MINUTES
UAF STAFF COUNCIL MEETING #88
Wednesday, March 5, 1997
Wood Center Ballroom

I Ron Pierce called the meeting to order at 8:30 a.m.

| MEMBERS PRESENT: | MEMBERS ABSENT: |
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| Banks, P. | Gieck, B. |
| Bender, L. | Johnson, J. |
| Bergeron, B. | Jordan, S. |
| Carroll, P. | Kenworthy, M. |
| Chapman, C. | Pederson, J. |
| Enochs, K. | |
| Frey, B. | OTHERS PRESENT: |
| Harris, L. | Barr, K. |
| Howald, C. | Buggey, K. |
| Leavy, D. | Christensen, S. |
| Long, P. | Kastelic, P. |
| Magee, P. | Lynch, D. |
| McHenry, Y. | Mosca, K. |
| Mulkey-Trice, D. | Rice, M. |
| Murawsky, N. | Scholle, M. |
| Oleson, B. | Segla, D. |
| Pierce, R. | Sowell, P. |
| Plowman, C. | Wadlow, J. |
| Powell, D. | Witt, D. |
| Ritchie, E. | |
| Scalise, G. | |
| Stubsjoen, A. (for N. Cushing) | |
| Thomas, M. | |
| Wilken, S. | |
| Underwood, S. | |

B. The minutes to Meeting #87 (February 5, 1997) were approved as distributed via e-mail.

C. The agenda was adopted as distributed via e-mail.

Pam Sowell thanked everyone for their cards and letters and let everyone know that her son is improving on a daily basis.

II Vice Chancellor for Administrative Services Remarks - M. Rice

On December 17, 25 staff members went to Eielson Air Force Base to learn how they do business and the exchange was very productive. The UAF group received a tour of the base, along with working in the various areas. UAF reciprocated and on March 4, 36 members from Eielson worked at UAF for the day. Areas represented included parks and recreation, computer and networking, food service, police department, risk management, maintenance, personnel, transportation, etc. This group received a tour of the super computer and the SAR facility. Hopefully this will be the start of more productive networking.

Vice Chancellor Rice publicly acknowledged the work of a staff quality management team working on energy conservation. The rate of energy consumption has slowed down and as of February, the energy consumption was down from the previous year and is down 5.5-6% for the whole year. This should realize a $250,000 savings. Also note that this has been the coldest winter in 27 years.

III Chancellor¹s Remarks - J. Wadlow

The Fairbanks Daily News Miner reported on March 5 that enrollment has increased at UAF. Student feed back regarding the changes to the registration process have been positive. The retention rates have also increased. A positive, aggressive marketing image building effort is underway. The University of Alaska Foundation trustees have set aside funds to help with this image building campaign. Chancellor Wadlow stated that staff, faculty, and students are the best form of public relations and asked for assistance on getting positive comments out regarding UAF.

Two free consultants were on campus last week to help expand the international program. One consultant was from the

University of Wyoming and another from Washington State. There report will be out shortly. One recommendation made will be implemented immediately and that is to offer mini grants for faculty and staff which would help expand international activities. Representatives suggested that focus should center around circumpolar studies.

Chancellor Wadlow reported to the Chamber last Monday that the women's basketball team won and the men's basketball team put in a good showing. Also, the inaugural black tie event took place for the receiving of the charter for the first Greek fraternity on campus. The fraternity emphasizes a balanced man that is active in the community/campus. This will make UAF more competitive with a number of universities in the lower 48. It took five years to develop this program.

The Borough recently produced a tape outlining the Fairbanks North Star Borough. This tape will be used to attract businesses to the area and has a very nice segment on UAF, including Poker Flat.

The College of Fellows have set May 22 as the flower planting date on campus.

Representatives recommended that faculty and staff wear UAF sweatshirts and t-shirts on Friday to help promote UAF and asked if the Bookstore would give a discount on these items.

A suggestion was made to actively approach businesses in the community to purchase credits for their employees.

IV President¹s Report - R. Pierce

Progress Report - The supervisory training program has had an average attendance of 90 for the first offerings. Now that the sessions are being repeated, attendance is averaging around 50. There have been a number of positive comments received.

President Pierce attended the ASUAF meeting last Sunday and gave a Staff Council report. Don Lynch also attended the meeting and gave a report on behalf of the Faculty Senate.

Ongoing issues that will need the attention of all staff include the Health Benefits Task Force and paid time off. The Board of Regents were informed that the compensation package for the University will be reviewed this quarter. The current package does not have an inflation factor. The appeals deadline for the JEF project has been extended to March 14.

