MINUTES
UAF STAFF COUNCIL #247
February 18, 2014
1:33 – 3:45 PM
Wood Center Ballroom

I. CALL TO ORDER AND ROLL CALL

A. Call to Order
   - President Brad Krick called the meeting to order at 1:33 PM.

B. Roll Call

   Present:          Present (cont.):          Excused – Designated Proxy:
   Jeannette Altman  Tom Langdon              Debbie Gonzalez (Deidre Helfferich)
   Jesse Atencio    Jessica MacCallum         
   Nate Bauer       Richard Machida
   Jeff Baxter (phone)  Ashley Munro
   Chris Bek (phone)  Lawrence Murakami
   Celena Brown (phone)  Evelyn Pensgard
   Cindy Collins (phone)  Sherrie Rahlfs
   Debbie Coxon     Janine Smith
   Jessica Desrochers (phone)  Jarkko Toivanen
   Kim Eames (phone)  Lesli Walls
   Faye Gallant     Trish Winners
   Juan Goula       Deidre Helfferich (Proxy for D. Gonzalez)
   Adam Kane (phone)
   Brad Krick
   Jan Kristenson

   - Quorum was met

C. Approval of Agenda for Staff Council Meeting #247
   - Agenda was approved as amended. It was amended to allow guests to speak as they arrive.

D. Approval of Minutes for Staff Council Meeting #244
   - Approval of minutes for Meeting #244 was postponed until the March Staff Council meeting.

II. STATUS OF PENDING ACTIONS

A. Resolution 2014-246-1: Resolution Requesting the Inclusion of Staff Council Representation on the University of Alaska Fairbanks Budget Options Group - Denied
   - Attachment 247-2: Chancellor’s Response to Staff Council Resolution 2014-246-1
   - Chancellor Rogers denied our recent resolution requesting a seat on the Budget Options Group (BOG). A memo from the chancellor is attached.
- For the budget, going forward, the structure of the groups will remain the same. The Budget Options is focused on ideas. The ideas generated by BOG will be forwarded to the Chancellor's Planning and Budget Committee. The decisions made by the Planning and Budget Committee will be forwarded to the Chancellor's Cabinet.
- The Office of Management and Budget (OMB) has identified the minimum and maximum savings associated with ideas forwarded to BOG. They have also identified obstacles and considerations associated with implementation of these ideas. This information, including the background information, will be forwarded to Planning and Budget Committee.
- Staff Council received an invitation from Provost Henrichs to fill a seat on this year's Planning and Budget Committee. Chris Bekis will serve as the Staff Council representative to this committee. Juella Sparks will serve as the alternate. This group will begin meeting soon.

III. PUBLIC COMMENT

- Jennifer Macomber, Dining Services
  - Faculty and staff meal plans are now available from Dining Services. Permanent faculty and staff who are benefit eligible may purchase meals in blocks of ten, for $60.
  - This is a 30-45% savings on walk-in rates for breakfast Mon. – Fri, at the Wood Center from 7-11 AM and for lunch and dinner at Lola Tilly Commons, all you can eat, from 11 AM – 8 PM. These are also available on weekends and holidays from 10 AM – 2 PM and 5 PM – 8 PM.
  - These plans are nonrefundable, yet they never expire.
  - You can bring and pay for a guest using the meal plan.
  - To access this service, you must first fill out an application form. This form is available on the Dining Services website: www.uaf.edu/dining. You will select the meal plans option on the page and then the faculty/staff option. Menu options for Lola Tilly can be viewed at www.uafdining.com

IV. OFFICER REPORTS

A. Brad Krick, President

  Staff Alliance
  - Staff Alliance met earlier this month.
  - Staff Alliance discussed the Shaping Alaska’s Future draft Issues and Effects Statements. At this meeting, Dana Thomas, Vice President for Academic Affairs, requested feedback from governance groups on the draft statements. This feedback was due earlier this week. Staff Council received this draft document last week and Brad collected feedback on the draft through email. He submitted our response earlier in the week.
  - The Issues and Effects Statements are a list of issues facing the university and the effects we want to see as we deal with these issues. These are meant to be broad; they are applicable to multiple locations and situations.
  - The draft will go to the Board of Regents (BOR) meeting, later this week. The board will likely vote to finalize the document at the April meeting.
  - Vice President Thomas indicated that the five themes, along with the Issues and Effects Statements are already being used in making budget decisions.

