MINUTES
UAF STAFF COUNCIL MEETING #140
Friday, 13 December 2002
*Face-to-Face
Wood Center Carol Brown Ballroom

I. A. Larry Ledlow called the meeting to order at 8:45 a.m.

B. Roll Call

MEMBERS PRESENT:     MEMBERS ABSENT:
Joyce Allen-Luopa     Kim Armstrong
Cynthia Bauer  Tyrone Burkhead
Sarah Comstock Annette Chism
Forest Kuyten for Annette Chism     *Gabrielle Hazelton
Linda Cook Stacey Howdeshell
Scott Culbertson     *Nici Murawsky
Jen Crews Christine Truncali
Wanda Fields  Julie Wegner
Liam Forbes  Joyce Whitehorn
Diane Gray
Larry Ledlow
Angela Linn     Guests:
Michelle Littell
Gary Newman
Rory O'Neil Marshall Lind, Chancellor
Maya Salganek  Godwin Chukwu, Faculty Senate President
*Heidi Simmons Sharish Patil, Chair, MPC
*DeShana York  Subcommittee on Circ. & Parking

C. Approval of Minutes to Staff Council meetings #138 and #139

D. Adopt Agenda for Staff Council meeting #140.

E. President's Report - Larry Ledlow

1. Joe Knox discussed the all staff list with the Governance office staff. The Aurora accounts will be used to generate a list automatically with all UAF staff e-mail addresses. We are making important steps towards better communication. Governance plans to update the website. Regarding minutes we will strive for two weeks turn-around time. This depends in part on forwarding your reports, notes, and activities in electronic form. Eventually we hope to have regular biweekly updates, summaries about Staff Council actions, and what it plans to do. We've heard from Carla Browning who would like to feature committee work in the Cornerstone or other news media resources that we have available.

Staff Council and Faculty Senate passed the motion to establish the Governance Coordinating Committee On Diversity and Tolerance. The ASUAF students have not yet voted on the motion. UA System Governance discussed establishing a similar body at the System Governance Council (SGC) level, but a vote was not held due to lack of a quorum.

The Institutional Climate Forum took place on 12 December; Maya Salganek will report more about the forum during her report.

My request to receive feedback on the Year 2009 Strategic Plan generated comments from some Staff Council members. The comments were forwarded to Jim Johnson at Statewide. Regents will review the latest 6 December draft at their retreat in January. You may review the document at the Board of Regents' website.

The topic of health care was discussed at the Board of Regents' meeting. A committee was established to look at the plan, cost structure, changing the model, and different approaches to contain health care cost increases. The committee's recommendations are due 1 September 2003. It is not too early to provide comments and recommendations. There will be a regular quarterly expense report. Human Resources is rolling out a new service at http://www.premera.com. It should allow you to access your benefits information online.

The Board of Regents published a report from Commonwealth North, basically accessing the University's mission and how well it accomplishes recommended improvements. You may access it online at the website commonwealthnorth.org.

The Advocacy Committee is planning a UAF Day at North Pole. The spring legislative session is coming up. Think about how we will engage the legislators and coordinate activities with the rest of the groups on campus.

I would like to acknowledge Staff Council members that are leaving for their efforts to serve the Council. We owe all of you a great deal of thanks.

F. President-Elect's Report - Rory O'Neill.

Some of you participated in a University Relation's conducted survey on the use of the University's websites. Thanks for those of you who took the time to respond.

The health care review committee's next meeting is this month chaired by Mike Humphrey. Mike mentioned at the Staff Alliance meeting that you would get new cards for each member of your family that is enrolled in the health care plan. The call for representatives and alternates interested in serving as a Staff Council officer is going well. A few members participated in the Governance Coordinating Committee meeting, a Staff Alliance meeting, and other committee meetings.

II A. Guest Speaker: Chancellor Marshall Lind

I'd like to thank the members of the Staff Council for their service. I hope that most of you will continue representing your unit; I commend you for your willingness to serve. I was pleased to receive the appointment of Joe Hayes to head up the Alumni Association; he works for the Board of Directors, but works closely with the University. We really need the support of the Alumni Association.