Collective Bargaining - Staff members have received information regarding collective bargaining and President Pierce would like to have a member from collective bargaining, as well as a member of the administration address Staff Council so that everyone is informed.

Paula Long attended the February Board of Regents meeting in Juneau. Faculty, staff, and students met and addressed issues that effect everyone, as well as develop lobbying strategies. The outlook for the University budget was not favorable and President-Elect Long encouraged the representatives to take an active roll in lobbying the legislature.

V Governance Reports

A. Faculty Senate - D. Lynch

As stated earlier, Don Lynch attended the ASUAF meeting on Sunday on behalf of the Faculty Senate. Don Lynch also added that Brenda Wilcox did a good job organizing alumni for the lobbying efforts in Juneau. March 10 is the next Faculty Senate meeting. The Senate is in the middle of elections and Don Lynch asked Staff Council representatives to encourage faculty in their area to run. Also, nominations will open for president-elect. The Senate will be looking at changing the composition of the Promotion and Tenure Committee to reflect the change in the structure on campus. The function of Curricular Review and Core Review will be redefined. Also, teaching effectiveness will be evaluated. The Senate has passed a spring cycle for course approvals. A suggestion was made that representatives encourage students to

register early to allow for adequate planning. The Provost and Chancellor will be addressing the status of the new college structure and the Palmer experimental station at the March meeting. Regarding United Academics, they are going into their second negotiation session this afternoon.

B. ASUAF - C. Wheeler

No report.

VI Guest Speaker

A. Patty Kastelic, Executive Director Statewide Human Resources - JEF Recap and Health Benefits

Patty Kastelic, Executive Director for Human Resources at Statewide distributed a handout at meeting regarding the proposed paid time off program. Information regarding this program is located at: http://info.alaska.edu/UA/benefits/leaves/ At this time no decision has been made on leave benefits. In direct compensation runs about 40% above salaries and 85% of the University's budget is in the form of compensation. There have been a number of requests for paid time off. The national average for sick leave usage for university employees is 5 days per year and UAF's average is 12 days for APT and 14 days for classified. Some employees view sick leave as use it or loose it, while other employees only take a day or two. There are also managerial differences in the use of sick leave. Some departments have asked employees to use sick leave to alleviate budget shortfalls, while others require their employees bring a doctor's excuse if they are sick more than three days. Complaints have been received regarding the wide range of managerial styles relating to sick leave. Concerns were expressed regarding the sick leave which would be in the bank after the conversion. Patty Kastelic stated that the leave would remain in the bank, unless used, for the duration of the staff members employment. They would not loose it. The current sick leave bank would have to be addressed because it is in violation of ADA. Concerns were expressed over funding a paid time off leave program. The program being presented is neutral because only 7 days of sick leave is funded instead of 15 days. Representatives expressed concerns regarding the time line for implementation of a paid time off program. They did not feel that it was appropriate to rush into a paid time off program until everyone has ample time to provide input. Patty Kastelic reiterated that the University cannot afford to fund 14 days of sick leave, 18 days of annual leave, and 11 holidays and keep the current staff numbers.

Staff Council has established an ad hoc committee to address a combined leave program and requests input from staff on what they would like in a paid time off program. Beverly Frey from Geophysical Institute is chairing the ad hoc committee and you can forward your comments to her at beverly@gi.alaska.edu.

A summary was distributed outlining the results of the JEF project. UAF had 587 positions that had no change to their grade, 288 that went up 1 grade, 56 that went up 2 grades, 13 that went up 3 grades, 5 that went up 4 grades, and 1 that went up 5 grades. There were 43 positions that went down 1 grade, and 2 that went down two grades. On March 30, employees will move up to Step A of their new grade if they are below Step A. No employee will receive a decrease in pay. The appeal deadline has been extended to March 14.

A salary survey will be conducted this year and representatives requested information on this project. Patty Kastelic stated that she would provide this information.

VII The Council took a five minute break.

VIII Committee Reports

A. Elections, Membership & Rules - L. Bender

Nominations opened at the meeting for the position of President-Elect. The President-Elect will be elected from the staff at large by the representatives at the May 7 meeting. If you are interested in serving as President-Elect, contact Ron Pierce at 7015, Paula Long at 6685, or the Governance Office at 7056.

B. Rural Affairs - B. Oleson

The committee met face-to-face on February 13 and discussed supervisory training for rural staff. Ron Pierce and Barb Oleson met with Dean Gabrielli to outline a possible plan for rural training. Committee members were asked to identify topics, as well as faculty and staff, for possible training sessions. A training group was recommended to travel to the rural sites and conduct training. Another recommendation was made to encourage rural staff to attend training sessions when they are in Fairbanks on business. Recommendations for ways to improve communication were reviewed. The committee also finalized their spring meeting schedule.