  Waste and Fraud Hotline
  - Information from Brad Lobland indicates that the university system has awarded a contract for a hotline to report waste, fraud, and other matters, such as bullying. The contract is being reviewed. Once this is complete, more information will be made available.
  - A question was raised regarding the cost of this third party vendor service to the university. This will be looked into.
- The hotline resulted from analysis of comments collected through a Staff Alliance survey. President Gamble was concerned about the number of occurrences of bullying present in survey responses.

PreStaff
- The officers asked about the emergency closure policy. Back in Nov. or Dec, we discussed with Kari what possible changes to the way that the current closure policy works. An item currently being looked into is asking the President’s Office if emergency leave could be charged to sick leave, allowing restricted fund employees to charge leave for emergency closures to sick leave. They are still waiting on a response from the President’s office regarding this. If it is determined that this is a possibility, there will likely be a formal proposal brought to governance groups for feedback.
- Staff Affairs recently discussed other possible ways to deal with an emergency closure.
- During PreStaff, they also asked about a delayed start with weather events. The idea would involve an event where the university would announce the night before for people to come into work later the next day. Chancellor Rogers sounded interested in this as a possibility.
- Improving work from home options was also discussed. Chancellor Rogers was interested in this. The idea behind this is, could staff find other things, such as SkillSoft, or other training workers can complete from home, if weather prevents staff from being able to get to campus.

B. Ashley Munro, Vice President

PreStaff
- In terms of the ninety-day hold on staff positions, there have been rumors that the ninety-day hold on jobs would increase to 120 days to match statewide. This is not in the works, at this time.
- The ninety-day hold is achieving the target savings of three million dollars.
- The officers were concerned that increases in workload, due to the ninety-day hold, were resulting in higher staff turnover. This does not appear to be the case at this time. On average, there are about three hundred open positions during a year. This year, so far, we have had one hundred fifty nine. Fifty-eight positions have been filled. The one hundred remaining positions are open due to the ninety-day hold.
- Comparing staffing levels from 2003, 2008, and 2013, there have been increases in temporary and term funded positions by about 16%, due primarily to the source of funding. More grand funding results in a higher number of term funded positions.
- There has been a 30% decrease in executive level staff during this same timeframe.
- During PreStaff, they also discussed problems associated with people ending term funded work and not receiving the same benefits and rights as those who were are in layoff status. It may be possible to give those loosing term-funded positions the same rights for rehire, etc. They will look into this possibility.
- During the last Executive Board meeting, there was mention of possible consolidations across rural campuses. This is being assessed. Chancellor Rogers is looking for budget recommendations. Faculty are already working across campus lines to prevent multiple instances of a class across campuses. At this time they are not looking at closing campuses, or cutting staff, they are looking to improve efficiency.

Budget Options Group (BOG)
- Ashley thanked those who were able to attend the recent Staff Council ad hoc budget meeting. This meeting was encouraged by the Chancellor as a way for Staff Council to provide input.
- It was confirmed that the feedback received from Staff Council members at this meeting was forwarded to the BOG. If you have additional ideas or suggestions, forward them to the officers.
- It sounds as though all planned cuts have been made for this fiscal year. If you have questions or concerns related to this, please post them to the Grapevine for clarification.
- They are looking overall at open positions to see if the position needs to be rehired. At the Dec. Open Forum, hosted by Pat Pitney, 20% was given as the percentage of positions that might not be filled. President Gamble indicated that possibly 30, 40, or 50% of positions might go unfilled. Julie Queen indicated during the ad hoc budget meeting there is no set percentage or number of positions that they are planning on cutting.

2014-2015 Staff Council Officer Election
- Nominations for 2014-2015 Staff Council officers will open at the March Staff Council meeting. Please consider running for office. If you have any questions, please contact Brad or Ashley

V. CHANCELLOR’S REMARKS
The Chancellor’s Remarks were presented immediately after the break.

- Presented by Kari Burrell, Executive Officer
- Chancellor Rogers is in Juneau today advocating for the Combined Heat and Power plant. He was sorry that he was not able to attend today’s events. Executive Officer Burrell was present to fill in for Chancellor Rogers.
- Executive Officer Burrell updated council on key issues from perspective of the Chancellor’s Office. She was also present to answer questions.

