MINUTES
UAF STAFF COUNCIL #245
Wednesday, Dec. 11, 2013
8:45-11:00AM
Wood Center Ballroom

I. CALL TO ORDER AND ROLL CALL
   A. Call to Order
      - The meeting was called to order by President Krick at approximately 8:50 AM.

   B. Roll Call
      Present:
      Erin Albertson
      Jeannette Altman
      Chris Beks
      Kirsten Bey, phone
      Cindy Collins, phone
      Debbie Coxon
      Kim Eames, phone
      Debbie Gonzalez, phone
      Brad Krick
      Tom Langdon
      Richard Machida
      Ashley Munro
      Juella Sparks
      Present (cont.)
      Jarkko Toivanen
      Lesli Walls
      Jami Warrick, phone
      Robin Weinant, 1st half of meeting
      Trish Winners
      Jennifer Youngberg
      Cody Lardon, phone, proxy for A. Kane
      Lawrence Murakami, Proxy for R. Weinant, 2nd half of meeting
      Absent
      Toni Abbey
      Jesse Atencio
      Sara Battiest
      Deb Jeppsen
      Travis Brinzow
      Guests and Others Present
      Brian Rogers, Chancellor
      Michelle Hebert, UAF Sustainability
      Cord Reid, ASUAF
      Nicole Dufour, Staff Council Ex. Scty.
      - Quorum was met
      Excused
      Juan Goula
      MaryAlice Short

C. Approval of Agenda for Staff Council Meeting #245
   - The agenda was approved as amended.

D. Approval of Minutes for Staff Council Meeting #242 for September 2013
   - The minutes were approved as presented.

II. STATUS OF PENDING ACTIONS
   A. Staff Council Resolution 2013-244-2: Resolution in Support of Employee Tuition Waiver
      - Attachment 245-1: Approved Resolution 2013-244-2 with Memo to Staff Alliance
      - Attachment 245-2: Response from Staff Alliance Chair, Carey Brown, Regarding Staff Council Resolution 2013-244-2
      - Staff Alliance Chair, Carey Brown, will be taking this Staff Council resolution, resolutions from UAA’s APT and classified councils, and his governance testimony to tomorrow’s Board of Regents meeting.
III. PUBLIC COMMENT

A. Michelle Hebert, Office of Sustainability
   - Students plan the projects for the Office of Sustainability. These students have determined that UAF needs a strategic sustainability plan. They have contracted with a national group that creates such plans and they are working on a UAF Sustainability Master Plan. The first meeting is Jan. 23. Representatives would also have additional half-day meetings to attend. Serving on this committee will likely require a six month commitment to such meetings. They are looking for a staff representative, preferably from Staff Council that would be willing to serve on the committee and communicate with Staff Council. Richard Machida agreed to serve as the Staff Council Representative to the UAF Sustainability Master Planning Committee. Also, staff, faculty, and students can submit an idea for a sustainability app as part of a contest.

IV. OFFICER REPORTS

A. Brad Krick, President
   - If you cannot make a meeting, please use the proxy system. Send the name of your proxy to the Staff Council Office prior to the meeting. Membership and Rules will discuss whether proxies count towards quorum and return a decision to council in January.

PreStaff
   - Brad and Jeannette attended PreStaff with Chancellor Rogers. Jeannette attended as Rural Affairs Chair, in Ashley’s absence. They discussed the tuition waiver. The chancellor encouraged staff to attend the Board of Regents (BOR) meeting this week. He is of the opinion that personal stories of staff development are extremely important. He is very supportive of the tuition waiver.
   - They also discussed volunteer leave with the chancellor. The officers learned at a Staff Affairs meeting that some offices do volunteer leave. Chancellor Rogers indicated that it is up to individual department if they have a public service component. There is no volunteer leave code. They asked about the possibility of a UAF – wide volunteer leave. This would be a systemwide issue.
   - Chancellor Rogers sent a memo to Vice Chancellor Mike Sfraga regarding this. It is unclear at this point if there will be a response from Vice Chancellor Sfraga. One of the action items in the memo was the creation of a Diversity Advisory Board, yet, it does not appear as though anyone has been tasked with this responsibility. It is unclear if we will hear more about this.
   - Jeannette mentioned to the chancellor that the Rural Affairs committee would like to see the Office of Diversity and Equal Opportunity resume visits to rural campuses. Jeannette also informed Chancellor Rogers that Rural Affairs and other groups are interested in having a university ombudsman.
   - Brad heard that this hotline would be in place by Jan. 2014, but there has not been any official communication regarding this. The timeline may have changed. It is unclear if this hotline could be used by students.

UAF Governance Coordinating Committee (GCC)
   - The UAF Governance Coordinating Committee, which includes the officers from Staff Council, Faculty Senate, and ASUAF met recently. ASUAF President, Ayla O’Scannell was elected SGC chair. They briefly discussed whether efforts were being reduplicated in various committees. They also discussed issues of common concern including the tuition waiver issue, and the clean air campus challenge committee. They plan to meet again, at which time they will review the group’s procedures to determine if changes are needed.

Administrative Services Open Forum
   - A recent Administrative Services Open Forum was held by Vice Chancellor Pat Pitney
- The vacancy savings program is reaching the expected savings. They have had 125 positions open and they are on target to reach the expected goal of 300 open positions over the year.
- This program will continue leaving vacancies open into the next fiscal year, and possibly longer. There may be changes to the length of time vacancies remain open, this could increase or decrease, but it will still exist.
- If we have 300 staff positions on average turning over, if twenty percent of these positions are done away with, we are looking at a reducing in 50-60 positions. Locally we will want to keep an eye on the vacancy program and how it affects staff. It is unclear if there was a timeframe for reducing positions by this percentage. The officers will attempt to find out additional information prior to the next Staff Council meeting.
- The vacancy savings is not a long term solution, yet the burnout rate on staff and faculty is becoming considerable. Additionally, increasing the responsibilities of existing staff to account for these vacancies is already increasing the workload of remaining staff without an incentive to work harder.

