1. CALL TO ORDER AND ROLL CALL

PRESENT
Elizabeth Guthier
Robert Mackey
Bryan Uher
Jodi Baxter
Sara Battiest
Amy Bristor
Kathy Petersen
Sandra Boatwright
Sharon Corbett
Ben Tucker
Gary Newman
Jennifer Elhard
Heather Wells
Ashley Munro
Naomi Horne
Katrina Paul
Kayt Sunwood
Pips Veazey
Sara Spurlin
Junella Sparks
Dawn Dearinger
Deb Hao
Carol Shafford
Forrest Kuiper
Walker Wheeler
Travis Brinzow
Britton Anderson

ABSENT
Chris Van Dyck
Nicole Carvajal, ASUAF President

EXCUSED ABSENCE
Susan Baird
Mary Sue Dates
Heather Leavengood
Brad Havel
Jennifer Stutesman
Richard Machida
Jon Dehn, President, Faculty Senate

GUEST (S)
Bob Shefchik, Executive Officer
Maggie Griscavage, OGCA Director

OFFICERS PRESENT
Margo Griffith, Vice President, Staff Council
Maria Russell, President, Staff Council
Martin Klein, Past President, Staff Council

A. Adopt Staff Council Agenda #212, Wednesday, December 15, 2010

Agenda adopted as presented.

B. Approve Staff Council Minutes #211, Friday, November 12, 2010

Minutes approved as amended.
2. PUBLIC COMMENT

No public comment at this time.

3. OFFICER REPORTS (Attachment 212/1)

A. Maria Russell, President, Staff Council

Maria announced the departure of Nichole Kloepfer. Nichole will be taking a position with IAB. Her last day will be December 15th.

A 7 percent increase for all undergraduate tuition and a 3 percent increase for graduate rates were approved by the BOR for the 2012-2013 school year. The rate is the minimum the multi-campus system predicts will be needed to help balance its FY2013 budget.

Regents Eric Drygas and Cynthia Henry finished their last BOR meeting. Gov. Parnell is expected to appoint new regents in February. Regent Fuller Cowell of Anchorage was elected to serve as chair of the board for the coming year.

The Lockton group gave a presentation of the UAF healthcare to the BOR. It is Attachment #1, please read it. It is the “Big Picture” of health care for the university, and a nice snapshot for those who do not wish to delve into the deep details.

President Gamble came to the Faculty Senate meeting and discussed the Fischer report which is on its second draft. It should be completed in 2011.

The current draft of the performance evaluation is attached. Formatting and grammatical issues have been addressed, but the contents are basically the same.

Bob Shefchek is here to address the concerns about non retention at ARSC.

When the new janitorial contract goes into effect, fourteen janitorial UAF Staff Members will be given the opportunity to continue working with that company pending background checks.

The Labor Report to the Board Of Regents is attached. (Attachment 4)

There was significant concern from staff about the forced campus closure at Thanksgiving. A policy from 2003 mandated that administrative leave should have been used in such a rare occasion. The policy was found under the Marketing and Communications crises plan called: UAF Campus Closure Due to Emergency Conditions. Because of the exclusive location of the policy the Chancellor was unacquainted with the previous Chancellor’s changes. UAF staff members felt expendable and it gave a negative perception since classes were cancelled and staff had to report to work.

UAA had similar weather conditions and received 20 hours of administrative leave. There is concern with both statewide and sister MAU’s. A member observed UAA used Fund 1. By contrast UAA has much less research staff than UAF. UAF research funding cannot be used in the same manner as Fund 1. There is currently discussion among staff that rather than be forced to take leave they should have been paid administrative leave.
B. Margo Griffith, Vice President, Staff Council

As of January 1, 2011 the flex spending accounts will no longer permit OTC meds without a prescription from a doctor.

There was an email about closure through Scott McCrea regarding the winter holiday from December 23 – January 2.

The holiday hours website at http://www.uaf.edu/marketing/holiday/index.xml contained listings of high traffic departments that would be open with the adjusted hours. Departments were urged to post their holiday hours and update their voicemail with their holiday schedules because Summer Sessions WINTERmester students would be on campus January 3 – 14.

