For additional information on any of the committees listed below, including committee contact information, contact the UAF Staff Council Office at uaf-staff-council@alaska.edu or (907) 474-7056.

**UAF Staff Council Committee Member Responsibilities:**
Information related to all permanent committees:

– After orientation, representatives are requested to select a committee on which to serve. Alternates may also select a committee.
– Committee chairs are responsible for preparing committee meeting minutes and providing a report to the UAF Staff Council via the Staff Council secretary.
– Council members are required to serve on one committee and plan to attend monthly meetings. All committee and Council meetings are open to the public. The chair works with committee members to select the best time for all to meet. The secretary selects the location and sends out the reminders to the committee members about the monthly meetings. The Chairs send the meeting minutes to the Council secretary; the secretary includes the monthly committee minutes in the Council meeting agenda. Please note that all permanent committee chairs automatically become members of the Administrative committee. Committee Chairs and Staff Council Officers meet during the Administrative committee meeting to set the monthly Staff Council meeting agenda.

**STANDING COMMITTEES**

**Administrative Committee**
Purpose of Administrative Committee – Responsible for preparing the Agenda for UAF Staff Council meetings, providing a committee report to Staff Council, and representing and acting on behalf of the Staff Council between Staff Council meetings. The committee is composed of the Staff Council officers and chairs of standing committees. The Vice-President shall be the chairperson. This committee is a standing committee of the UAF Staff Council.

**Elections, Membership & Rules Committee (EMR)**
Purpose of Elections Membership and Rules – Responsible for conducting elections, maintaining a membership list, reviewing the Bylaws and Constitution to reflect the needs of the body, reviewing unit composition and designations and generating petitions for unit designation changes as required, as well as accepting and pre-qualifying petitions for proposed changes to unit designations from constituents. This committee is also responsible for parliamentary procedure within the Staff Council meetings. The chairperson shall be elected from the committee. This committee is also a standing committee of the UAF Staff Council.

**Rural Affairs Committee (RA)**
Purpose of Rural Affairs - Oversees the general welfare of the UAF community not residing on the Fairbanks campus. The committee monitors all activities affecting compliance with the College of Rural and Community Development (CRCD) mission statement of the University of Alaska Fairbanks. The chairperson shall be elected from the committee. This committee is a permanent committee of the UAF Staff Council.

**Staff Affairs Committee (SA)**
Purpose of Staff Affairs - Works on issues such as benefits, compensation, grievance procedures, position evaluations, hiring procedures, and any matters that affect the health and welfare of staff. This is in an
advocacy role, as Staff Council has no organized recognition as a bargaining unit within the University of Alaska (UA) structure. The chairperson shall be elected from the committee. This committee is a permanent committee of the UAF Staff Council.

University Advocacy Committee
Purpose of University Advocacy Committee - The committee organizes events and functions that increase staff morale and promote awareness of the University. The chairperson shall be elected from the committee. This committee is a permanent committee of the UAF Staff Council.

AD HOC COMMITTEES
Information about Ad Hoc Committees:
- The Staff Council President appoints all ad hoc committees as demand warrants.
- Committee chairs are responsible for preparing minutes and providing a report to the UAF Staff Council via the Staff Council secretary.
- Council members and staff at large may serve on these temporary committees.

Current Staff Council Ad Hoc Committees include the Chancellor’s Cornerstone Award Committee, the Staff Make Students Count Award Committee, the Staff Appreciation Day Planning Group, and the Staff Council Calendar Committee.

EXTERNAL UAF COMMITTEES
External UAF Committees are committees that are not owned by UAF Staff Council based at UAF. Staff Council has reserved representative seats on many of these committees. Terms of office and the number of Staff Council are determined by the individual committees.

Chancellor’s Advisory Committee for the Naming of Campus Facilities
This committee meets as needed to address the naming of facilities on campus. UAF Staff Council has one representative seat on this committee.