**Dining Services**
- Pita Place will be on campus Thurs., Fri., and Sat., from 11-3 PM beginning in January.

**Wood Center Additions**
- Additions to the Wood Center will not be completed until later, but office space will be open in January.

**B. Ashley Munro, Vice President**
- **Staff Alliance** met yesterday morning.
- They discussed the tuition waiver and the motions that have been passed by various staff groups, including Staff Council. Staff Alliance considered passing a resolution about the tuition waiver, but declined to do so due to issues of timing. There was not time to write, approve, and submit a Staff Alliance resolution in time for the Board of Regents meeting this week. They do plan to pass a resolution, but this will probably not be submitted to the BOR until January. The resolutions passed by individual staff groups will be presented to the BOR on Thursday.

**Wellness Program**
- We have adopted the HealthyRoads program. This will be discussed further section XII. External Statewide Committee Reports.

**UA Statewide Tuition Waiver Survey**
- The survey was conducted by Eric Seastedt, CHRO, and Erika Van Flein, UA Director of Benefits. Brad and Ashley have reviewed the results. They cannot share the results yet, as names are being removed.

**V. CHANCELLOR’S REMARKS**

*Chancellor Rogers will be allowed to speak when he joins the meeting.*
- Chancellor Rogers wished everyone happy holidays. He invited everyone to the tonight’s holiday celebration.

**Employee Tuition Benefit**
- Chancellor Rogers thanked Staff Council for the recent resolution supporting the employee tuition waiver. UAF provided a substantial report to the president covering the detailed use of the employee and spouse/dependent waiver at UAF. This is an important staff benefit in terms of recruiting and retaining employees. Chancellor Rogers feels that, as an educational institution, employees should have an opportunity to improve themselves and learn new skills. The university should be helping improve its workforce. If we were not paying for it at the university, we would be paying for it at private providers. The benefit for spouses and employees is also important. Chancellor Rogers runs into staff frequently who have chosen to work here because of this benefit.
- If you are considering testifying to the BOR, you are encouraged to include personal stories of what this benefit has meant to you, or your family. Chancellor Rogers does not want to lose this benefit. The board needs to know how important this is to staff, spouses, and dependents.
Budget
- We expect the governor to announce his budget request to the legislature in the next few days. The latest revenue projections for the state, at a 1.9 billion dollar deficit, are not good. What this means for us is not clear. Our budget request was one of the two smallest in the last fifteen years, last year being the other.
- We only asked for one half of the pay raise money and only 1.8 or 1.9% in programmatic growth.
- We are still in negotiations with one of the university’s bargaining units and we reached a tentative agreement with one other yesterday.

Chancellor Rogers then opened the floor for questions.
- A concern was raised, that continuing to add to the workload of employees without providing any encouragement or compensation increase is detrimental to employees and may drive qualified staff away.
- Chancellor Rogers was not aware of the 20% number for staff reductions, this is not accurate. What we are looking at is that we have to not refill about 20% of the turnover, not reduce the total number of staff by 20%.
- If the budget continues to move in the expected direction, we will have to stop doing some things. As we reshuffle the workloads, there may be some need to reevaluate some positions in terms of workload and the associated responsibilities. We cannot continue to do everything we are currently doing with fewer people. It comes down to what are we going to stop doing, as opposed to what are we going to assign to others.
- The 90-day period is a very different circumstance than a long-term reduction in staff.
- In terms of the 90-day hold, the average position has been open for 108 days, so far, which is a little longer than the 90-day hold. The number of positions turning over is close to average. This should put us on our target goal. Some offices have opted to cover the cost of the 90-day hold in order to fill the position sooner. These offices preferred to cut elsewhere to reach the savings. A third to a quarter of open positions have had the 90 day hold waived, but the savings have been covered by the departments.
- The 90-day hold does not achieve long term savings. Long term savings require a reduction in the positions we are hiring. The reduction in 20% of vacant positions that we do not fill gets us the equivalent in long term savings. Most changes at a university take time before savings are seen.

Administrative Leave
- A question was raised as to why UA Statewide and UAA employees were given administrative leave of various amounts on Dec. 24, when UAF employees were not. Chancellor Rogers noted that he cannot speak to UAA and Statewide, but the ability to add an additional day of leave requires either a situation where you don’t have a lot of work to do, or you have more money than you need. UAF does not have either of these issues. We also have a complicating factor that we have faced for years in that in several circumstances, especially for our federally funded work, there is no place to pay these employees if we do administrative leave. This means if we close and do administrative leave, these employees either do not get paid that day or we have to make a reduction somewhere else to pay for it. The total cost for a day of administrative leave for UAF is between the range of four and five hundred thousand. We continue to struggle with this because the comparison between UA Statewide and UAA to our position is not an easy one. UAS is in a situation similar to our position. We could, going into future years, reduce staff numbers by another six or seven people and the savings could be used to pay for an additional day of leave. Chancellor Rogers does not think this is the best solution. We have a good holiday and annual leave benefit system. If the system office would decide to add another day of holiday pay, which is chargeable to federal grants and contracts, this would create a circumstance where we can do this. We will be discussing this in future meetings. Clearly what one university does affects the others. Chancellor Rogers is acutely aware of the unfairness perceived by many UAF staff.
GOVERNANCE REPORTS

A. David Valentine, President – Faculty Senate (no representative preset)

B. Cordero Reid, Senator – ASUAF
   - ASUAF recently completed their fall election where senators were elected.
   - ASUAF recently conducted a smoke-free campus poll. In unofficial results, approximately 35% of students who voted said that they strongly agree with having a smoke-free campus. 17% agreed with having a smoke-free campus, 13% were neutral, 13% disagreed, and 21% strongly disagreed with having a smoke-free campus.
   - In a recent poll, unofficial results indicate that 46% of students, who voted, felt that UAF was not adequately handicap accessible, 26% said that it was.
   - ASUAF is working on a Residence Life Resolution. One senator submitted a resolution asking for the reformation of Residence Life. This resolution requested that the chancellor form an exploratory committee that will evaluate Residence Life policies, including administrators and staff.
   - ASUAF has not made a formal decision regarding the tuition waiver issue.