A Newsminer article and “Executive Summary of Education Benefits” summary addressed the educational benefits to University employees. The University is considering a couple of moderate changes to the policy: a six month waiting period, and payback of failed classes.

ASEA representatives attended Public Comment at the BOR meeting and announced they will be holding a video conference on January 22nd with the intention to resume organizational efforts.

A 60 Minutes newscast raised awareness on copier hard drives and privacy issues. The report can be viewed at http://www.youtube.com/watch?v=iC38D5am7go.

4. GOVERNANCE REPORTS (Attachment 212/2)

A. Jon Dehn, President, Faculty Senate (not available)

Jon Dehn was unable to attend. He wanted us to know the Faculty Senate and Faculty Alliance have been working to revise the Academic Master Plan and hope to have the final draft roll out shortly. They are also working on the +/- grading.

B. Nicole Carvajal, President, ASUAF

No report at this time.

6. GUEST(S)

A. Bob Shefchik, Executive Officer

Bob reported on ARSC staffing issues. A number of executives, faculty, students and staff were notified that they will see termination of contract or layoff notices, dependent on employment status. The Chancellor felt that all staff should be treated equally in the layoff status. The chancellors’ office has outlined a new staffing structure for ARSC. On June 17 all contracts end. If the DOD contracts were renewed the layoff notices would be rescinded.

Amy Bristor asked what UAA grant funded employees were paid with during the ice closure. Bob noted that it was Fund 1 charges.
Twelve custodians and two supervisors have been laid off. They are in priority status for finding new positions.

Bob is open to suggestions for handling closures differently. He realizes that not all staff are Fund 1 funded. Restricted funds cannot charge their grants for staying home. Campuses were closed three different ways across three different days. No easy answers to the closure for management.

Reflecting on the year, budgets have been tight and major program changes have occurred. There are rising costs by 6-7% and revenue about half, that went up causing budget pressure. On the plus side, tuition revenues, degree retention, enrollment, research, and student credit hours are up. It has been a positive year.

A. Maggie Griscavage, OGCA Director

Updating Council on the current status of effort reporting from the grants and contracts perspective.

Maggie has been working on web time entry (electronic timesheets) and on the grant effort certification project with MAU’s and statewide. There is a web link to the web time entry workpage on the HR website. Statewide has commissioned Maximus to review our current processes. The outcome will strengthen our policies and procedures. That is in the final draft and is being reviewed. The web time entry is in trial mode in Banner right now.

Walker asked when the system would be implemented. On July 1, 2011 there will be an initial staff roll out with hourly and exempt, then faculty. Bob suggested that a note to Kris Racina to opt in the process will be helpful.

7. COMMITTEE REPORTS (Attachment 212/3)

A. Staff Affairs, Mary Sue Dates and Brad Havel

This committee has not met.

B. Rural Affairs, Susan Baird

This committee has not met.

C. Elections, Membership, and Rules, Katrina Paul

Please see attached report. Katrina noted that the committee met Monday and discussed election results. Walker Wheeler is the new chair.

D. Advocacy Committee, Jodi Baxter

Jodi noted that they met on Friday. Discussed staff tours and having some kind of family fun day. Gary noted if there were some education efforts with legislators, open enrollment etc. The committee will work on this.
E. Staff Appreciation Day Committee, VACANT

Nichole noted that Ashley and Amy Bristor will be co chairing the committee. A barbeque will be held at Lola Tilly Commons. Longevity awards are being ironed out.

BREAK

Martin, Juella, Margo and Maria presented a Resolution Of Appreciation to Nichole Kloepfer.

8. EXTERNAL COMMITTEE REPORTS (Attachment 212/4)

A. Master Planning Committee (MPC), Gary Newman

Notes are being posted. The R.I.S.E (sustainability) committee is talking about a series of solar panels on the SRC. Mike Sfraga suggested an outdoor recreation area, but there is no funding for this project at this time. The presentation is on the web.

B. Subcommittee on Parking and Circulation Committee (SCP), Katrina Paul

The committee has not met.

