



Office of Facilities and Services

THE OFS SOMETIMES MONDAY MORNING MEMO

INTRODUCTION

This is a special edition of the OFS *Sometimes on Monday Morning Memo*. As we've said, this newsletter is published when we have information to share or when you have questions that need answers, although it may not always be on Monday. This is a case in point.

BUDGET CHALLENGES

You may remember this from the previous memos, but it is important enough to keep repeating:

*The bottom line is that the state is not doing very well financially. However, any potential cost reduction measures will not be known until after the special legislative session. What that means is that anything you hear about this is a **rumor**. I hope you will join me in making sure that we "stick to the facts"; if you hear information about possible budget cuts, I hope you will talk to your supervisor or Director before sharing it. There is no point in causing people to become upset, and I pledge to do my best at keeping everyone informed.*

You should by now have seen the President's announcement that the University Budget Committee's recommended administrative budget reduction plan has been posted on the website at <http://budgetupdate.nmsu.edu>.

The portion of the recommendation that pertains to most of you reading this is the section that states:

The recommendation assumes the following reorganizations:

Facilities Planning and Construction, the Office of Facilities and Services, and Environmental Health and Safety will be consolidated under the Business and Finance Office.

June 4	Develop draft final <i>administrative</i> cut recommendation to the President at the detail level
June 9-revised	Place draft final <i>administrative</i> cut recommendation on the Budget website Announce internal hearing on June 15.
June 15	Hold internal hearing on perceived impact of cut proposals on <i>administrative</i> units: Comments may be in writing or presented in a ten-minute in person hearing before the UBC Finalize <i>administrative</i> cut recommendation to President as a result of input
June 22	President approves final <i>administrative</i> cut recommendation



The arrow points to the current step in the budget process. While the University Budget Committee has recommended that FPC, EHS, and OFS be combined into a single unit, several steps remain before the recommendation is accepted.

I would also like to point out that the memo from the President had this statement in bold type:

In terms of regular staff, we anticipate that no one will lose their employment; a minimal number of employees will need to be reassigned within HR policy.

STRESS MANAGEMENT / WELLNESS

New ways of doing business can be stressful, and NMSU has resources to help you if necessary. Most of you know (or should know) Dario Silva, and the Health and Wellness mission is to *“promote wellness of the body, mind, and spirit”*:

<http://wellness.nmsu.edu/>

There is even an online Stress Management program:

<http://wellness.nmsu.edu/eap/stress/index.htm>

Please feel free to take advantage of these valuable resources.





WHAT DOES THE FUTURE LOOK LIKE?

At the end of June, I will have been here 17 months. Tim, Jack, and Kelly came on board after that. We're a relatively new staff to NMSU but not to the facilities business.

You have heard this before, but I have worked in the physical plant at 4 different institutions. Through my association with APPA as well as by holding several regional offices I am intimately familiar with how other schools operate. We will continue to do our best to select and implement practices that have been successful at peer institutions across the country.

New Mexico State University has a relatively new President. The incoming Provost was selected from another institution as was the new Dean of the College of Arts and Sciences, and I think it's relatively safe to assume that new people will continue to bring different and exciting ideas to NMSU.

Even without all these developments, the budget shortfall alone would have required a different approach to the way we conduct our business. At this time last year, OFS implemented an internal hiring freeze. We evaluated, tightened up and / or eliminated cell phone allowances, vehicles, travel, and training.

We placed a premium on people and will continue to do so.

As always, *"thank you"* for all that you do.



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