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Staff Affairs Committee

**MINUTES**

February 16, 2010

1:00 p.m.

Chancellor's Conference Room

**I. Welcome**

**II. Roll Call**

**Present:**

Jenny Day, Jennifer Elhard, Deb Hao, Martin Klein, Heather Leavengood, Robert Mackey, Nici Murawsky, Carol Shafford, Kayt Sunwood and Pips Veazey, Juella Sparks, Nichole Kloepper

**Absent:**

Amy Bristol, Brad Havel (EA), Forest Kuiper (EA)

**III. Approval of Agenda**

Agenda approved as amended. Agenda start time changed from 9:00 a.m. to 1:00 p.m.

**IV. Open Forum**

*a. Union(s)*

- Beth Behner and both soliciting unions ASEA and APEA are coming to the next Staff Council meeting March 19, 2010. UAF Staff Council's stance will be emphasized and labeled as unbiased.
- When staff are asked about union information and clarification Council is to direct the person to the following links:
  - <http://www.alaska.edu/labor/>
  - <http://www.afscmelocal52.org/>
  - <http://www.apea-aft.org/>
- Staff Council and its representatives cannot take a stance on the Union process. Individuals can have their own opinion but it cannot reflect through the Governance body.
- Union representatives will have 10 minutes each and a brief question and answer session will be held afterwards.
- Martin Klein noted that Staff Council's position is should and continue to be clear and unbiased.

**b. Health Insurance**

- *Fall River Recommendations* (<http://gov.alaska.edu/staff/2009-12-07.fallriverrecommendations.pdf>)

- Heather sent out the 20 recommendations agreed upon in the Joint Health Care Committee. The 20 recommendations will go into effect July 1, 2010.
- The Joint Health Care Committee is composed of union and administrative representatives, as well as one staff member. The JHCC is tasked with planning and discussing changes to staff health care which are in turn approved by administration.
- April 15, 2010 is the date open enrollment for benefits begin.
- Staff Affairs will contact Mike Humphrey to keep Staff Council on schedule with changes from the July 1 Fall River recommendations.
- Staff Affairs and Staff Council expect Mike Humphrey to report updates from the Fall River evaluation. Staff Affairs expects an expense evaluation of each recommendation and specific breakdown of each evaluation in 6 months, a year and 1 ½ and 2 years.
- Robert Mackey suggested that staff hire the consultants for the Fall River report evaluation. Staff Affairs suggested planting a seed in the Staff Health Care Committee about staff run consultants and a formal report card from Mike Humphrey.

**c. Goals – Compensation Outline (not available for distribution)**

- Time line for the completion of this project is 6 months, with a recorded history of the last five years and to note significant areas further back.
- Items to add are Longevity/ Turnover and Non retention numbers
- The final product will be a website of resources and a page explanation of the UA System vs Staff vs everyone else.

Staff Compensation assignments:

- |  |                         |
|--|-------------------------|
| • Heather: Medical, Dental, Vision                           | • Nichole: EAP and WIN  |
| • Pips: Longevity  | • Deb: Tuition and Fees |
| • Carol: Leave   | • Jenny: Parking        |
| • Kayt: Insurance-health and life (how much it costs at UAF) | • Jennifer: C.O.L.A     |

- Staff Affairs still needs researchers for Retirement, Opt-Out process and across the board increases.
- Retention has been put on the side burner, its consider more of a report card item.

*d. Staff Affairs web page*

- Will be revamped and have additions as needed.

*e. Non-Retention*

- No formal update at this time, but Staff Affairs would like to continue to keep this on the agenda.

**V. New Business**

- Robert Mackey suggested adding pet insurance and long term care to the next agenda.
- Staff Affairs meeting, March 3, 2010 has been canceled.
- Robert Mackey has volunteered to be an alternate for the topics of research.

**VI. Business Forwarded to Future Meetings (with Possible Presentations)**

- a. Mediation (Pips Veazey & Kayt Sunwood)
  - b. Employee Handbook (John Duhamel)
  - c. Policies
  - d. Non-Retention
  - e. On-Boarding Employees (Juella – Presenter)
  - f. New Staff Evaluations Form (Juella Sparks & Martin Klein)
- All items were discussed a brief mediation presentation from Pips Veazey and Juella Sparks at the March 17, 2010 Staff Affairs meeting. There has been an addition f. New Staff Evaluations Form presentation was added. Juella and Martin will be presenting this information at a later date.

**VII. Adjourn**

Meeting adjourned at 2:35 p.m.