Staff Council Representatives Completing Terms
   - Brad extended thanks on behalf of Staff Council to those Representatives who were completing their terms in office and were not seeking reelection. This included MaryAlice Short, Robin Weinant, Jennifer Youngberg, Travis Brinzow, Deb Jeppsen and Sara Battiest. Your service to Staff Council has been greatly appreciated.

VI. BREAK
   - Due to time constraints, the break was moved before item VII. Unfinished Business.

VII. UNFINISHED BUSINESS

A. Smoke-Free / Tobacco-Free Campus
   - In Oct., there was a Grapevine question indicating that UAF had been invited to participate in the ‘Campus Clean Air Challenge.’ UAF has formed a committee. The committee as requested a representative and alternate from Staff Council to serve on this committee. The committee will be looking at ways to fulfill the Clean Air Challenge. The end goal of the challenge is a smoke-free campus, although this may not be the goal of the committee. The first meeting is this Thursday. Trish Winners and Brad Krick will both attend this first meeting as Staff Council representatives.

B. Fall Even Unit Election Update
   - Voting for the fall election closed last night at midnight. There were a total of 138 votes. 91 were deemed by the system as valid, meaning that they were not write in votes. There was a long list of write in candidates. Richard will work with the Staff Council Office to vet write in candidates.
   - The election was advertised to close the following night at midnight. This will be discussed immediately following the meeting, to ensure that requirements are met.

VIII. NEW BUSINESS

A. Tuition Waiver / BOR Meeting Plan
   - Attachment – Last page of agenda: Public Comment Participation at Board of Regents Meeting – Flyer
   - Many Representatives plan to attend public comment at tomorrow’s BOR meeting. Representatives were encouraged to send out reminders about public testimony to their constituents.
   - If people are still interested in signing the petition, let us know. We have had a very positive response in getting signatures. You can bring signed petitions to the BOR meeting tomorrow and turn them in to Brad or Ashley. If you are not able to attend tomorrow’s public testimony, you can also submit signatures to the Staff
Council Office through the end of the day today. There is a signup sheet at the meeting for public testimony and you must limit your comments to three minutes.

- Brad and Ashley plan to be at the BOR meeting for public testimony at 8:00 a.m. tomorrow. Public testimony will take place at 8:30 a.m., tomorrow morning, in the Regents’ Conference Rm, Butrovich Bldg.
- A flier was recently distributed, there is also a copy attached to today’s agenda. There will be an extra shuttle running from lower campus to Butrovich Bldg. from 8-10 a.m. tomorrow morning. If you cannot attend the meeting in person, you can watch the meeting live using a link on the BOR website. Public testimony will only be taken from people physically in the room. If you or someone you know are at a rural location, submit your comments to Jeannette Altman at jaltman2@alaska.edu; she is willing to include other people’s comments in her testimony. The regents take written comment. Public comment is also on Friday.
- There is no motion on this BOR agenda to change the tuition waiver. It is part of the CHRO’s scheduled report. We need to show up in support of this benefit at this meeting since we may not have a lot of time to comment on this matter if it appears on a future agenda.

B. **Additional Staff Council Meeting Scheduled for Dec. 19, 2:00 PM, Location TBD**

- Earlier in the year we removed the requirement from the UAF Staff Council Bylaws that required us to announce the fall election results at the Dec. Staff Council meeting. Additionally, we do not have election results ready to ratify today. The Executive Board is considering holding a second Dec. meeting with the only agenda item being ratification of election results. We could hold a short meeting and have a small celebration after. We could also ratify the election results over email or at our Jan. meeting.
- Council agreed to plan to hold an email vote to ratify the election results approximately one week from today.

X. **GUEST SPEAKER (none)**

**COMMITTEE REPORTS**

XI. **INTERNAL COMMITTEE REPORTS**

A. **Elections – Richard Machida, Chair**

- Has not met
- There are only two members of this committee. If you are interested in joining, please contact Richard at rm@alaska.edu.

B. **Membership and Rules – Kirsten Bey, Acting Chair**

- **Attachment 245-4: December Committee Report**
- M&R is planning to present parliamentary procedure training at the Feb. orientation. If you have any questions that you would like addressed by this training, send them to Kirsten at kbey@alaska.edu. Please submit questions before the first Monday in Jan., when M&R officially meets.

C. **Rural Affairs – Jeannette Altman, Chair**

- **Attachment 245-6: December Committee Report**

D. **Staff Affairs – MaryAlice Short, Chair**

- **Attachment 245-7: December Committee Report**

- Jennifer Youngberg has been filling in for MaryAlice as Staff Affairs Chair recently.
- For BOR public testimony, those who are able to stay later on Thurs. to hear the CHRO, are encouraged to do so. You may decide, based on what you hear, to return to public testimony on Fri. Both Brad and Juella plan to be at the BOR meeting on Friday morning.
E. University Advocacy – Lesli Walls, Chair
   - Has not met
   - Advocacy needs additional members. There is also a possibly, due to increased workload, that Lesli will need to step down or, if possible, co-chair Advocacy with someone. Lesli will have a better idea about this around the first of the year, at which time a committee meeting will be scheduled. She is also prioritizing serving on the Staff Alliance Staff Health Care Committee (SHCC).
   - The committee would like to further address the possibility of a day of leave to do volunteer work. This may need to begin at the department level prior to attempting to get something like this passed at the statewide level.

