



Office of Facilities and Services

THE OFS SOMETIMES MONDAY MORNING MEMO (THANKSGIVING EDITION)

POSITIONS

We have released a number of vacant positions for posting. There are potential in-house candidates for many of these positions, particularly the ones in the Grounds, Plumbing, and Electrical shops as well as the one in Administration. My personal feeling is that hiring in-house people is the one time that we have a significant chance to reward performance and to provide an opportunity for advancement. That said, a promotion is not simply based on years of service and we will always hire the most qualified candidate for any position. If you apply for a position and someone else is selected, I feel that we owe you a detailed explanation of those steps that you can take to be ready when the next opportunity becomes available. We appreciate anyone who has a desire to improve and we will do what we can to help you advance if you are interested in doing so.

BUDGET CHALLENGES

As mentioned above, there are currently opportunities for staff to advance within the existing, approved positions. If and when this takes place, we will most likely “freeze” the vacant lower position until we know the outcome of the budget discussions in the legislature. At this point, the state budget is pretty dependent upon sales tax revenues, and to date these have been a little slower to increase than was expected. The second quarter revenues will be known at the end of December, and these revenue dollars will be used as the new state budget is constructed.

“Doing more with less” is a tired, worn out phrase that I won’t use any longer because it’s almost disrespectful, and it’s probably more accurate to say that we must “do less with less”. However, nearly every university and every facilities organization across the country is in the same predicament, so it doesn’t do much good to wring our hands and become stressed out over the “good old days”. What we do need to focus on is customer communications, because very few people will mind if it takes longer to do a task as long as we communicate firm commitment dates and then do what we say. The key is setting the original expectations.

As always, we remain committed to our people and to avoiding a financial situation where we would lose filled positions, but we need your help in supporting cost saving measures.



EFFICIENCY AND EFFECTIVENESS

The university Efficiency and Effectiveness Committee and the Administration and Finance department have both proposed stringent guidelines for travel, training, and mobile device allowances. We believe that we saw this coming and were “ahead of the game”, but we will keep you posted. We do request your participation as new procedures are developed, because we think it’s better to have internal self-discipline from our own procedures than to be told what to do.

WORKFORCE MEETINGS

We completed a series of workforce meetings, and several of you asked about me about attending shop and departmental meetings. I am always willing to answer any questions that people have, and if you would like for me to attend your shop or unit meeting to answer questions, just let me know and I will be glad to do so.

SENIOR VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

As you are probably already aware, Senior Vice President for Administration and Finance Jennifer Taylor is retiring on November 30th. Angela Throneberry, Associate Director of Finance and Administration, will serve as the interim until a replacement is selected. There will be a retirement reception from 4pm to 6pm for Jennifer Taylor on November 30th in the Fulton University Club, and the university community is invited to attend.

Many of you took pictures to be included in a scrapbook, and I have included some of those pictures in this newsletter. I’ll share more of those from time to time.

THANKSGIVING

It is the holiday season and during this time of year many people like to take much-needed, additional annual leave (including me!). When you do take off, however, please make sure that someone is left behind to cover for you and that they are “up-to-speed” on the work that you have going on. We need to do this in order to be fair to our customers and to those who remain behind to keep the place running.

I will be going back to Texas to see my father for Thanksgiving, so I would like to wish each of you a safe and “Happy Thanksgiving”. As tough as times can be sometimes, we all have a lot to be grateful for.



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PAGE | 3