The University looks forward to working with the new Governor and legislature. The University is seeking other sources to support our programs. Our enrollment numbers look good for fall and spring. This is related to the good service and attitude of the staff when working with students, faculty, and the public.

The Chancellor discussed various UAF positions that have been filled and various building projects that are underway. Recruitment will begin for the positions of the Dean of Student Services and the Director of Financial Aid.

B. Godwin Chukwu, Faculty Senate President
Recently, I visited the Northwest campus to conduct Faculty Senate meeting #112. Both faculty and staff were open with their concerns, which I promised to bring to the attention of the Provost. I want to assure that faculty and staff have a voice in the search for the Director of the Nome campus. In February Pete Pinney, Faculty Senate, President-elect will travel to Dillingham and I will travel to Bethel in April.

The last Faculty Senate meeting recognized the UAF basketball team for their achievements.

The Governance Coordinating Committee sent a motion to approve the Diversity and Tolerance motion. The motion passed the Senate.

Dr. Kan Dean of the Graduate School will retire from the University in June. The Provost wants to fill the position with a Vice Provost; the Faculty Senate does not support this title change. The faculty wants the title to remain as Dean of the Graduate School.

The debate about classified research at the University continues -- it affects the faculty, staff, and students. The Faculty Senate passed a motion to conduct classified research; the Chancellor did not approve the motion. The BOR policy allows classified research. We want to make sure that students and faculty aren't adversely affected. If you cannot publish classified research you cannot use it for evaluation towards promotion and tenure.

III Committee Reports

1. Staff Affairs - G. Hazelton - No report.


   Issues discussed at our last meeting related to attendance and membership and how to get more people to attend meetings and join our committee. We plan to put together a memo to invite Alternates to come to all of our meetings and educate them about the Staff Council process. The long-term goal is to have Alternates possibly be nominated for a Representative position. We are also researching unit representation and departments under each unit. We acquired an accurate Personnel Payroll Assistant (PPA) list, in order to get PPA assistance/support towards distributing information to staff within each unit. We are supporting the Rural Affairs Committee to achieve better representation for all rural sites. Scott Culbertson is the new Chair for Rural Affairs.

   Distribution of ballots: A few representatives mentioned that election ballots were not received in a timely matter. The EM&R Committee will contact PPA's asking them to distribute information, ballots, etc., as soon as received to employees and supervisors at the same time and to assure that it is not after the deadline.

   Josh Steadman recommended that Staff Council try an electronic election in the future. The ASUAF held an electronic election and it was quite successful. Josh will help Staff Council set that process up in the future. Staff without access to computers will be accommodated.

3. Rural Affairs - H. Simmons

   Heidi Simmons welcomed Scott Culbertson as the new Chair of Rural Affairs. He will serve through the end of Fall 2003. It's real important to keep the rural staff involved. Staff Council terms are two-year terms, but Rural Chairs sometimes serve indefinitely. The goal is to get more rural people involved.

4. University Advocacy - S. Comstock

   Sarah Comstock welcomed Angela Linn as the new Co-Chair of the Advocacy
Committee. We plan to work with the Office of Multi-Cultural Affairs for College Prep Day in March. This effort will help individuals achieve entry into UAF and other colleges of choice. Also, we are planning a UAF Day at North Pole during April. Our UAF Tour will be at the Poker Flat Rocket Range in May.

5. Ad Hoc Committee on Diversity and Tolerance - Maya Salganek

The Institutional Climate Forum was poorly attended yesterday, but administration and a core group of interested people attended the Forum. It needs expansion of understanding about what and where the issues are. We are assessing and surveying staff to get more input. Please take the surveys back to your unit and distribute them. The forms may be filled out anonymously. This way we can quantify and determine what the needs of diversity are on campus. We would like them back by 9 January.

Larry Ledlow stated the importance of getting these surveys out. This particular survey addresses work place environment, how valued Staff feel, and if you've had issues or pursued a grievance. During a meeting with the Chancellor, subjects concerning bad behavior in the work place and the futility of actually filing a grievance were discussed. The Chancellor is very interested in rooting out some of these problems. The Chancellor is giving us an opportunity to address the Chancellor's Cabinet in January and February. The use of this survey will be used to paint a snapshot of the overall sense of how valued some employees feel. What are the issues involved?