XII. EXTERNAL STATEWIDE COMMITTEE REPORTS
A. Staff Alliance- Staff Health Care Committee – Debbie Coxon, Lesli Walls, Chris Beks (Alt), David Bantz (Alt)
   - Committee report forthcoming
   - Premera is offering a broader range of coverage under the new prescription plan with Express Scripts. Communicating new changes to users is key. Some prescriptions that may be ongoing, regular use prescriptions, may need preapproval.
   - They discussed possibly holding meetings twice a year or quarterly to provide an overview of the prescription process and upcoming changes. The next likely meeting will be around the time of open enrollment.
   - HealthyRoads will remain UA’s Wellness Program provider. This will be implemented sometime between Jan and Mar. We are moving forward with HealthyRoads, even though the other Wellness Program provider is still in court challenging the selection process. The options that HealthyRoads offers are encouraging.
   - The ‘Best Doctors’ and the new nurse programs were discussed.
   - They discussed the Employee Assistance Program (ESP), and what the program offers. The EAP offers a variety of services which you can find on their website.
   - There is a new medical travel option that requires a referral. The benefits website has been updated to explain the specific program requirements.

B. Staff Alliance Compensation Working Group – MaryAlice Short & Mike Cox
   - Has not met

XIII. EXTERNAL UAF COMMITTEE REPORTS - Written Format
A. Accreditation Steering Committee – Vacant
   - Representative Needed
   - Trish Winners was interested, but would like to see details regarding when the committee meets prior to making a commitment.

B. Chancellor’s Advisory Committee for the Naming of Campus Facilities – Debbie Coxon
   - Has not met

C. Chancellor’s Diversity Action Committee (CDAC) – ON HIATUS

D. Chancellor’s Planning and Budget Committee – INACTIVE (Active only in spring)

E. Food for Thought Committee – Tom Langdon

F. Intercollegiate Athletic Council – Debbie Coxon & Jesse Atencio
   - Has not met
G. Master Planning Committee (MPC) – Richard Machida, Brad Krick, Alt
   - Attachment 245-5: December Committee Report
     - Trails planning has focused on the trails from the Wood Center west to Butrovich Bldg. They indicated earlier that they planned to do a Nov. week-long period where they would solicit feedback and get comments from users. This apparently took place already. It was not well publicized with little notice. They hired a consulting group and they identified various stakeholders. The consultant came to Fairbanks and met with the chairs of various committees, such as skiing. However, they left out broad categories of people. Staff was one of these omitted categories. There were even public meetings in Wood Center that were never really advertised. They did get quite a few comments from students, which was a good thing. They were actually surprised that the trails were being used on a regular basis and that people were riding bicycles on the trails. The group is expected to return their report in Feb.

H. Meritorious Service Awards Committee – INACTIVE (Active only in spring)

I. Parking Advisory Committee (PAC) – Tom Langdon (INACTIVE)

J. People’s Endowment Committee – Debbie Gonzalez
   - The Peoples’ Endowment Committee recently met, at which time they reviewed approximately twenty-three proposals. Six or seven of these proposals were funded. These should also be posted soon.

K. RISE Board – Ian Olson

L. Staff Day Planning Group – Ashley Munro and Maria Russell
   - Has not met
   - The committee is approximately four months behind in planning. They are currently waiting on the appointment of someone from the Chancellor’s Office and someone from HR. Once they begin working they will need volunteers.

M. Technology Advisory Board Committee (TAB) – Adam Kane & Chris Beks
   - Committee report forthcoming

XIV. AD HOC COMMITTEE REPORTS

A. 2014 Staff Council Calendar Ad Hoc Committee
   - Attachment 245-3: December Committee Report
     - Yesterday the final calendar files were submitted to Printing Services for 1,400 copies at 17” X 22”.
     - Brad thanked the calendar committee: Greg Simpson, Juan Goula, and Richard Machida.

XV. ROUND TABLE DISCUSSION

XVI. ADJOURN
MEMORANDUM

TO: Carey Brown, Chair
    UA Staff Alliance

FROM: Nicole Dufour, Executive Secretary
      UAF Staff Council

DATE: November 20, 2013

SUBJECT: UAF Staff Council Resolution 2013-244-2: Resolution in Support of the Employee Education Benefit – the Tuition Waiver

The UAF Staff Council respectfully submits the attached ‘Resolution in Support of the Employee Education Benefit – the Tuition Waiver” to UA Staff Alliance and asks that it be placed on record. UAF Staff Council unanimously approved this resolution at Staff Council Meeting #244, on November 19, 2013.

A copy of this resolution is attached. Please contact the UAF Staff Council Office if you have any questions or need additional information.

Attachment

cc: Brian Rogers, Chancellor, University of Alaska Fairbanks
    LaNora Tolman, Executive Officer, UA System Governance
University of Alaska Fairbanks
Staff Council

UAF Staff Council unanimously approved Resolution 2013-244-2, at Staff Council Meeting #244, on November 19, 2013.

