

AGENDA
UAF STAFF COUNCIL MEETING #168
Wednesday, 22 February 2006 8:45 – 11:15 a.m.
Wood Center Conference Rooms C-D

Toll Free Access: 800-519-1987
Meeting #: *2928522*

***The next Staff Council meeting #169 is scheduled Friday, 24 March 2006 (face-to-face) ***

1. 8:45-8:50 CALL TO ORDER AND ROLL CALL
 - A. Adopt Staff Council #168 Agenda, Wednesday, 22 February 2006
 - B. Approve Staff Council Minutes #167, Friday, 16 December 2005
2. 8:50-9:05 OFFICER REPORTS
 - A. Maya Salganek, President Staff Council
 - B. Jeff Stepp, President-Elect Staff Council
3. 9:05-9:10 PUBLIC COMMENT
4. 9:10-9:25 GUEST
 - A. Stephen B. Jones, Chancellor

ACTION

5. 9:25 – 9:45 UNFINISHED BUSINESS
 - A. PERS Update SB141 – Gary Newman

Note that the summary on the Department of Administration Retirement and Benefits page doesn't mention this at all

<http://www.state.ak.us/local/akpages/ADMIN/drb/summaryofdefinedcontributionretirementplan.pdf>

Sec. 18. AS 14.25.143(a), as that subsection read following amendment by sec. 3, ch. 146, SLA 1980, until amended by sec. 12, ch. 106, SLA 1988, is amended to read:

When the administrator determines that the cost of living has increased and that the financial condition of the retirement fund permits, the administrator shall increase benefit payments to persons receiving benefits under this plan. For purposes of this subsection, the financial condition of the fund would only permit an increase in benefits when the ratio of total fund assets to the accrued liability meets or exceeds 105 percent. In this subsection, "accrued liability" means the present value of all member benefits accrued by member service in this plan [SYSTEM].

If you want the Alaska Supreme Court opinion on the health benefits go to

<http://touchngo.com/sp/html/sp-5698.htm>

B. Copied from the Board of Regents' February 15-16 meeting Reference 1", Attachment #1

C. KUAC issue update, Maya Salganek

D. Cigarette issue update, Jeff Stepp

E. Tuition Waiver update, Maya Salganek

6. 9:45-9:55 BREAK

7. 9:55-10:10 NEW BUSINESS

A. Proposed open nomination dates for the Chancellor's Recognition and Outstanding Staff Council member Awards – the nomination forms and information about the purpose of each award will be distributed to all staff:

- CHANCELLOR'S RECOGNITION AWARD 2006:

The Nomination process **begins Friday, 3 March 2006 – Deadline - Friday, 21 April 2006.**

- OUTSTANDING STAFF COUNCIL ACHEIVEMENT AWARD 2006:

The Nomination process **begins Friday, 3 March 2006 – Deadline - Friday, 21 April 2006** (recommend last year's recipients Barb Oleson and Gary Newman to serve on the committee).

B. STAFF MAKE STUDENTS COUNT (call for Council volunteers to serve on the committee).

President Mark Hamilton is pleased to announce the 8th annual "Staff Make Students Count" awards for outstanding service to University Students. The **Deadline to submit nominations is Friday, 15 March 2006.**

The purpose of this award is to recognize staff members that provide outstanding service to students anywhere in the UA system. Please access the fact sheet for more details:

<http://gov.alaska.edu/staff/studentscount/2006factsheet.pdf>

<http://gov.alaska.edu/staff/studentscount/2006nom-form.pdf>

UAF nomination materials should be sent to:

"Staff Make Students Count" Committee, c/o Lynette Washington, Secretary, UAF Staff Council/Governance Office, Room 312 Signer's Hall, P.O. Box 757500.

The nominations are collected and reviewed by the committee. The committee makes its recommendation and forwards all nominations to the Office of President Hamilton, c/o Pat Ivey. The Board of Regents' June meeting is scheduled June 8-9, 2006. President Hamilton annually presents the award at the June Board of Regents' meeting.