C. Staff Affairs - B. Bergeron

The committee addressed parking and the following resolution was moved and seconded. The vote was unanimous.

RESOLUTION PASSED (unanimous)
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WHEREAS, parking fees in 1995-1996 for staff/faculty were raised 100% and revenues only increased 50%, and

WHEREAS, no major improvements have been made to the parking conditions on the Fairbanks campus, and

WHEREAS, current revenues generated actually cover the expense of parking, and

WHEREAS, there is no clear understanding or justification for where excess revenues generated would be used, now

THEREFORE BE IT RESOLVED, that Program Assessment's reference to parking be re-evaluated and parking fees at the University of Alaska Fairbanks reflect the true cost of parking.

Dated this 5th day of March, 1997.

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Fund Raising - Delores Trice is chairing the subcommittee on fund raising for the Chancellor's Recognition Program and representatives were encouraged to sit on the subcommittee. Representatives were also encouraged to donate to the program. The committee will be coordinating funding raising efforts with Pam Davis, Director of Development.

Paid Time Off - Beverly Frey is chairing the subcommittee. Representatives were encouraged to provide input on what they would like to see in a paid time off program and get the information out to their constituents. Send comments to beverly@gi.alaska.edu.

D. Staff Training - D. Powell & E. Ritchie

A handout was distributed on the supervisory training sessions remaining. Representatives were encouraged to post this information in their area. The training sessions have had great attendance. The committee requests input on the supervisory training sessions to assist in planning future sessions.

The longevity awards ceremony will be April 25 at 1:30 p.m. in Schaible auditorium. Representatives were encouraged to attend. Focus will be on the employees who will be taking the RIP.

E. System Governance Council - M. Scholle

Staff Alliance and System Governance are addressing the paid time off proposal. Marie Scholle made copies of the current Alaska Administrative Code and the state statutes regarding leave and this information is available for review in the Governance Office. The state statutes are available on the Internet at: www.legis.state.ak.us The Staff Council Administrative Committee meet Monday to address ways to improve communication. Recommendations included getting more information out via e-mail since the time frame from when Staff Council meets and the Staff Alliance meet does not lend itself to sharing information on a timely basis. Thus, e-mail will be used more frequently. Also, Ron Pierce, Paula Long, and Marie Scholle will be meeting prior to the Staff Alliance and System Governance meetings to address the concerns that Staff Council has to forward to these governing bodies. Both Staff Alliance and System Governance Council agendas and minutes are available on the web and can be accessed through the Governance Office web page. The Governance Office also distributes this information via e-mail. If you are not receiving the agendas and minutes, contact the Governance Office at fystaff@aurora.alaska.edu.

At the February Board of Regents meeting, the System Governance group met with a number of legislators. There is a misconception regarding the University with the legislature that needs to get turned around. A legislative aid for Mark Hanley expressed concerns over the University doing research on agriculture and dairy. It was easier and cheaper to get milk from Washington, etc. Ramona Barnes has a daughter attending UAA but does not support the University because she feels the University has lied to the legislature regarding the community college system. Some legislators stated that research was not important. Eldon Mulder is chairing the subcommittee addressing University finances. The Interior Delegation is very supportive of the University, but they need our assistance. Write to legislators now and let them know how important UAF is to the Fairbanks community, rural communities, and the state of Alaska and get your friends to write.

F. Task Force on Health Benefits - C. Plowman

Representatives recommended taking a proactive instead of reactive approached to the cost of health benefits and seriously consider a wellness program. Information regarding the Health Benefits Task Force is located at: http://info.alaska.edu/UA/benefits/ All meetings are open to the public. Send comments to Cheryl Plowman at fncap@columbia.uafadm.alaska.edu

IX Other Business

A. Picnic Committee - P. Long

The committee is in the beginning stages of planning the spring picnic and welcomed assistance from anyone who would like to serve on the committee. Contact the Governance Office at fystaff@aurora.alaska.edu.

X Comments and Questions

None received.

XI Announcements

A. Representatives thanked President Pierce for organizing input from the union and administration so that everyone is informed.

B. Walk America for the March of Dimes will be on Saturday, May 3. For more information, contact Cheryl Plowman, organizer of the UAF team, at fncap@columbia.uafadm.alaska.edu.

XII The meeting was adjourned at 10:50 a.m.

Tapes of this Staff Council meeting are in the Governance Office, 312 Signers¹ Hall, if anyone wishes to listen to the complete tapes.

Submitted by Kathy Mosca, Staff Council Secretary.