Resolution 2013-244-2: Resolution in Support of the Employee Education Benefit - the Tuition Waiver

WHEREAS, the tuition waiver is an important benefit to employees that differentiates the university from other employers; and

WHEREAS, many public institutions provide tuition waivers for employees and almost half provide tuition waivers for dependents; and

WHEREAS, the waiver keeps us competitive with peer institutions; and

WHEREAS, the waiver is a mechanism for increasing the value and performance of its employees and provides “continuing opportunities for training and development” as per Regents' Policy 04.01.010; and

WHEREAS, any change to the current Employee Education Benefit (tuition waiver) as it currently exists would only affect non-represented staff and not current union employees; and

WHEREAS, the tuition waiver is a valuable recruitment tool for the University of Alaska; and

WHEREAS, employees taking classes are thus closer to the classroom and more in touch with students and student concerns; and

WHEREAS, employees utilizing the waiver allow the university to offer more classes and not cancel classes due to low enrollment; and

WHEREAS, the tuition waiver brings more students to the classroom and thus increases the efficiency and effectiveness of faculty and facilities; and

WHEREAS, the tuition waiver supports President Gamble’s goal in Shaping Alaska’s Future of retaining Alaska’s students by encouraging employees, and their spouses and dependents to attend the University of Alaska; and

WHEREAS, the tuition waiver brings more traditional and nontraditional Alaskan students to the university; and

Resolution 2013-244-2 – Approved
Page 1 of 2
WHEREAS, the University of Alaska System is already facing competition from outside distance education providers, the reduction of the Employee Education Benefit would reduce the incentive for rural employees, and their spouses and dependents, to attend University of Alaska distance courses; and

WHEREAS, the tuition waiver increases the fees received by the university in addition to the other non-tuition expenditures by these students; and

NOW, THEREFORE, BE IT RESOLVED that the UAF Staff Council supports the tuition waiver and opposes any change to 04.06.010 Employee Education Benefits that would limit education benefits; and

BE IT FURTHER RESOLVED that the UAF Staff Council requests that proposed changes to the education benefits be brought to governance groups for consideration and feedback; and

BE IT FINALLY RESOLVED that the UAF Staff Council requests that the University of Alaska Board of Regents reject any changes to Regents’ policy 04.06.010 at this time.

Brad Krick, UAF Staff Council President

11/20/2013

Date
UAF Staff Council: RE: UAF Staff Council - Resolution in Support of the Employee Education Benefit

Carey D Brown <cbrow159@uaa.alaska.edu>                           Wed, Nov 20, 2013 at 3:35 PM
To: UAF Staff Council <uaf-staff-council@alaska.edu>, "ascdb22@uaa.alaska.edu" <ascdb22@uaa.alaska.edu>
Cc: Chancellor Brian Rogers <uaf.chancellor@alaska.edu>, LaNora Tolman <latolman@alaska.edu>, Bradley Krick <bprick@alaska.edu>, Ashley Munro <akmunro@alaska.edu>

Good afternoon UAF Staff Council,

I would like to formally accept your staff council’s resolution for the record. UA Staff Alliance appreciates your involvement and expressed support of this very important topic.

Your sentiments will be shared through the UA Staff Alliance testimony at the December Board of Regents’ meeting in Fairbanks.

Thank you.

Carey D. Brown
Chair, UA Staff Alliance

Carey D. Brown, MPA
Adjunct Faculty
Coordinator of Academic Advising
UAA College of Health
3211 Providence Drive, PSB 101C
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Staff Council Calendar Committee Report – December 2013
Greg Simpson, Chair

The 2014 UAF Staff Council Calendar had differing design and text edits completed in the month of Nov. and part of Dec. Committees members, some Staff Council members, and one volunteer provided design or text edits. The final version and files were provided to Nicole Dufour, Staff Council Executive Secretary. Hopefully before the end of Dec. printed versions will be available for distribution (UAF Printing Services will provide the printing service). A thank you note, via email, will be sent out to all those who submitted in 2013, or had prior year submissions reviewed this year.
TO: Staff Council  
FROM: Kirsten Bey, Acting Chair of Membership & Rules Committee  
DATE: 12-3-13  
RE: Membership & Rules Committee Report for Dec Staff Council Mtg  

***********************************************************  

Current committee members continue to be Kirsten Bey (acting chair), Chris Bekes & Toni Abbey. We would welcome additional members.  

Our action items continue to be the same as last report:  

- Review the Parliamentary Procedure materials to prepare a brief presentation/training to staff council members for the February 2014 Orientation Staff Council Meeting  
- Bone up on particular parliamentary procedures so that the committee is able to answer parliamentary procedure questions that may arise during meetings  
- Review the bylaws to make sure the language accurately reflects the changes that were recently enacted and to see if there are any inconsistencies, outdated provisions, or other things that need changing.  

Next regular meeting is Monday, Jan 6th at 3:00 PM.  

Tentative work session meeting planned for Friday, Dec 20th at 2:00pm to divvy out assignments for the parliamentary procedure training.
MEETING MINUTES
UAF Master Planning Committee

Meeting Agenda
Thursday, November 21, 2013; 9-11AM
Chancellor’s Conference Room (SIH 330)

1. Welcome & Introductions

2. Comments from the MPC on the Exterior Lighting Master Plan
   Lighting options will be provided for trails that require lighting, on an as needed basis. If one of these trails is crossing over a road, should it burn all night? Or if people want to go and intentionally see the moonlight and stars, is this when it should turn off?