Legislative Session - Juneau
- Activities in Juneau are very important and important, especially this year with our current budget concerns.
  - Different people are travelling to Juneau on behalf of the university.
- President Gamble is also in Juneau today, where he was to present on the universities budget. President Gamble and Chancellor Rogers spoke to the Senate this morning. Chancellor Rogers also has a presentation this afternoon to the House Finance Committee about our capital budget ask. This is primarily for the combined coal and heat project. They will also talk about our budget planning process. They understand that the governor proposed a reduced budget for the university system.
- The governor proposed a budget that would place cuts to state agencies and the university. The university system cut would be 15 million. The cut for UAF would be approximately 7 million. Including fixed cost increases, UAF is looking at possibly seeing a 12-14 million-dollar budget cut, which is sizable for us. We are spending time thinking about how we would manage this cut. We can either reduce spending or increase revenue. Chancellor Rogers is in Juneau to discuss our process for addressing this cut. This is taking a lot of time, but it is an important use of time. We want to make sure that we continue to have a steady income stream from the state to support our operations.

Budget Options Group
- This new short-term group was looking at revenue ideas. This group wrapped up their work earlier today. In normal budget years, departments put together budget requests, which are submitted to the standard Chancellor’s Planning and Budget committee. This committee is co-chaired by Provost Henrichs and Vice Chancellor Pat Pitney. Normally the group prioritizes a short list of proposals to go forward as the UAF proposal to statewide.
- This year is different; we have to look for reductions. Due to this, the Budget Options Group was formed as opposed to asking departments to put forth reduction ideas.
- The Budget Options Group looked at ideas that have come in through the website and other sources, including ideas from Staff Council. These ideas will be forwarded to the Planning and Budget committee. From there, they will meet to discuss ideas and come up with a prioritized list for reductions. From there Planning and Budget’s work will be forwarded to the Chancellor’s Cabinet
- Kari is interested in hearing about other possible revenue streams, which could prevent cuts.

Board of Regents (BOR)
- The Board of Regents is meeting this week in Fairbanks. UAF has an opportunity to host them this week in Fairbanks. It is an opportunity to highlight things that are going on at UAF. One thing they are displaying is
our work on arctic issues. This Thursday, they would like to show the regents that we are an international leader in arctic studies. They will also present information on unmanned vehicles and the Office of Intellectual Property and Commercialization.

**Chancellor’s Cornerstone Award**

- In past years, Staff Council has been helpful in reviewing nominations and making recommendations for the Chancellor’s Cornerstone Award. The Chancellor’s Office is hopeful that Staff Council will continue in this role.
- There will be a spring town hall for the Chancellor, on April 8, to take questions and to present information on the budget and other key issues.
- The floor was then opened for questions.
- It was asked if the Chancellor would be holding town halls on a regular basis. Kari has personally been planning at least one town hall each semester, which would allow the chancellor to stay connected to current issues and concerns.

**Budget**

- We are concerned that the cuts may be for multiple years. The state revenue picture is not great. Although the state is working hard to find additional funding, they are not seeing any relief in the near future. This could be a 1-3 year cut, so we need to look for things that will have an impact going forward. This year we are looking at things that may not help us this year but maybe helpful down the road. For example, moving someone on to campus is a wash the first year as there may not be actual savings with this process. We may see savings in years two and three with these moves.
- For Statewide, Vice President Roy sent out an email to statewide employees who was to say that the way statewide would cover the cuts would be to look at travel. This applied to statewide and does not apply to UAF, UAS, and others. Travel is not something that Chancellor Rogers has put out, yet, as a cut. This may be looked at in the future.

**Combined Heat and Power**

- Unfortunately, the Governor did not include anything in his budget proposal to the legislature for the power plant. Now the proposal is in the house and the senate who will discuss this issue. The interior delegation has made this a number one priority. The Fairbanks Chamber also put this as a priority. They have also gone to Juneau to support this idea. Chancellor Rogers was pleased with the recent progress, noting that everyone has heard of the project. This is the initial hurdle that we have crossed. They are possibly looking at a public/private partnership. They are at least having real substantive conversations about his project.
- It is unknown at this point, in the end if the legislature would include funding for the power plant.