INFORMATION

8. 10:10 - 10:20 GOVERNANCE REPORTS

- A. Paul Layer, President Faculty Senate, Faculty Senate
- B. Joe Blanchard, President, ASUAF

9. 10:20-10:40 COMMITTEE REPORTS

- A. Staff Affairs, Liam Forbes
- B. Rural Affairs, Barbara Oleson, Attachment #s 2-3
(12 January and 2 February 2006 committee meeting minutes)
- C. Elections, Membership and Rules, Leah Swasey and Gary Newman
(announce President-Elect nominations to open in March)
- D. UAF Advocacy, Cheryl Conner and Joe Hayes
- E. Ad Hoc Chancellor's Recognition Award committee: Update Council
about current efforts to rewrite the award, Maya Salganek
- F. Staff Appreciation Day & Carolyn Sampson Memorial Raffle,
Lynette Washington
- G. Update: Ad Hoc Calendar Committee, Gary Newman
- H. Ad Hoc Health and Wellness Committee, Paula Long

Committee Reports if available may be viewed at <http://www.uaf.edu/uafgov> University News Room
Announcements – Please check for Staff Council Announcements at: <http://www.uaf.edu/news/news.html>

10. 10:40-10:50 EXTERNAL COMMITTEE REPORTS

- A. Chancellor's Campus Diversity Action Committee, Qwynten Richards
- B. Governance Coordinating Committee – Maya Salganek
- C. Master Planning Committee – Gary Newman
- D. Master Planning Subcommittee on Circulation
and Parking – Annette Chism
- E. Strategic Plan Committee: Jackie Alleyne-McCants or Barbara Oleson

External committee reports will be attached to the agenda if available.

11. 10:50-10:55 UAF COMMUNITY ANNOUNCEMENTS & EVENTS

- A. Campus Life Master Plan

<http://www.uaf.edu/fs/studentplanning.html>

The final version of the Campus Life Master Plan has been approved for printing and is posted on the web site listed above.

- B. McDowell Report

The report is available on line at <http://www.alaska.edu/pres>.

The McDowell report on the university has been public released. It will, however, remain a "draft" until it is presented officially to the Board of Regents at the February meeting and, as such, may see some slight revisions.

This report presents results from a statewide survey of Alaska residents gathering opinions and attitudes about the University of Alaska. The telephone survey, conducted in October 2005, included 926 randomly-selected

households located throughout the state. Results were weighted by community to reflect actual population sizes. The maximum margin of error at the 95 percent confidence level is ± 3.3 percent for the full sample. The McDowell Group has conducted two other statewide surveys for the University of Alaska: one in 1998, the second in 1999. Several questions asked in these surveys were repeated in the 2005 survey.

C. People's Endowment

The People's Endowment Board at the University of Alaska Fairbanks is pleased to announce the availability of funds for 2006. The People's Endowment was established at the UA Foundation in 1986 with the intent to provide a source of funds for projects that will improve UAF but would likely remain unfunded due to institutional priorities. Grants are intended to be used for a special project or to fill a critical need at UAF. Proposals will be accepted from UAF faculty, staff and students. All proposals will be submitted to the People's Endowment Board for review and selection. **Deadline:** The deadline for receipt of complete proposals is **March 20, 2006**, for the 2006 grant. Proposals received after 5 p.m. of the deadline date will not be considered. Successful recipients will be notified of the board's decision and funds will be available by May 1, 2006.

For More Information Contact:

Cathy Hagen
UAF Advancement Services, 207 Eielson Building
Phone: 474-6402 Fax: 474-1975, -mail: cathy.hagen@uaf.edu

D. Internet2 Day at UAF

<http://www.uaf.edu/i2day/>

When: March 23, 2006

Where: UAF Great Hall

This day-long event will feature demonstrations, presentations, and concerts which highlight new and innovative uses of the Internet that are transforming our culture. National and local experts will describe the reality and potential of Internet2. Research and instructors will demonstrate Internet2-based applications that span arts, sciences, humanities, and engineering disciplines. Break-out session discussions will be held on topics such as video conferencing, bioinformatics, grid computing, and educational/instructional applications.

