

Staff Affairs Committee

November 24, 2009

10:00 a.m.

Chancellor's Conference Room

Present: Jennifer Elhard, Brad Havel, Martin Klein, Heather Leavengood, Maria Russell, Kayt Sunwood and Pips Veazey

Absent: Joey Bays, Jenny Day, Marianne Freelong, Deb Hao, Jennifer Miller, Nici Murawsky and Carol Shafford

Non-Members Present: Linda Lasota

- I. **Welcome**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Approval of minutes for October 9, 2009**
- V. **Open Forum**
 - a. **BOR Compensation Letter**

Staff Alliance has not received any feedback. More information will be available after the BOR meeting on November 30 – December 1.
 - b. **Mediation – Pips Veazey**

There was a “Meet the Mediators” session that was held on November 22, 2009. There was a low turn-out. Training will be commencing in February 2010. Please go to: <http://www.uaf.edu/oeo/alternative-services/mediation/mediation-training> for further information.
 - c. **Employee Handbook**

Martin Klein will be following up with Kris Racina to see if John Duhamel will be taking the handbook on as one of his projects.

d. Policies

No new policies have appeared on the Chancellor's website aside from Employee Recognition policy of 7/17/2009 (<http://www.uaf.edu/chancellor/policy>).

This topic will be forwarded to a future meeting.

e. Non-Retention

This topic will be forwarded to a future meeting.

f. On-Boarding Employees

This topic will be forwarded to a future meeting.

VI. New Business

a. Goals

It was decided at this meeting that the Staff Affairs Committee needs to determine goals that we are working towards with deadlines. The goal that came immediately to the forefront is compensation and distributing an informational piece to staff members. Please see the attached outline of what this compensation goal entails.

b. Assignments

Upon review of the compensation goal details, members of the Staff Affairs Committee will volunteer to be responsible for researching different categories of the compensation outline and drawing up an informative to-the-point segment. In the spring of 2010, the Staff Affairs Committee will roll out a letter and informational piece encompassing all components of the compensation outline. These documents will be electronically disseminated to all staff so that they are more educated and informed of what "compensation" really includes for UAF staff.

VII. Adjourn