monday, July 13, 3:00 – 5:00 pm
  - EOD Room 1007
  - John & June Perovich Business Center
To Participate, Contact:

Elizabeth Dwyer Sandlin
Public Information Rep
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