12. 10:55-11:00 STAFF COUNCIL ROUNDTABLE

13. ADJOURN

Staff Council Meeting #168/Attachment #1
UAF Staff Council #168
Wednesday, 22 February 2006

Copied from the Board of Regents' 15-16 February meeting Agenda: "Approval of Revisions to University Retirement Program". Reference 1

The President recommends that:

MOTION

"The Board of Regents approves the amendments to the University of Alaska Pension Plan and the University of Alaska Optional Retirement Plan as proposed by the President. This motion is effective February 15, 2006."

POLICY CITATION

Regents' Policy 04.06.050:

Several retirement programs are available to University of Alaska employees. The placement of an employee who is eligible for one of the retirement programs will be governed by the appropriate state statute and/or the university's master plan document.

The University of Alaska Statewide Office of Human Resources will be responsible for preparing and maintaining an accurate and inclusive listing of all University job titles for inclusion in each of the available retirement programs. (06-03-94)

University of Alaska Retirement Program, Article 9.1:

Proposed amendments shall be submitted to the Retirement Committee for review and comment prior to delivery to the President or the Board for approval. The President is authorized to adopt Plan amendments; provided, however, that the Board reserves to itself the authority to approve any amendment consisting of a change of contribution rates to any of the Plans or the maximum annual limit for Covered Wages under the Pension Plan, or any action which causes a full or partial Plan termination, or a Plan merger or consolidation.

RATIONALE/RECOMMENDATION

Vice President Johnsen will present the President's recommended changes to the University's New Optional Retirement Program and the University of Alaska Pension Plan. The changes would not impact current employees.

A competitive compensation package, including retirement benefits, is a necessary condition for the university's continued ability to recruit and retain high quality faculty and staff. At the same time, the university must continue to manage its retirement programs so they are cost effective.

Current university employees are covered by a basic retirement plan depending on their employment status. Staff are covered by the state-administered Public Employee Retirement System (PERS). Faculty may choose between the state-administered Teachers' Retirement System (TRS) and, effective July 1, 2005, the University's New Optional Retirement Program (NORP). Executives may choose between PERS and ORP. NORP succeeded the Optional Retirement Program, which as of July 1, 2005, was no longer an option for new employees. In addition, all employees eligible for benefits receive the university-sponsored Pension Plan benefit, which is a defined contribution program in which the university contributes 7.65 percent of the employee's pre-tax income up to a cap of \$42,000. The university is exempt from Social Security for its retirement benefit-eligible employees.

The New Optional Retirement Program created by the Board of Regents effective July 1, 2005 is a defined contribution retirement program in which the University contributes 12 percent of the employee's pre-tax income and the employee contributes 8.65 percent. Like the university's ORP, NORP does not include a retiree medical benefit. Vesting in the employer contribution in NORP is immediate.

The State of Alaska also has created new defined contribution retirement programs for new state employees effective July 1, 2006. The employer contribution rates are 12 percent for teachers and 10 percent for non-teachers. The employee contribution rate under both programs is 8 percent. These programs include a defined benefit retiree medical benefit. Vesting in the employer contribution requires 5 years of service. Vesting in the retiree medical benefit requires 30 years of service or Medicare eligibility (65), 10 years of service and retirement from an employer participating in a state retirement plan. The state also provides a generous supplemental benefits program.

The President's recommended changes to NORP are designed to maintain a competitive and cost-effective defined contribution program. By adding a 3-year vesting cliff for the employer's contribution, requiring election of NORP in lieu of the State's PERS or TRS programs to be eligible for the University Pension, and expanding access to NORP to all new retirement benefits eligible faculty and staff, we estimate that the university will avoid approximately \$1.5 million in the first year, increasing to \$4.4 million by the sixth year. These changes would impact only employees hired on or after July 1, 2006.

The university administration will continue evaluating NORP for potential modification. Two possible changes for future consideration include a defined contribution medical savings account and expanding access to NORP to all current employees.

A more detailed treatment of these and related university retirement program issues is provided in **Reference 1**.