3. Update on the Power Plant New Boiler Building
   The new boiler terminology is the Atkinson Plant. The project scope is decommissioning the existing coal boilers that are 50 years old and constructing two new coal/biomass capable ones, and a new scheme turbin, which will be adjacent to the current plant. This new sizing could handle heating and powering campus needs for next 20 yrs. There’s a 50 yr design life on the equipment, but that’s how they’re sized, and it’s difficult to predict the future loads of energy conservation. It’s almost a certainty that campus will grow over the next 20 years. There is a site plan that shows the new facility is adjacent to the existing facility. Immediately east where there’s parking, the Facilities Services green house has a storage building which needs to be relocated. The new facility will be connected with a bridge that will carry piping and pedestrian traffic adjacent to Alumni Drive. Railroad will be relocated to south side of property for fuel deliveries. One item about the new plant which will be extremely distinctive is it will be much taller than the existing plant. Technology is called circulating fluidized boiler, fuel and fans keep combustion process 100 ft. high, that circulates around until all fuel is completely combusted. It circulates limestone and it absorbs a lot of pollutants which are present in the stream: sulfur, acid gasses and other things. For emission control there will be a bag house and an injection of sodium bi-carbonate that gets put into the exhaust stream and captured in bag house to be consistent with clean air regulations. The emissions from the new plant will represent significant reduction of pollutants, except for carbon dioxide. There is a reduction of mercury in the plant. Because of the size of the plant, however, mercury regulations are minimal. The key thing is visual impact. The site in the latest was identified for expansion of the plant, in 2010. The main thing that is going to be different which we made comments on is the visual impact from various places on campus. It will be significantly taller than the existing plant, (100 ft tall vs. the current 60
ft tall structure). The design team has put quite a bit of effort into what can be done to minimize the impact. They provided basic design data for a cost estimate, and we put some thought into the areas that need attention. Having a big, rectangular box shape is an architectural challenge. There are limited opportunities with graphics. Introduction of windows, or relief around the side would provide some break up so you don’t have a big flat insulated panel to stare at. The whole south side will be solar panels. There is room for vegetation around Alumni Drive side. This will likely have a fence around entire facility and chain link probably on south side, but probably will need architecturally pleasing fence around Alumni Drive. It is the first building to greet people coming on campus, so it is great to have a wall of solar panels, but driving in or out you would never notice they were there so maybe put one little solar panel on the corner so the public knows it’s partly solar generated. This is going to become a directional landmark for the university. This is the way most people get to the university so we need to make it aesthetically pleasing. Yukon Drive and Tanana Loop entrances will not be impacted, it will be at Alumni Drive. We have some idea of what it will look like from Duckering, and Bunnell, and it’s not a significant impact, surprisingly. The stacks will be 200 ft high, while the existing stacks are 75-80 ft high, so that will be noticeable, but the discharge of the gasses will be much higher and out of the field of view. A natural gas plant would be harder to permit, because it’s an uncontrolled exhaust and an entirely different permitting process. Two years ago we saw planning money from the legislature, that’s how we advanced the plan to this point in preparation we have a little bit of money left but not much. Chamber has endorsed this project, but it’s also a legislative project with the borough. GVEA and oil costs will decrease. If someone loaned UAF the money we could pay it back off on a non-interest loan in 20-30 years, just on cost savings. Assuming there’s no additional cost on coal. This is going to the Board of Regents in December for final approval. I would expect the fence might come up as options if it’s more of a solid fence, it might become a mural and go through the art department. Will need significant funding, that may be expected to be here by next fall. The old building will remain intact. Will be decommissioning the coal boilers. The water treatment systems will remain. The piping systems originated there. Two existing oil boilers (one is converted to gas the other is dual fuel) will remain and will act as back-ups.

4. Subcommittee reports
   a. **North Campus** – The windstorm did hit it pretty badly. Jason cleared 51 trees that had fallen across trails. A tree went down on a set of lights, and they had to shut them off for a day. Still four left that need to be reattached to system. Trails are officially cleared. There are some branches and brush that can’t be groomed out yet, but it tears up the track center so we’re hoping for snow. If you do see anything, shoot her an email and Jason will clear it up.
   b. **Campus Landscape** – Has not met.
   c. **Art on Campus** – Has not met.
d. **Trails Planning, Review of the Revised UAF Trails, Goals, Objectives and Performance Measures**

Been working with Jonathan and north trails folks, and tasked with looking at the trails primarily in the core part of the campus, and looking at connectivity. What kind of challenges and opportunities do we have with ours at UAF? Comments are welcome. What do you think the trails need to look like. Important questions: “What challenges or obstacles do you see currently that discourages you from using trails?” “What opportunities do you see to build a better trail system?”

Phasing and prioritization. Hopefully this plan will lead to implementation. This is meant to be a plan that has a final product that makes people feel as if their voices are heard. The campus is used in two ways: one to get to class or work functionally for staff or students. The other part is how people recreate and get around and connect to those trails. Some students whom do not want to live in Fairbanks, want no snow to get to classes, want a heated bubble tunnel to get around. Other students don’t want things changed because they like Fairbanks, they want to climb over the dome, or hill or go through path in the forest. There’s a different dichotomy in how people use trails. Some people want the experience of the trails, and are out there and enjoy the temperatures and there are some people that just want the ease of getting their coffee. One other thing is the way people are transporting. The technology has changed. People are cruising through on their bikes that are winter capable. This is also the first-generation of people that are relying on phone apps as “way finder” tools to navigate trails. Changing some of the way those trails are perceived. If you were on the trails before on skis, now bikes are coming through. This is a great way to entertain tourists, if you bring visitors you can encourage walking tours to experience the campus. To let you know where we are within the process, we have discovery week. After this, we’ll be working on mapping and our plan is to draft and document in January/February, and then enter into a review and approval process that takes it forward. We have the blog up and running. There’s not a whole lot on it yet. We’ve summarized sessions we’ve had and posted them on to it. That’s the grand overview, before going around the table. Questions about process or how?

“Where is the blog located”? On the web www.uaf.edu/trailsandgreenways.blogspot.com I will send out an email about it.