**Bullying Training**

- Kari will get back to council with a timeframe for the implementation of bullying awareness training.

**VI. GOVERNANCE REPORTS**

**A. David Valentine, President – Faculty Senate**

**B. Cordero Reid, Senator – ASUAF**

- In January, ASUAF sent student advocates to Juneau to speak to legislators. These student advocates focused their advocacy efforts on the engineering building and the power plant. The students feel that we have strong support for these projects.
- ASUAF is pursuing support of the Green Dot program. They would like to hear more about the program.
- ASUAF has submitted a request to Chancellor Rogers, asking that Residence Life be reviewed. This request was supported by student written testimony.
- Student Travel Fund - Students seeking travel funding must submit their applications by March 24.
- They are also currently putting community members and students together for the ASUAF Trust Fund. This organization would be a board that reviews student applications for scholarships.
- Cord asked is anyone had any questions for him.
- Lesli Walls, Advocacy Committee Chair, invited ASUAF to take part in the review process for this year’s Staff Make Students Count Award. Lesli also encouraged students to submit Staff Make Students Count Award nominations for staff members that are most helpful to students.
- Green Dot met with Brad and Ashley, the Staff Council officers in the fall. The program is a violence awareness and violence prevention program. They would like to start a program here at UAF. They wanted to attend a Staff Council meeting, but this was postponed indefinitely.

VII. BREAK (2:20 – 2:25 PM)
- The break took place following Unfinished Business and prior to the Chancellor’s Remarks.

VIII. GUEST SPEAKER
A. Brad Lobland, Interim Director of UAF HR (Unconfirmed and was not able to attend.)

IX. UNFINISHED BUSINESS
Due to timing, Unfinished Business was presented prior to the break and the Chancellor’s Remarks.
A. Chancellor’s Cornerstone Award
   i. Committee Chair Needed
   ii. Committee Members Needed
      - Nominations for both the Chancellor’s Cornerstone Award and the Staff Make Students Count Award are due on Feb. 21. Advocacy will be taking the lead on the Staff Make Students Count Award.
      - Volunteers were needed for the Chancellor’s Cornerstone Award Ad Hoc Committee. Jessica MacCallum (chair), Nate Bauer, Richard Machida, and Janine Smith volunteered to serve on this committee.
      - There is a link on the Staff Council homepage to information on both the Chancellor’s Cornerstone Award and the Staff Make Students Count Award.

X. NEW BUSINESS
A. Statewide Administration Assembly Values Effort
   - Attachment 247-3: Letter from Monique Musick, Statewide Administration Assembly
   - Please take a chance to look at this document and bring back thoughts to council.
   - SAA wants to start, at the Governance level, some type of values or principles statement. They do not want something like the prior code of conduct. Rather something similar to it that does not go into unnecessary requirements that are already addressed by HR policy.
   - SAA’s goal is to work with all governance groups, including faculty and students. If they cannot get approval from all groups, then they do not plan to move forward. The concern is that if we do not start working on this, something similar will come down from the top.
   - Brad brought this to Staff Council to inform people of this effort. Brad with check with Monique to see how they plan to collect feedback. At this point, this process is in the very early stages of development.
   - There are currently policy and regulations, and an ethics disclosure form, but the officers are not aware of any ethics document, and this is why President Gamble proposed a code of conduct a few years ago.
   - One early response from Staff Affairs, in Nov or Dec., was that we did a survey about a code of conduct and there was a very strong negative response. We need to consider what our constituents think of what is being designed; can we come up with something that is acceptable to all staff?
- On the issues and effects statements, one of the themes is accountability to Alaska and to Alaskan citizens. This is something from statewide on down that is being thought about - how can we prove ourselves to the people we serve.
- OIT has been undertaking Accountability Training for some time. This is a process to work towards better serving your customers, to make you more accountable to yourself, to your customers, and to your organization.
- Staff Alliance has not discussed this document yet. This will likely be on the agenda for the next System Governance Council meeting, which includes representatives from students, staff, faculty, and alumni.

