

# HR PRESENTS

*Providing employees support, engagement, and notification through service.*

## Coming Up

### Vision Plan

Benefit Services will be conducting a Request for Proposal for the Vision Plan. Changes would go into effect on January 1, 2014. Information regarding the final vendor selected and changes to the plan design and/or rates will be sent to all employees in October.

### Fall Medical and Dental Enrollment

That State Risk Management Division will offer an open enrollment for medical and dental this Fall. Details will be available in September.

### Sick Leave Bank Annual Enrollment

Enrollment will take place in July. Notices are sent directly to eligible employees through email and announcements are made through NMSU Hotline.



## Updates

### Position Management / Budget Cycle

The position management review cycle is coming to a close. Employment and Compensation Services reviewed over 200 requests for reclassifications and in-range adjustments. The new position requests were processed with an effective date of July 1, 2013 and notifications were sent out in June. The filled position reclassification and in-range adjustment requests, if approved, will have an effective date of August 1, 2013. The Vice Presidents, Deans, and CC Presidents will receive the review determination detail within the next few days. The notification will include instructions and detailed information in order to notify supervisors and employees of the results. We appreciate your patience while we finalize the cycle requests.

### Collective Bargaining Agreement Revised

The revisions to the CBA have been approved by the BOR and are scheduled to be ratified by the union in July 2013. Therefore, upcoming workshop(s) will be offered to union employees and management regarding the revisions to the union contract. The workshops will be co-facilitated by EMS and AFSCME with an anticipated launch in October 2013. For more information, please contact Employee & Management Services at 646-2449.



## Upcoming Meeting Dates for 2013

October 23<sup>rd</sup>  
Senate Chambers, Room 302

All meetings held on NMSU Main Campus in Corbett Center from 10:30 am – 12:00 pm.

Reserve your seat by registering at: [trainingcentral.nmsu.edu/hrpresents](http://trainingcentral.nmsu.edu/hrpresents)

For more information please contact the HR Service Center  
Email: [hrhelp@nmsu.edu](mailto:hrhelp@nmsu.edu)  
Phone: 575-646-8000  
Fax: 575-646-2806  
Hadley Hall, Room 17

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## Above and Beyond Award

### Jacki Griffin of Benefit Services Receives the Above and Beyond Award!

The Board of Regents presented the Above & Beyond Award to Jacki Griffin, senior human resource specialist, June 20<sup>th</sup>. In her role in the Human Resources Department, Griffin administers key benefit programs, including the Family



Medical Leave Act, other leave programs and disability benefits. She works closely with employees, their families and departments to ensure that all are aware of their rights under federal, state and NMSU leave programs. One of Jack's strengths is her genuine care and concern for every person she deals with.

Dorothy Anderson, director of human resources, says Jacki greets everyone with a smile and a willingness to help. "Jacki treats her customers with respect and takes time to meet, to listen and then to explore available options and to assist them in finding solutions." Jacki's supervisor, Rene Yoder, described the types of situations Griffin often encounters. "Recently Jacki helped a family transition from employment to leave and then to retirement due to unforeseen medical circumstances. Jacki spent countless hours assisting them, not only with leave and retirement, but any issue where they simply did not know where to turn for help."

## New HR Employee

### Kel Jaeger, HR Operations Technician for Benefit Services

Joined our team on June 10th, 2013

Kel is not new to the Human Resources field. He worked for the NM Department of Workforce Solutions in HR for two years and the Department of Labor for approximately two years as a case manager. Kel comes to us most recently from the City of San Diego Personnel Office. He has a bachelor's degree in Latin America Studies with a minor in General Management, with a concentration in International Business from UNM. He will be handling many of the benefit processing procedures as well as initial customer service for Benefit Services through e-mail and phone. Welcome, Kel!

## Don't Forget!

You can find or do the following on our website:

- Meeting Agendas
- Meeting Registration
- Request presentation topics

<http://hrpresents.nmsu.edu>