“Does your scope include considering the interconnectivity regarding the borough trails?” Some people have been very clear about connections to the ends. “Can we go over the process again?” We’ve taken existing conditions mapping. This week we are trying to fill in all of the missing links. There will be a map that comes forward with decisions that need to be made on it. Talking with Bear, he points out that any trails through some of the wilder parts of campus really need to have a clear width of about 8 feet. In winter we have to have room for snow. The taller
vegetation has to be managed if you want that kind of trail to be proactively maintained so you can at least get a bobcat down there, which generally gives you about a 3.5-4.5 foot groove through the snow. To have a successful and multi-modal trail, that’s what we have to do. ADA accessible, or wide enough so someone can pass someone on skis, that’s an impact. There’s going to be an aspect of planning, maps with colors and dashes it will show which hierarchy of levels of use/management use. If you have a foot path and it becomes three feet wide, you have too many users on it for it to remain a footpath, so you either discourage people from using it or you define what the aesthetics are so we have to get people off this trail or zig-zag the path down the hill. Management tools are really important on trails. This needs to have enforceability at a design point of view. Community feedback question: “Is the survey the best way for people to give comments?” For people who can’t come, the blog is excellent. One is the survey to stakeholders with specific questions; the other comment collector on the blog is strictly for comments. They can say they support it or leave it the way it is, that’s a good way to get involved in this process. Staff and faculty make up a big part of the Westridge trail as users, not just students. They did contact certain groups within Westridge, and everyone whose been identified to use the outside space for an activity, as to faculty and staff they may be using it to get to their car and such. Staff and faculty use the trails for walking trails. There is no shuttle bus system from the Westridge to the SRC because of the construction. Haven’t seen anything that takes Westridge into the western part of lower campus. We can still get blog info up. Post discovery week people can still contribute to blog, and even take the university map, draw on it, scan it in, and post it to show what they do. All of the maps are posted for everyone to print. They are meeting with the campus sustainability group who they are interfacing with. Also having an open session this evening, five to seven at the Wood Center and we’ll even have pizza to lure people in. The Hulbert Nanook Terrain Park is changing it’s boundaries for this coming season to continue all the way up to Yukon Drive and as a state license ski center which you have to do for liability reasons, they have to control access, so that’s going to change seasonally some of the trails. Unless you have a ski pass and the training you’re not supposed to transect that. If you have a pair of stairs that goes up here, so people can have access down to that landing to extend it up to satisfy the Westridge to SRC trail concerns, have it land at the top of the ski hill so people going up can have a spot for their skis. Need an interim trail that doesn’t make too much of an economic investment, once we’re done with Troth Yedda’ we’ll have an establishment. People like this path primarily in the winter time because it allows them to go straight instead of around, in the summer it’s not an issue because it’s nice out and they can take that longer walk. People just don’t want to walk along Yukon Drive because of the cars and the exhaust and
stuff. There needs to be an east to west walking corridor that needs to be developed. Campus lighting: whether these need to be illuminated or not. Safety of seeing large moose and supplementary lighting. Concept of level and service. Needs to be well maintained and lit. What is our required level of service? If it’s not the shortest path, people will still go through the woods. Once a trail becomes a ski trail, rather than a walk trail, then you can’t have it be a walking trail anymore. Anything we put in academically has to be multi-use, and anything we do recreationally we have to keep walkers off it. Academic versus Recreational trails will be different. Sheep Creek runs on commuter trails, and Raphaelle finds it dangerous in winter because signs are not cleared very well, she has to jump into snowbank when cars come. Tanana Loop she doesn’t feel super secure on a bike or running, is it a maintenance issue or what? Generally, walkers or runners need more connectivity between segments of walking trails right now I feel like there are trails going here and there but to make a big loop it’s hard in the winter. Wood Center between “Himalaya Trail”, some people are really here for the wilderness - we don’t want to kill that. We should provide a safe connection for people not interested in Himalaya trail. The issue of side-by-side biking and roadways: Yukon and Tanana Loop, there’s a bike path on the inside of the curve, which disappears this time of year and nobody uses it for that purpose and cars cut that corner. If the striping was better I think people would be cutting corner less. Desire lines can be optimized. Want to keep trails quiet, away from road traffic. Parking is an issue. Parking meters? Confusion about when parking is enforced after/before hours. Non-campus regulars also don’t understand the parking rules. Ballaine and Sheep Creek and the lookout are good free parking for the community who are not UAF affiliated. There is vegetation on the trails by the roads that is dangerous for bicyclists. ROTC invited to describe their training path and that is one of their main concerns. There’s controversy to access and research at Tea Field Rd. and keeping that plowed in the winter time is hard because it’s a ski trail so it doesn’t get plowed. But in breakup people drive on it anyways, we’re trying to restrict access from it because of that. If we have 3 or 4 people fall off a trail, we need to fix that. It would be great to have a walking trail to go to the museum and botanical gardens, and nature trail to connect everything. Planning up to this point has been good people are on the same page. Farmer’s Loop area there was a discussion about people crossing that road, lots of housing, and there are no traffic islands here.

5. Facilities Services update
   a) There have been some meetings for the Sustainable Village master plan. Jonathan thinks this is funded. Laura says it won’t just be for students but a more diversified
body which may include faculty and staff housing. Possibly open to other people also?

b) There is also a master plan for the [Calypso?] Farm. Needs to identify some funding.

c) Bunnell completed the replacement of the old concrete stairs to metal.

d) Construction work is continuing at the Wood Center building. Dan Sizer is looking to see what’s going to be done around the Wood Center as there is a challenge for people trying get through at the Gruening and Wickersham turn around, to make a better drop off/pick up area. Bus shuttle is small up at the Wood Center and that area does need to be reworked because there are borough buses and people coming to pick up their spouses or kids. As a part of this effort we will end up with some plan to make easier access to core campus. Nothing formal yet, but Dan Sizer is working on it.