Chancellor’s Diversity Action Committee (CDAC)
The mission of the Chancellor’s Diversity Action Committee is to promote an environment, where the diverse nature of all people is acknowledged, where diversity is respected, where diversity is celebrated as strength, where diversity is valued and where achieving equity is expected. The committee charge is to educate, demonstrate and model behavior that reflects the committee member’s commitment to diversity, respect and equity at UAF. UAF Staff Council has two representative seats on this committee.

Chancellor’s Planning and Budget Committee
This committee is comprised of academic administrators, faculty, staff, rural and student representatives along with selected administrators and runs from March to June. The committee is chaired by the Provost, members are appointed by the Provost.

Governance Coordinating Committee (GCC)
http://www.uaf.edu/uafgov/governance-coordinating-c/
The UAF Governance Coordinating Committee, representing faculty, staff, and students, provides a forum for the three individual UAF governance bodies to address common concerns and exists for the expressed purpose of coordinating unified action. Membership of the UAF Governance Coordinating Committee is provided by the officers of each Governance body and its committee officers:
- UAF Faculty Senate – President and President-Elect
- UAF Staff Council – President and Vice President
- Associated Students of the University of Alaska Fairbanks, ASUAF – President and Vice President

The UAF Governance Coordinating Committee meets twice each semester. Permanent and special ad hoc committees, with members from the other governance bodies and the general University population, address current issues and concerns of each governance group. If there any issues you would like the UAF Governance Coordinating Committee to address, please contact the Governance Office at 474-7056 (nmdufour@alaska.edu), Room 314 Signers' Hall.

The Governance Coordinating Committee also receives reports from other committees outside its control who are also concerned with campus issues.

Committee officers change in May and June after the Faculty Senate and ASUAF elections are completed. The chairperson shall be elected from the committee; the position rotates annually between governance groups.

Intercollegiate Athletic Council
According to the committee’s mission statement: The UAF Intercollegiate Athletics Council is responsible for advising the University Chancellor, the Vice Chancellor for Advancement and Community Engagement, and the Athletic Director on policy matters affecting intercollegiate athletics and for monitoring the implementation of such policies. First and foremost, the IAC exists to help the university and the department of athletics to develop and maintain the academic integrity of the institution and the academic and social development of student athletes. UAF Staff Council has two representative seats on this committee.

Master Planning Committee (MPC)
This committee’s name is the University of Alaska Fairbanks Master Planning Committee (MPC), organized under the authority of the Chancellor of the University of Alaska Fairbanks. Its primary task is to assist in implementing and continually updating the current UAF Campus Master Plan. UAF Staff Council has one representative seat on this committee.

Parking Advisory Committee
This committee is responsible for making recommendations to the MPC about planning and management of circulation and parking on campus consistent with the Campus Master Plan. Any proposals involving this area should be brought first to MPC Chair, who may then delegate to the tasks of gathering information, developing detailed plans, and/or making recommendations. Parking Services staff will support the work of the committee. UAF Staff Council has one seat on this committee.

Technology Advisory Board (TAB)
http://www.alaska.edu/uaf/tab/index.xml
This committee oversees the use of the student technology fee and reviews proposal requests for technology money twice a year. Technology fees are used to maintain labs, extend hours, and upgrade lab equipment. UAF Staff Council has one representative seat on this committee.

Work-Life Balance Committee
This committee meets to discuss various ways to assist staff members in balancing their work commitments with their personal lives. This committee is run by UAF Human Resources. UAF Staff Council has two seats on this committee.
EXTERNAL STATEWIDE COMMITTEES

**Staff Alliance - Staff Health Care Committee (SHCC)**
http://www.alaska.edu/governance/staff-alliance/staff-groups-and-committe/staff-health-care-committ/

This committee is a Staff Alliance Ad Hoc to the Joint Health Care Committee. It is created to investigate and report on particular health care matters or concerns. UAF Staff Council has two representative seats and two alternate seats on this committee.

**Staff Alliance – Compensation Working Group**
This committee assesses and makes recommendations on various issues related to compensation of non-represented university staff. UAF Staff Council has two representative seats and two alternate seats on this committee.