President's Recommendation

The President recommends that:

1. The New Optional Retirement Program be amended effective July 1, 2006 as follows:
 - a. Access to the employer contribution upon termination requires 3 years of continuous full-time University service.
 - b. Access to NORP will be expanded to include all retirement benefits eligible employees first hired on or after July 1, 2006.
 - c. The employer contribution rate for TRS-eligible employees will continue to be 12 percent. The university reserves the right to provide that the sum of employer contributions to the NORP retirement plan and the employer contributions to a potential future NORP retiree health reimbursement account would not exceed employer contribution rates that apply to the NORP retirement plan.
2. The University Pension Plan be amended effective July 1, 2006 as follows:
 - a. Eligibility for the University Pension for all employees first hired on or after July 1, 2006 requires that the employee has selected NORP.
 - b. Access to the employer contribution upon termination requires 3 years of continuous full-time University service.

Staff Council Meeting #168/Attachment #2

UAF Staff Council #168

Wednesday, 22 February 2006

Rural Affairs committee meeting Minutes - 12 January 2006

Present: Byrd Norton, Holly Royce, Denise Wartes, Shawn Russell, Sheena Tanner, Tamara Hornbuckle, Maya Salganek, Chris Todd, Crystal Wilson, and Barb Oleson

Excused: David Miller

1. Meeting called to order at 10:05 a.m. New committee member Tamara Hornbuckle was welcomed.
2. MOTION made by Holly and seconded by Crystal to approve the agenda. Motion carried with no abstentions.
3. Committee Goals
 - A. Improving Communications Update – Barb reported that she has not heard back from Debbie Carter at Statewide. Barb will try to make contact with Debbie before our next regularly scheduled meeting.
 - B. Go-to-List – Discussion followed on what to do with our list now. It was suggested that we add

all UAF Financial Aid staff to the list. It was also suggested that we put this go-to-list out on the CRCDD listserv once a semester (updated each semester). Correction was made to Lillian Ruedrich's name spelling (was first listed as Redrick, but it is Ruedrich) – Barb will update. It was suggested that we also add campus 800# numbers, FXHELP 800#, CDE's 800#, UAA and UAS campus 800#'s for registrars and UAF Admissions & UAF Registration 800# and/or regular phone numbers. Barb will collect this information and update spreadsheet and send spreadsheet to Rural Affairs Committee members to review and then it should be ready to be put out on the CRCDD listserv.

C. Improving Training Opportunities – Rural Training Spreadsheet

- training is available for CRCDD Dean's Office staff
- team building is needed, as well as University Inner Workings 101, cultural awareness and cultural issues, as well as compact planning process
- there is a need for new employees to understand the university system and how things work (this may be valuable to all new employee, no matter where they work)
- mandatory training doesn't work if audio-conferenced, as there seems to be many technical difficulties
- some centers/campuses have specific training needs so meeting site specific training needs is a good way to go
- new employee orientation should be face-to-face
- UAF Financial Aid is interested in providing more financial aid training to rural staff
- computer training is critical

Maya volunteered to color code and sort rural training information. What our spreadsheet shows is the strong need for rural training in Banner, Microsoft Office programs, understanding server, backing up files, networking, and basic computer program training. The other high training need identified is the instructor approval process.

As a group we need to decide what can be done. We also need to know who is responsible for training staff on any UA campus. Is UAF HR responsible? Is the school or department responsible? Maya will reconstruct training needs spreadsheet and send out spreadsheet to everyone to review. We will need to decide who is responsible, and then we need to determine if we want to forward this information on the CRCDD Dean and Directors. We need to determine what training UAF HR can do. We might want to work with Colleen on her plan for Banner training in the rural areas.

4. UAF Staff Appreciation Day Concept at Rural Campuses

Discussion followed on this idea. Byrd mentioned that she had not been at the last two meetings, so this idea was new to her, and she had never thought of Chukchi Campus as having a Staff Appreciation Day. Chris agreed with Byrd. Crystal reported that there are only two staff people in Tok, so it didn't make much sense for them to do a Staff Appreciation Day there. Barb reported that NWC has several get togethers, but not one that is specifically identified for Staff Appreciation. At this time it was general consensus that we may be too small to spearhead separate "Staff Appreciation Day" functions at each rural campus.