COMMITTEE REPORTS

XI.  INTERNAL COMMITTEE REPORTS

A. Elections – Richard Machida, Chair
   - Attachment 247-8: February Committee Report
   - Elections Committee meetings are held the first Monday of the month from 9-10 AM.

B. Membership and Rules – Chair Bek, Chair
   - Attachment 247-6: February Committee Report

C. Rural Affairs – Jeannette Altman, Chair
   - Mae Marsh, Director of the Office of Equal Opportunity and Diversity will be speaking at the next Rural Affairs meeting.
   - Rural Affairs meets the first Tuesday of the month at 10 AM, in the Rasmuson Library Kayak Rm, by Google Hangout and by phone.
   - The committee continues to work on their proposal for an ombudsman. Contact Jeannette if you are interested in working on that.

D. Staff Affairs – Faye Gallant, Chair
   - Attachment 247-1: February Committee Report
   - The committee will be putting together a survey on ways to make UAF a “better place to work”.
   - The committee meets the first Wednesday of the month at 10 AM, in the Rasmuson Library, Kayak Rm.
   - Additional activities are discussed in the attached report.

E. University Advocacy – Lesli Walls, Chair
   - Attachment 247-7: February Committee Report
   - Advocacy is taking the lead on this year’s Staff Make Students Count Award Committee.
   - Nominations for the Staff Make Students Count Award as due on Feb. 21.
   - The next meeting will be around March 12. Lesli will send out more information in the near future.

XII. EXTERNAL STATEWIDE COMMITTEE REPORTS

A. Staff Alliance- Staff Health Care Committee – Debbie Coxon, Lesli Walls, Chris Bek (Alt), David Bantz (Alt)
   - Attachment 247-5: Jan. Committee Meeting Draft Notes
   - There are many options available from Healthy Roads. You are encouraged to look at their website.
   - There is also a new study available regarding our healthcare program by Lockton, which provides very interesting information and statistics. This is also available online.
B. Staff Alliance Compensation Working Group – Brad Krick (Chair), MaryAlice Short & Mike Cox
   - The committee will be meeting for the first time on Monday. More information will be available in March.

XIII. EXTERNAL UAF COMMITTEE REPORTS - Written Format

A. Accreditation Steering Committee – Trish Winners

B. Chancellor’s Advisory Committee for the Naming of Campus Facilities – Debbie Coxon
   - Has not met
   - Committee has not received any recent naming requests.

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

D. Chancellor’s Planning and Budget Committee – Chris Bekis; Juella Sparks, Alt
   - Has not met

E. Food for Thought Committee - Tom Langdon

F. Intercollegiate Athletic Council – Debbie Coxon and Jesse Atencio
   - The former committee chair recently informed committee members that this committee was being disbanded. Formal notice of this disbandment is expected in the near future.
   - Former representatives to the committee felt that staff benefited from having representation on this committee as discussion often involved plans for the future of the Athletics Department, including possible construction of new facilities. Having representation on the new committee, if one is formed, would be important for staff. Additionally, there are many staff positions that would be affected by the actions of the committee, including coaches who are staff members.
   - Brad suggested that it would be helpful to find out if this group is being reformed, and if so, whether council wants to take part. If so, council may be able to request to take part in the new committee

G. Master Planning Committee (MPC) – Richard Machida; Brad Krick, Alt
   - Attachment 2474: February Committee Report

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

I. Parking Advisory Committee (PAC) – Tom Langdon (INAUTIVE)
   - The Parking Advisory Committee met on March 12 to discuss plans for summer construction. Please forward any feedback to Tom regarding this issue.
   - The committee now plans to meet quarterly.

J. People’s Endowment Committee – Debbie Gonzalez
   - Has not met
   - Committee will meet soon to discuss proposal process

K. RISE Board – Ian Olson

L. Smoke-Free / Tobacco-Free Campus Committee
   - Jessica Desrochers volunteered to serve as the Staff Council representative to this committee. Brad Krick will serve as the alternate.

M. Staff Day Planning Group – Ashley Munro and Maria Russell
   - Has not met
- A sign up form for courses will be going out soon.

