



# New Mexico State University

## Office of Facilities Services

### THE OFS SOMETIMES MONDAY MORNING MEMO

#### INTRODUCTION

This is a special edition of the OFS Sometimes on Monday Morning Memo devoted to cell phone allowances, vehicles, and by extension, the budget. As I said in the first issue, I'll publish this on Monday when we have information to share or when you have questions that need answers - and it may not always be on Monday.

You can help by asking questions or by letting Monica know what information you feel would be helpful. The idea is, after all, to improve communications, and to do that the conversation needs to be in both directions. If you have a question you want answered or if you have an issue that you would like discussed, please tell Monica and it will be included.

#### MOBILE DEVICES

76 people in OFS are currently receiving mobile allowances. These allowances vary widely and somewhat arbitrarily from \$30 to \$140. In many cases, people with similar duties are receiving allowances that differ greatly. I'm not going to hide behind the current financial crisis on this issue, because this irregularity must be addressed in the interest of fairness to all of our employees.

If they haven't already done so, if you currently receive a mobile device allowance the Director and / or the Executive Director of your workgroup will be discussing the changes to your monthly amount in the next few days. Many allowances will be eliminated, and almost all will be reduced - including mine. Most of these changes in allowances will go into effect on April 15<sup>th</sup>. Some key points:

- These allowances were intended for a business requirement that cannot be met with an alternative method. While it's my opinion that just about everyone in OFS deserves to be paid more, that cannot be used as a justification for continuing these allowances. The fact is that business controls have been non-existent in the past, and the best thing that we can do for OFS as a whole is to implement sound business practices so that we can remain competitive.
- If someone feels that the new allowance amounts are not adequate to cover a legitimate business need that cannot be met in another way, and if they are willing to thoroughly review their bills with Kelly and me, we will certainly evaluate their situation. As a general rule, however, the OFS position will be to encourage the use of alternative solutions.
- Cell phones are both a convenience and a legitimate business need for many. Balancing real needs and conveniences is always a challenge, but the simple fact is that this reduction is important given the current economic conditions. The amount saved is **equal to the salary of approximately two people.**



**VEHICLES**

I want to thank all you who helped with the initial round of vehicle reductions. Because of the budget issues, there will be a *phase 2 reduction*. This may (and will) involve doubling up in many cases.

**BUDGET**

Even though reducing the budget remains as our top priority, please note that no one is talking about layoffs or furloughs at this time. My pledge to keep you informed with up-to-date information remains in effect. Senior Vice President Jennifer Taylor will speak to the OFS Supervisors as soon as the current legislative session develops a budget, and you are encouraged to discuss any concerns with your Supervisor and Director so that any questions that you have may be answered.

As always, thank you for everything you do for OFS and NMSU.



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