5. Other – None.
6. Roundtable – None.
7. Announcements – Our next meeting is scheduled for February 2nd.
8. Adjournment – The meeting was adjourned at 10:50 a.m.

Staff Council Meeting #168/Attachment #3
UAF Staff Council #168
Wednesday, 22 February 2006

Rural Affairs committee meeting Minutes - 2 February 2006

Present: Holly, Katrina, Maya, Denise, Crystal, & Barb. Excused: David, Pam, Byrd, & Tamara

1. Call Meeting to Order – Meeting was called to order by Chair Oleson at 10:05 a.m.

2. Motion to Approve Agenda – MOTION was made by Denise to approve the agenda. Holly seconded the motion. Motion carried.
3. Committee Goals
 - A. Update on Debbie Carter – Chair Oleson reported talking to Ms. Carter. Half of Debbie's job deals with keeping Statewide informed about HR changes through a newsletter and the other part of her job is maintaining a website for Statewide. Ms. Carter is not sure what she can do to assist us with improving our communication concerns. I did invite her to attend our meetings. She will attend our March meeting.
 - B. Go-to-List – The committee discussed the go-to-list. Discussion followed on the direct lines of contact a person should go through first. We need to emphasize that people follow the chain of command. Maya will e-mail Barb verbiage and Barb will create a blanket statement. Barb did report that she had not received list of names from Tamara for all of her staff that she wanted on the go-to-list. Once Barb has the names, it looks like we have a pretty comprehensive list and she can make contact with the individuals to get their permission to be identified as user friendly contact people.
 - C. Improving Training Opportunities – Chair Oleson reported that she had hoped to talk with the Chancellor when he was in Nome, but due to Mt. Augustine volcano emissions, he was not able to make it to Nome. Maya reported that she had talked with Susan Miller in UAF HR. Barb will talk with Maya and Susan when she goes in for the next face-to-face Staff Council meeting in March. Barb will also invite Susan to the next Rural Affairs meeting.
4. Other – None.
5. Roundtable – Maya reported that she attended a meeting with the Human Resources Council (made up of HR directors from each MAU and Jim Johnsen). There were approximately 10-15 people present. One of their areas of concern was providing information/training to rural staff. The outcome was to train those in the rural areas.
6. Announcements
 - A. Next Meeting – The next meeting is scheduled for March 2, 2006, at 10:00 a.m.
 - B. Other – None.
7. Adjournment – The meeting adjourned at 10:40 a.m.

Election, Membership and Rules Committee

Meeting Report February 7, 2006

Members present: Mary Pat Boger, Gary Newman, Julie Smith, Leah Swasey

Members absent: Derek Bastille

- 1) The meeting called to order by Chair Gary Newman at 11:05 am.
- 2) The agenda was approved without object.
- 3) Gary Newman gave a review of old EMR business.
 - a. We discussed previous work to get Staff Council elections online. We need to follow up with Statewide regularly to see where our project stands in the queue. Rory O'Neill is the contact. Janet Johnson is the programmer.
 - b. We also discussed that a potential project for EMR is to review the Staff Council bylaws and constitution.
 - c. EMR discussed access to and maintaining the EMR Committee web site.
- 4) EMR elected a new chair – Leah Swasey by unanimous consent.
- 5) EMR will organize a parliamentary workshop for Staff Council members. Gary is contacting Toastmasters and Leah is contacting United Way for further information on potential or planned parliamentary workshops. Toastmasters replied: Their workshop consists of 75 minutes of material, designed to allow participants to learn basic parliamentary procedures, and there is no cost. The contact at

United Way is currently out of town. If all goes well, we briefly discussed the possibility of this being an annual affair.

- 6) Leah is putting together a handbook for the EMR committee that contains any information that a new chair would need to know to run the EMR committee and to assist committee members
- 7) Meeting adjourned at 11:55 am.

Ad Hoc Staff Council Calendar Committee Report Feb. 2006

Everyone should have received Staff Council 2006 calendars by now. If anyone is interested in an electronic version, there is an 11" x 17" version linked from the website http://www.uaf.edu/uafgov/sc_about.html

Printed copies of the calendar remain available from Lynette. We asked for 1200 to be run, as with last year, they ran 1500 and gave us the extras.