N. Technology Advisory Board Committee (TAB) – Adam Kane & Chris Bek

XIV. AD HOC COMMITTEE REPORTS (none)

XV. ROUND TABLE DISCUSSION

XVI. ADJOURN

- President Brad Krick adjourned the meeting at approximately 3:33 PM.
Staff Affairs Committee Report, February 2014

The Staff Affairs Committee met on February 5. Major topics of discussion were:

- Make UAF a Better Place to Work: Brad Krick reported that instead of a committee, the Chancellor would welcome suggestions from Staff Council that could be implemented at UAF. Staff Affairs will take the lead in compiling this list, beginning with the results of a brainstorming session from the December meeting, and will create an anonymous google form for staff to submit suggestions to the Staff Affairs Committee. The focus will be on actions that can be implemented at the supervisor to campus level, without Statewide coordination.

- Smoking Ban: The committee will review the comments collected in the staff survey at the next meeting, and determine whether to publish them on the blog (and if so, in what form).

- Emergency Closure Policy: The committee reviewed the current emergency closure policy, as well as some initial ideas for improvements from Brad Krick. Key concerns included identifying “essential staff” in advance, perhaps through a department’s emergency action plan; communicating to staff in advance who is considered essential; communicating to staff in advance what work from home options may be available (such as trainings, desk manuals, etc.); and the issue of consistency and parity for employees in any given location. Brad will bring these suggestions to the Chancellor to the next Pre-Staff meeting with the Chancellor for discussion.

The next meeting will be on March 5, at 10 am in the Rasmuson Library Kayak Room.
DATE: January 30, 2014

TO: Brad Krick, President, UAF Staff Council
    Nicole Dufour, Executive Secretary, UAF Staff Council

FROM: Brian D. Rogers, Chancellor

SUBJ: UAF Staff Council Resolution 2014-246-1:
Resolution Requesting the Inclusion of Staff Council Representation on the
University of Alaska Fairbanks Budget Options Group

I received the Staff Council’s resolution requesting formal representation of the Staff Council on
the Budget Options Group that I appointed in December 2013.

In my December 20th memorandum to all faculty, staff and students regarding UAF’s planning
efforts to address our likely FY15 budget challenges, I emphasized that UAF is committed to
shared governance. The long-standing Planning and Budget Committee, a representative group,
will, as it does every year, review and recommend budget priorities. The Staff Council will be
invited, as it has in past years, to participate in the Planning and Budget Committee. The Budget
Options Group is an input mechanism to the Planning and Budget Committee and was not
intended to be representative group. Members of the group are not formally representing
specific sectors of the UAF community. The two faculty members appointed to the group are not
expected to confer with the Faculty Senate in their work to generate and evaluate ideas – and
given the quick timetable the group is working on, it would not likely be feasible to do so. The
Budget Options Group does include a staff member. Conversely, several other sectors of the
UAF community do not have membership in this group. For these reasons, I decline your request
to add an additional member to the Budget Options Group for the purpose of formally
representing the Staff Council.

However, I certainly appreciate the Staff Council’s interest in actively participating in
developing options and recommendations for addressing our potential $14M budget gap next
year. Given the Council’s strong interest in this issue, I suggest that the Staff Council convene
a special meeting for the purpose of considering the budget cut/revenue enhancement ideas
received to-date and for the purpose of developing a set of recommendations of its own. I am
asking the Office of Management and Budget (OMB) to be available to support you in such an
undertaking, to include sharing the financial analysis it has completed thus far on the ideas it has
received (the same analysis that has been shared with the Budget Options Group). Please contact
Julie Queen at 907-474-5479 or at jmlarweth@alaska.edu if you would like OMB support for a
special Staff Council meeting on budget options.
February 24, 2014

Greetings governance leaders,

I wanted to reach out to you with information on a project SAA would like to initiate, with your help and input, from a grassroots governance level: the formation of a “Commitment to Values, Statement of Principles or Commitment to Excellence” (exact label is up for debate). I’d like to take a moment to explain what we intended to accomplish, why we think it’s important, how we think the process for evolving the statements may work and how everyone may be involved along the way.

First I’d like to start with what this isn’t. It is not a punitive code of conduct listing behaviors that anyone with common sense knows are unacceptable in a professional organization. It is not a limit on academic freedom, free speech, self-expression, or the quirks and personalities that distinguish us as Alaskans. It is not a set of values or principles based on any faith or belief system. It is not a replacement for the mission and value statements developed on each campus. Nor is it an edict from Statewide being forced upon the other campuses.