6. **Public comment period** – None

7. **Schedule** – Next meeting will be on Thu. Dec. 5th, 2013 which is in two weeks.

*Lighting Master Plan Document is available at [http://webshare.alaska.edu/shambare/](http://webshare.alaska.edu/shambare/)*
Staff Council Rural Affairs
December Meeting Report

12/3/2013

Present:
Jeannette Altman (Chair), Brad Krick, Christian Beks, Kirsten Bey, Adam Kane, Evelyn Pensgard, Benjamin Tucker

Excused:
Ashley Munro, Sara Battiest, Travis Brinzow, Deb Jeppsen, Richard Machida, Greg Simpson, Nicole Dufour

Both the December agenda and November meeting minutes were approved without amendment.

The Kay L. Thomas Pathfinder award is still on track – they are a little behind on getting the call for nominations out, but they are working on it! Sherrie Rahlfs is in charge of the award this year and will contact Jeannette when they get their timeline together.

There is no formal report on Geographic Differentials but Brad will send out some documentation for the good of the order via email.

Regarding the Ombudsman Proposal – it was suggested that, due to lack of volunteers in the greater UAF Staff Council population, that Rural Affairs takes on responsibility for wording of proposal. The proposal will be crafted over email.

Jeannette will follow up with the Diversity & Equal Opportunity office to see when or if a visit is planned out to rural campuses.

Next Meeting:
January 7, 2013 10:00 am
In Fairbanks: Kayak Room
Online in Google Hangout (see calendar invite)
Dial in at 1-800-893-8850, PIN: 8244236
Staff Affairs Committee
December 4, 2013
1:30 – 2:30 p.m.
Library Room 503 -

Meeting Notes
Members Present: Jennifer Youngberg, Acting Chair, Juella Sparks, Kirsten Bey, Jarkko Toivanen, Brad Krick, Ashley Munroe and Nicole Dufour (Guest)
Members Absent: MaryAlice Short, Erin Albertson, Jesse Atencio, Kim Eames, Juan Guola.

Meeting was called to order at 1:33 p.m.

Notes:
Main topic of discussion was the Board of Regents Meeting and testifying on December 12, 2013 in support of the employee tuition waiver benefit.
Brad Krick was going to speak with Jeannette Altman to see if she could put together a poster to be distributed to the staff council list serve.
Staff Affairs is recommending public comment on Thursday, December 12, 2013 at 8:30 a.m. Juella indicated she would be in attendance during the CHRO discussion of the employee tuition waiver benefit and would be willing to offer public comment on Friday, December 13, 2013 to dispute anything said during Thursday’s presentation. Other staff council members should be encourage to attend as well.
We had discussion of bringing a signature sheet to the BOR meeting to have all those in attendance sign it so the BOR could know how many in the room are there for support of the tuition waiver benefit. Nicole is to bring this sign-up sheet to BOR meeting.
Trish Winners sent to brad the verbiage that was used for design and constructions petition of support. Brad will send this out to all unit reps in order to collect signatures of support. Council members should bring these petitions either to Nicole at the Staff Council meeting on December 11 or be sure to bring them to the BOR meeting on the 11th.
It was noted that public comment is limited to only those in Fairbanks, no audio public comments; therefore rural sites are encouraged to sign a petition or submit their comments to be read by other staff council members during public testimony. Nicole is arranging with Martin Miller to have a 2nd shuttle run the route between Wood Center and Butrovich to bring people up to the BOR meeting.
Brad and others from staff council will be available to read written comments and they will also be given to the BOR at the conclusion of public testimony.
There is currently no official action scheduled to be taken at the BOR meeting but may come up again in the future. There was a discussion that perhaps this is a test to see how much response the BOR gets. We need to show them this time around how important it is to staff. We also discussed that several seats on the BOR will be expiring soon and environment may be right to make some hard decisions.

Staff affairs also discussed the status of the Tobacco free campus. It is recommended we put together a resolution relating to what specifically it is UAF would like to see (i.e., smoking enforcement of 50 feet from all entries). There is going to be a clean-air campus committee and staff council may be asked to have 1 member and an alternate on this committee. Brad will send Nicole the invite.

Discussion of the performance evaluation issue was also brought up. We need to decide what we would like to have done with the survey. Do we want to have comments publicly available? We should work closely with Statewide on their response – is statewide follow-up on use from SW governance. Brad will ask at Alliance for an update.
We need to confirm with staff council as a whole as to what we should do with the survey results.

In January staff affairs should look at discussing a proposed code of conduct from the SW Admin Assembly. Right now it is proposed staff alliance will be giving this to staff council for comments. Staff Affairs may want to read the previous comments from the first go round on the code of conduct proposed by the President. Juella said we might want to suggest that alliance sit down the president and discuss with him what we would like to see.

As of now there is no staff affairs meeting date in January proposed. May need a new chair come January.

Meeting was adjourned at 2:36 p.m.
It’s your Employee Education Benefit...

Tell the Board of Regents you want them to STOP efforts to diminish it!

What can you do?

Be in Butrovich 109 by 8:30 on Thursday (Dec 12) to support the waiver. No public speaking required!

If you’re willing, sign up for public comment and share your personal story about what the waiver means to you

Provide written comments; they’ll be submitted to the Board at the meeting

Sign the Staff Council petition in support of the waiver (see your Unit Rep for more information. Visit our website to find your Unit Rep!)

http://www.uaf.edu/uafgov/staff-council/

What: December Board of Regents Meeting in Fairbanks

Where: Butrovich 109

When: Public Comment: 8:30 AM Thursday, December 12

How to get there: The Yukon Route Shuttle (Wood Center to Butrovich)
There will be an extra shuttle on this route from 8:00 - 10:00 AM

UAF Staff Council
uaf-staff-council@alaska.edu
907-474-7056