This year took a little longer to get completed due to late changing reps and alts and Printing Services staff leave time after the first of the year. There is also a special leap day on the printed calendar. Those who can find it are urged to contact fystaff@uaf.edu and they will be entered in a special drawing at the next Staff Council meeting.

If anyone has suggestions for changes or ideas for next year's calendar, it's never too early to start. Contact faith.henry@uaf.edu or gary@alaska.edu

For More information contact the UAF Governance Office
Staff Council: 474-7056 <http://www.uaf.edu/uafgov/>
Room 312 Signers Hall PO Box 99775-7500



OUTSTANDING STAFF COUNCIL ACHIEVEMENT AWARD 2006

Nomination Process: Friday, 3 March – Friday, 21 April 2006

Forward nomination materials to: c/o Lynette Washington, Secretary Staff Council
Outstanding Staff Council Achievement Award Committee
Governance Office, Room 312 Signers' Hall
P.O. Box 99775-7500
UAF Campus

Phone: 907-474-7056 Fax: 907-474-5213 E-mail: fystaff@uaf.edu

The nomination materials will be reviewed, ranked, and sent to the office of Chancellor Steve B. Jones by Friday, 28 April 2006. Please send the cover letter with the nomination materials to:

The awardees will be announced and honored during the Staff Council Staff Appreciation Day/Ice Cream Social/Carolyn Sampson Raffle event:

Thursday, 18 May 2006

12:00-2:00 p.m.

Wood Center Multi-level lounge



The UAF Staff Council established, under the auspices of the UAF Provost, an annual awards program for the purpose of recognizing outstanding contributions to staff governance activities. This program shall be known as the Outstanding Staff Council Achievement Awards Program. To recognize the University of Alaska Fairbanks Staff Council (UAFSC) representatives, alternates, and other staff governance participants for significant contributions towards the Council's mission.

OBJECTIVE

To recognize University of Alaska Fairbanks Staff Council representatives, alternates, and other staff governance participants for significant contributions towards the Council's mission.

ELIGIBILITY

All UAF Staff Council representatives, alternates, and other participants in Council committees shall be eligible for recognition. The UAF Staff Council president and president-elect shall be excluded from participation. One award each shall be made to an elected representative or official alternate and to a voluntary participant in UAF Staff Council activities. Any voting member of the Council, its president or its president-elect may make nominations for each award. Nominations shall include a description of the nominee's accomplishment(s) as a Governance participant and how it relates to the overall mission of the Council in representing its constituent body.

OUTSTANDING STAFF COUNCIL MEMBER NOMINATION FORM

Name: _____
(name of person nominated for recognition, include campus P.O. Box, e-mail address, and extension)

Name of Nominator: _____

Department: _____ Date: _____

Why do you think this person deserves this award?

How has this person made a difference for Staff Council?

How does this person excel in Staff Council duties?

What specific qualities does this person show that makes him/or a role model for staff?

Additional comments:

"Please send the cover letter with the nomination materials to the above address:"

OUTSTANDING STAFF COUNCIL ACHEIVEMENT AWARD 2006 Nomination Process: Friday, 3 March – Friday, 21 April 2006 Forward nomination materials to: c/o Lynette Washington, Secretary Staff Council Outstanding Staff Council Achievement Award Committee Governance Office, Room 312 Signers' Hall P.O. Box 99775-7500 UAF Campus Phone: 907-474-7056 Fax: 907-474-5213 E-mail: fystaff@uaf.edu

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OUTSTANDING STAFF COUNCIL MEMBER NOMINATION FORM

Name: _____ (name of person nominated for recognition, include campus P.O. Box, e-mail address, and extension)

Name of Nominator: _____

Department: _____ Date: _____

Please use additional sheets of paper as necessary.

Why do you think this person deserves this award?

How has this person made a difference for Staff Council?

How does this person excel in Staff Council duties?

What specific qualities does this person show that makes him/or a role model for staff?

