

From: Arts & Sciences Department Administrators <ASDEPT-L@LIST.UNM.EDU> **On Behalf Of** Robin Armijo
Sent: Friday, June 9, 2023 4:02 PM
To: ASDEPT-L@LIST.UNM.EDU
Subject: [ASDEPT-L] **Mandatory Meeting!** HR Compensation to Present the Salary Placement and Equity Tool (SPET)

Good Afternoon, College Administrators and Managers.

HR Compensation will be coming to the College to present more detail about the Salary Placement and Equity Tool (SPET) on **Wednesday, June 21st from 10am – 11am in Ortega Hall #335.**

It is important you make every effort to attend this meeting. Please invite associated Staff in our Dept/Unit who may also process Staff New Hires, Rehires, Promotions (competitively selected for a position in a higher, lower, or same grade), Transfers, Reclassifications, Career Ladders, and Demotions—as a primary duty and/or backup.

Thank you—Rob

P.S. In the meanwhile, if you would like to attend an HR remote SPET Working Session—please see information below. The Zoom link will take you directly to the Working Session (no password or access code required).

SPET WORKING SESSIONS

- Working Sessions will consist of introductory information, a walk-through, and time for Q&A
- Schedule:

Wednesday	June 7	1:30 pm – 2:30 pm
Thursday	June 8	1:30 pm – 2:30 pm
Friday	June 9	10:00 am – 11:30 am
Monday	June 12	1:30 pm – 2:30 pm
Tuesday	June 16	10:00 am – 11:30 am

- <https://unm.zoom.us/j/5929544519>

Rob Armijo, Ph.D. SHRM-CP
HR Strategic Support Manager
College of A&S Dean's Office
University of New Mexico
"Reality always bats last"
Phone: 505-277-2602
Fax: 505-277-0351
RrArmijo@unm.edu