Comments were made about not knowing what the Institutional Climate Forum is and where the surveys should be returned.

6. Ad Hoc Committee on Organizational Assessment - no action no report

7. Ad Hoc Committee on RIF plan - no action no report

8. Josh Steadman was asked about the TAB Committee

The TAB site has been updated at http://www.uaf.edu/tab/archives/fy03/fall/5sherman.html

IV Old Business

A. Update on FYGCC amendment and the Ad Hoc Committee on Diversity and Tolerance

Larry Ledlow stated that the only old business is the Governance Coordinating Committee and we've already discussed that.

V New Business

A. Master Planning Committee, Subcommittee on Circulation and Parking - Sharish Patil, Chairman

The plan is currently on the website under master plan 2000. The subcommittee reviewed current parking facilities, lots, closures, and reconfiguration projects. The parking fee and gold decal structure is also being reviewed.
New technology is being used to improve parking, shuttle service, signage, better sidewalks, bike paths, handicap access, loading zones, official business parking, and lighting. Issues concerning adequate parking are being reviewed to accommodate loss of parking during construction projects. One long-term goal/objective of the MPC is to move parking away from the core campus to the outer Tanana Loop -- the new entrance is planned for next year. Below ground parking is also being considered for some of the new buildings and better connections between buildings is being analyzed. Electronic signs are being planned to indicate if a lot is closed. Our meetings are open meetings scheduled every other Friday please feel free to attend.

The MPC overall reviewed and identified twenty-five issues and items and the short and long term goals are confirmed.

Questions presented concerned parking being moved further and further from the core campus and if warming huts are part of the plan and what about parking garages.

Comments regarding ticket issues were made and the remoteness of the office responsible for ticketing. It was recommended that Bill Childress be invited to a future meeting to deal with ticket issues.

B. Staff Council and Committee workloads

There were no comments provided.

Item C: Addition to Agenda Rural Attendance

Comments were made about improving attendance from the rural sites and about the past when each rural site had a member on Staff Council. Heidi commented that she would like to be more informed about the Staff Council budget and have the opportunity to advocate more budget for various purposes of travel. In the future she would like Staff Council to have the opportunity to review the budget. Comments were made about planning to video-conference a number of Staff Council meetings; this may eliminate the need for rural site representatives to travel. A reply was made about video-conference technology not being adequate in the past, but new equipment has been purchased and installed at the rural campuses, so the Council should utilize this option.

Larry Ledlow recommended that a video-conference be set-up sometime this spring.

Comments were made about rural sites not being adequately represented, so perhaps the new technology will solve these issues by providing better communication possibilities, because when a unit is not represented staff members feel disconnected.

Joyce Allen-Luopa made the following proposal regarding a new rule for the membership committee:

Elected Staff Council members who exhibit an overwhelming number of absences and a severe lack of participation will be invited to resign after one year and will not be eligible for re-election. A new election would then be held for the affected unit.

This might be harsh, but when a member is severely lacking in Council responsibilities and failure to participate a mechanism to remove the member should be in place. It is not the intended purpose of Staff Council to have units that are not represented.

Larry Ledlow recommended that the problem of units not being represented should be resolved. There should be more incentive to attend and participate by representatives and alternates. We need to assure that both representatives and alternates take this matter seriously. There needs to be a clear statement
regarding what the attendance expectations are.

Rory O'Neill recommended that representatives and alternates accept the responsibility of their role in Staff Council. Representatives should arrange for an alternate to attend Staff Council in their behalf.

A comment was made that ASUAF utilizes an impeachment process with a set number of expected and unexpected absences. Staff Council should review the ASUAF process.

VI Other Business/Discussion Items

A. Staff Council 2003 calendars

Staff Council members were informed about the schedule for distributing calendars to staff. Calendars were distributed to representatives and alternates after the meeting.

Larry Ledlow noted that a timekeeper would be appointed at the next Staff Council meeting to improve the meeting process.

VII Public Comment

Angela Linn informed the Council about the Union mailing out signature cards.

VIII The meeting was adjourned at 11:00 a.m.

A tape of this Staff Council meeting is available in the Governance Office if anyone wishes to listen to the complete tape. Submitted by Lynette Washington, Staff Council Executive Secretary.

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