Additional comments:

Time Line Outstanding Staff Council Award:

- Nomination Process Begins: Friday, 3 March 2006
- Deadline: Friday, 21 April 2006
- Committee review begins: Wednesday, 26 April 2006
- Nomination materials sent to Chancellor for review and selection:

Friday, 28 April 2006

- Chancellor informs committee of selection: Thursday, 4 May 2006
- Chancellor presents plaque and award during the

UAF Staff Appreciation Day/Ice Cream Social/Raffle Event:

Thursday, 18 May 2006

Noon-2:00 p.m.

Wood Center Multi-level lounge area



CHANCELLOR'S STAFF RECOGNITION AWARD 2006

Nomination Process: Friday, 3 March – Friday, 21 April 2006

Forward nomination materials to:

c/o Lynette Washington, Secretary Staff Council
Chancellor's Staff Recognition Award Committee
Governance Office, Room 312 Signers' Hall
P.O. Box 99775-7500
UAF Campus

Phone: 907-474-7056 Fax: 907-474-5213 E-mail: fystaff@uaf.edu

OBJECTIVE

To recognize University of Alaska staff for their sustained outstanding contributions toward accomplishing and enhancing the UAF mission and strategic plan.

ELIGIBILITY

All staff members excluding deans, directors, and executive staff occupying any position at the University of Alaska Fairbanks are eligible to receive recognition as outlined in this program.

PROGRAM OUTLINE

The recognition program will consist of:

Public Recognition: For service that is work related or a public relations effort that is noteworthy by any University of Alaska Fairbanks' employee. Recognition is a plaque and gift as determined by the Chancellor. All departments are encouraged to recognize their employees in addition to this award. The Chancellor shall maintain this program in conjunction with the UAF Staff Council. A copy of the award will be placed in the employee's personnel file.

CHANCELLOR'S STAFF EMPLOYEE RECOGNITION SUBMITTAL FORM

Name: _____
(name of person nominated for recognition, include campus P.O. Box, e-mail address, and extension)

Name of Nominator: _____

Department: _____ Date: _____

Please include a cover letter (use an additional sheet of paper if necessary).

Why do you think this person deserves this award? Please include detailed compelling examples.

Time Line:

- Nomination Process Begins: Friday, 3 March 2006
- Deadline: Friday, 21 April 2006
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- Nomination materials sent to Chancellor for review and selection: Friday, 28 April 2006
- Chancellor informs committee of selection: Thursday, 4 May 2006
- Chancellor presents plaque and award during the UAF Staff Appreciation Day/Ice Cream Social/Raffle Event: Thursday, 18 May 2006
Noon-2:00 p.m.
Wood Center Multi-level lounge area



CHANCELLOR'S SUPERVISORY RECOGNITION AWARD 2006

Nomination Process: Friday, 3 March – Friday, 21 April 2006

Forward nomination materials to:

c/o Lynette Washington, Secretary Staff Council

Chancellor's Recognition Award Committee

Governance Office, Room 312 Signers' Hall

P.O. Box 99775-7500

UAF Campus

Phone: 907-474-7056 Fax: 907-474-5213 E-mail: fystaff@uaf.edu

OBJECTIVE

To recognize University of Alaska supervisors of staff for their sustained outstanding contributions toward accomplishing and enhancing the UAF Mission and Strategic plan.

ELIGIBILITY

All staff and faculty members occupying any supervisory position at the University of Alaska Fairbanks are eligible to receive recognition as outlined in this program.

PROGRAM OUTLINE

The recognition program will consist of:

Public Recognition: For outstanding supervisory leadership that is noteworthy by any University of Alaska Fairbanks' employee. Recognition is a plaque and gift as determined by the Chancellor. All departments are encouraged to recognize their employees in addition to this award. The Chancellor shall maintain this program in conjunction with the UAF Staff Council. A copy of the award will be placed in the employee's personnel file.

**CHANCELLOR'S Supervisory RECOGNITION AWARD 2006
RECOGNITION SUBMITTAL FORM**

Name: _____
(name of person nominated for recognition, include campus P.O. Box, e-mail address, and extension)

Name of Nominator: _____

Department: _____ Date: _____

Please include a cover letter (use an additional sheet of paper if necessary).

Why do you think this person deserves this award? Please include detailed compelling examples.

Time Line:

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