Right now it is a goal established by the Statewide Administration Assembly to unify staff and faculty throughout the system; clarify expectations for conduct; improve our image within and outside this institution; and foremost, improve the culture of the university so that we provide excellent service to our students and ultimately the state. We are but one staff group and will only progress with the participation and support of governance at all levels. We ask that you join this effort and designate individuals interested in sharing this common purpose of self-creating the standards by which we ourselves are to be held.

Improving student outcomes is the focus of many initiatives throughout the system. As funding becomes more dependent on student success (graduation rate, high demand job placement, access) many initiatives have been developed. Advancements in advising, program support and more are already making a difference in student success. This is fantastic. But there is one more step that can be made to improve the student experience: improve the working culture of the university on a systemwide level so that staff and faculty are in a position to provide their highest level of service. As we are all being asked to do more with less, to collaborate more, to share resources, and come together for the common good, we ought to establish a common set of tools for our success.

We are a system, but we have silos within and between individuals, departments, schools and universities. If there is one sure thing that the process of gathering feedback for the strategic direction initiative showed, it’s that our students and public expect us to be working together. Through the process of coming together to create a common statement of shared values we hope to enhance collaboration and help remove barriers between us. By identifying what we stand for – student commitment, quality, integrity, teamwork, respect, good citizenship, a will to win,
personal accountability etc. and living by those standards, we can create and restore trust with students, employees and the general public.

That brings us to the process. The Board of Regents has established the UA Values for the system in their UA LEADS statements. Each campus within their own strategic plans address the unique mission and values of their institution. There are many common themes and terms among all of them. What we would like to do is to collaborate to spell out what behaviors and attitudes are necessary to put those values into practice; to elaborate on the common terms to present a comprehensive set of practices and ethical principles that all of us can commit to in the process of achieving our institutional goals. We want to make sure that these statements reflect the culture and values of our institutions. We cannot simply adopt the core values of some other university and expect it to resonate within our system. It has to “fit” us, which is why we so strongly feel it needs to be written by us in the first place.

When President Gamble presented his Code of Conduct he missed that important mark. There was negativity, absurdity and rigidity that didn’t at all resonate with us. That doesn’t mean it isn’t a good idea to have some ‘code of something’, it just needs a different approach. Rather than wait for another draft to come down to us, we wanted to try and build it from the ground up and then try to sell it to the top.

We would draft “it” collaboratively, with input from governance at all levels. Only once we are happy with what it says and means will we move it to the administration and ultimately the Board of Regents for approval. We know this will take time, and we know that we may be facing some resistance to the whole process. That is why before starting to draft anything, we want to gather the concerns, input, suggestions, and feedback of all of you, and to sincerely invite your participation.

Thank you,
Monique Musick

Statewide Administration Assembly
Master Planning Committee Report for Staff Council Meeting #247

Brad Krick attended the January 30 Master Planning Committee for Richard Machida.

MPC Subcommittee Reports
   North Campus - Trail lights repaired and damage to ski trails from rain was fixed.
   Trails Planning - Focusing on trail connections on the western sections of campus. A project review including a list of possible options will be available for the February MPC meeting.

2014 Construction Projects
   A list of 2014 projects is available online. Highlights include continued work on the Engineering building, a new stairway from Fine Arts to the Taku Lot, roof replacement on Gruening (using non-smelly tar which is expected to smell), sewer line work on Yukon Dr. and Chandalar Dr., and a multi use path from Yankovich/Miller Hill to campus. It was also noted that staging for the Engineering construction may displace Starvation Gulch next fall - Wood Center and Facilities Services are looking for a suitable location if it becomes needed.


   Dining Services will get the keys to the Wood Center on July 16.

Public Comment
   I spoke on the topic of bike paths. I asked the committee to keep in mind that encouraging cyclists to ride on multi use paths may put them in more danger from turning traffic and eliminate legal protection.
The committee was reminded to keep an eye open for innovative ideas to add to the value of our plan without adding cost. Every meeting will open with the opportunity to share innovative ideas.