C. Chancellor’s Diversity Action Committee (CDAC), Juella Sparks

CDAC meets today. Bylaws issues discussed last meeting. The committee is working with CRCD and ASUAF to get student members appointed. The committee is finalizing a campus climate survey.

D. Governance Coordinating Committee (GCC), Maria Russell

GCC is discussing bylaws changes to standardize terminology used for “standing” and “permanent” committees.

E. Technology Advisory Board Committee (TAB), Brad Havel

No report at this time. They won’t meet again until the spring.

F. Chancellor’s Planning and Budget Committee, Chris Van Dyck

No report at this time. Meets in the spring.

G. Student Recreation Center Board (SRCB), Carol Shafford

This committee has not met.

H. Bunnell House Advisory Committee, Walker Wheeler and Heather Leavengood

This committee has not met.
I. Work, Life, Balance Committee, Walker Wheeler and Heather Leavengood

This committee has not met.

J. Staff Health Care Committee, Ashley Munro and Maria Russell

Carol Shafford reported that there are dramatic changes coming. She encouraged everyone to review the Health Care information in the Presidents report. Some changes that might be coming include: the removal of Nexium (due to widespread use and high cost) from the pharmacy plan, or it may be moved to tier 3 drug; increased generic co-pay; allowing drugs that may freeze or are heat sensitive to be purchased locally, with a double co-pay; there will be a surcharge for covered working spouses of $50.00; a smoking or tobacco surcharge; charging part-time employees more for benefits than full time employees; higher deductibles. There will be a dependants audit, with birth certificates and marriage certificates required. Staff Council support charging for up to three dependents (children) on the benefit plan and they encouraged Mike Humphrey to start work on that for FY13.

Juelle asked how much statewide spends on health care consulting each year. She would like to see it as a separate line item.

Kayt is really frustrated that the Staff Health Care Committee can only advise and is not able to prevent negative actions. Can the Staff Health Care Committee please register unhappiness on the web so everyone will know its position.

More discussion on health care personal responsibility and cost saving followed. The University is self-insured and there is a need for each employee to be responsible.

K. Intercollegiate Athletic Council, Pips Veazey and Heather Leavengood

This committee has not met.

L. Chancellor’s Advisory Committee for the Naming of Campus Facilities, Maria Russell

The committee worked on guidelines for the naming process. A rough draft should be available in January.

M. Accreditation Steering Committee, Kayt Sunwood

Meets this coming Monday

N. Meritorious Award Committee, Maria Russell

This committee will meet in the spring.

9. DISCUSSION ITEMS

A. November Campus Closure
Ashley mentioned that the late announcements are problematic. Because of the closures, scheduling time off has become more difficult.

Discussion followed: Amy proposed addressing the Marketing and Communications 2003-001 crises plan “UAF Campus Closure Due to Emergency Conditions” standard policy and ask for administrative leave for Tuesday November 23rd since the campus was closed. Addressed during discussion were issues of UAF being highly grant funded while UAA being mainly Fund 1 (student tuition) funded. Discussions at the statewide level made it clear campus closures are determined by the Chancellor. The point was made that there are a lot of budget issues right now and the administrative leave will cost money. The differential treatment had a negative impact on UAF Staff members. Gary spoke about the Marketing’s 2003-001 standard policy and recommended we should follow the standard policy until it is changed.

Issues to address: 1. The current policy asking for retroactive Administrative leave for Tuesday, November 23rd 2. Asking the chancellor to define closures for campus in correlation with classes and 3. Future revisions to his campus closures.

1st motion for retroactive pay for Tuesday November 23rd. Motion voted for unanimously

2nd motion move to Staff Affairs the definition of a closure.

B. Layoff handling.

Item moved to January.

ACTION

10. NEW BUSINESS (Attachment 212/5)

A. Motion to approve the Fall 2010 Odd-Unit elections

Elections for the Fall 2010 Odd-Unit were approved unanimously, with the understanding that write-ins accept and are verified.

11. ROUND TABLE DISCUSSION

12. ADJOURN