The new Wellness program HealthyRoads website: https://www.healthyroads.com/ was discussed. There is full access to the website at this time. You may register your account using your name (exactly as on file with UA) and birthday. Based on your information you will automatically be directed to the UA landing page.

Committee members are encouraged to explore the site so they are familiar with its offerings. (Try it our on your smart phone too to test their mobile site functionality.) If committee members have ideas on how to help promote the tools or incentive use of the features of the site please share that at the next meeting or contact Erika.

Telephone-based coaching is now available through HealthyRoads for all benefits-eligible employees and their spouses (not dependents though).

Due to budget cuts on-site coaching will most likely be eliminated. It is hoped that the savings (~$875,000) from eliminating on-site means that the entire wellness program will not be cut due to current financial restrictions. JHCC passed a motion in support of maintaining a wellness program.

The budget delays/concerns account for the lack of any systemwide announcement on the new service. The president is making the final decision.

Next month the committee will discuss/review the latest report InfoLock from Lockton: http://www.alaska.edu/files/hr/UofAK_InfoLockFY13-JHCC.pdf This 88-page document contains important figures and analysis on our plan, member health, usage etc.
Membership & Rules Committee Report for February 2014 Staff Council

From: Chris Bek & Kirsten Bey

The M&R committee has consisted of Chris Bek, Kirsten Bey and Toni Abbey. We have a potential new member, Jessica MacCallum (who thought it was interesting talking about parliamentary procedure!).

We do need more members as there are a couple projects upcoming.

Current project has been putting together a presentation on Parliamentary Procedure for the February Staff Council Orientation Meeting. Chris B. will be the face of this presentation at the meeting. Chris is also taking over the chair position of this committee.

Ongoing/upcoming projects:

1. Review the bylaws & constitution for any mistakes or items that may need changing/rewriting
2. Review Unit compositions and any issues there may be with unit membership
3. Resolution to request greater input into the budget development process at the University of Alaska Fairbanks

This committee continues to meet on the first Monday of each month from 3pm – 4pm.
University Advocacy Committee – February 2014 Committee Report

Lesli Walls, Chair

- Advocacy last met on Feb. 5, 2014.
- Attendance: Lesli Walls, Jessica MacCallum, Jami Warrick, Cindy Collins, Brad Krick

2014 Staff Make Student Count Award
Advocacy will take the lead on this year’s Staff Make Students Count Award. Advocacy members will work with representatives from student governance to form a committee to review nominations. Nominations for the Staff Make Students Count Award close on Feb. 21. The review committee will meet once the Staff Council Office has processed nominations.

Carolyn Sampson Memorial Scholarship
Advocacy will look into having a Staff Council representative on the Carolyn Sampson Memorial Scholarship selection committee. Jami Warrick will serve as the committee representative to the selection committee.

Possible Resolution Requesting Additional Town Hall Meetings with Chancellor
The committee will work with the Staff Council Officers to draft a resolution requesting that the Chancellor hold town hall meetings quarterly or each semester. This resolution would be presented to Staff Council to be forward to the UAF Governance Coordinating Committee (GCC)

Staff Mentoring and Development
Committee Chair, Lesli Walls, recently met with Pat Pitney, Vice Chancellor for Administrative Services, and Anita Hartmann, Associate Director of UAF Human Resources, to discuss staff mentoring. Their discussion included staff mentoring and development. More information on this topic will be forthcoming.

Staff Travel Fund and Creating a New Staff Professional Development Fund
The Committee discussed developing a new fund that would help staff cover the cost of fees or tuition not covered by the waiver for professional development by having a fund raising table at Staff Appreciation Day, “Give us a Buck”. At that time we would also solicit interested staff to select to use our current travel fund to finally put it to use and close it out.
UAF Staff Council - Elections Committee
February 2014 Meeting Report

Members Present: Richard Machida

Non-voting members: Brad Krick, Nicole Dufor

Guests: Celena Brown, Jan Kristenson, Jessica MacCallum. Lawrence Murakami

Did not have a quorum present

Guest introductions.
Review of upcoming tasks for the Elections Committee
   Officer elections
   Fall elections
   Incorporate At-Large candidates into the Election software
   Incorporate LDAP authentication using the installed Shibboleth software
   Use the authentication process to determine unit membership
   Resolve issues such as multiple unit membership

Meeting adjourned

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