

UAF STAFF COUNCIL MEETING #173  
Wednesday, 13 September 2006 - 8:45 – 11:15 a.m.  
Wood Center Room Conference Rooms C-D

Audio-Conference Toll Free Number: 1-800-893-8850  
Presenter/Chair PIN: 8244640 Participant's PIN: 8244236

1. CALL TO ORDER AND ROLL CALL

PRESENT

Jackie Alleyne-McCants	Hal Needham for Mary Pat Boger	Julie Smith
Liam Forbes	Katrina Nelson	Juella Sparks
Faith Henry Long	Gary Newman	Jeff Stepp, President
Diane Leavy	*Barbara Oleson	Leah Swasey
David Miller	Dorothy Parkerson	*Pam Twitchell
Ashley Munro	Holly Royce	
*Nici Murawsky	Carol Shafford	

ABSENT

Joyce Allen-Luopa	David Basham	Mary Pat Boger
Jenny Barrett	Sonja Bickford	

GUEST

Steven B. Jones, Chancellor	Ann Ringstad	Ana Richards
Joe Hayes	Michelle Renfrew	Kayt Sunwood

1. CALL TO ORDER AND ROLL CALL

- A. Staff Council #173 Agenda, Wednesday, 13 September 2006, was approved as distributed.
- B. Approve Staff Council Minutes #172, Wednesday, 14 June 2006, was approved as distributed.

2. OFFICER REPORTS

Jeff Stepp, President Staff Council  
Vacant: President-Elect Staff Council

Jeff Stepp welcomed Council members to the first meeting of fall 2006. Jeff informed the Council about his new blog page and invited all to access the page to view information about Staff Council, Staff Alliance, and a variety of information of interest to staff. Council members may access Jeff Stepp's report to the Council at the following link: <http://uafstaffcouncilprez.blogspot.com/>.

3. PUBLIC COMMENT

A. Jeff Stepp introduced and welcomed Kayt Sunwood, the UAF Women's Center new Manager.

Kayt Sunwood distributed and discussed a handout that informed Council members about the UA Aurora Alliance Organization. The goals of the organization include achieving equal rights for all members of the University community regardless of sexual orientation, working against employment discrimination based on sexuality, and creating social and professional connections among lesbian, gay, bisexual, transgender, and all faculty and staff. Kayt Sunwood announced and invited Council members to the Meet & Greet @ the Pub event, Thursday, 21 September, 5:30-7:00 p.m., at the Pub in Wood Center, UAF Campus. Kayt Sunwood thanked the Council for the public comment opportunity and invited Council members to visit the Women's Center.

B. Jeff Stepp welcomed Joe Hayes, Director, UAF Alumni Association.

Joe Hayes informed the Council about upcoming Alumni events. Joe Hayes distributed an information card outlining the 2006 UAF Alumni Reunion events scheduled Thursday, 28 September through Saturday, 30 September. The event culminates with the Starvation Gulch Bonfire Lighting, Saturday, 30 September, 10:30 p.m., at the Taku Parking Lot. Joe Hayes announced that this year's distinguished alumna is Jyotsna "Jo" Heckman, President of Denali State Bank. The Alumni Association will also honor Margaret Nelson, recipient of the Professional Excellence award, an Anchorage real estate agent and former President of the Alaska Native Heritage Center and Eric McDowell founder of the McDowell Group, a professional consulting and research firm. Kenneth Larimore, Manager, Equipment, Athletics and Recreation, UAF Campus is this year's recipient of the William R. Cashen Service Award. The award recognizes outstanding service to the Alumni Association. Dana Thomas, Assistant Provost and Department Chair of Mathematics and Statistics, is this year's recipient of the Alumni Achievement Award for University Support. Bernice Joseph, Dean of the UAF College of Rural and Community Development, is this year's recipient of the Alumni Achievement Award for Community Support. For a full schedule and to register please contact Joe Hayes at [fyalum@uaf.edu](mailto:fyalum@uaf.edu) or register at [www.uaf.edu/alumni](http://www.uaf.edu/alumni). Joe Hayes thanked Council members for the public comment opportunity and encouraged Council members to support the UAF Alumni Association.

#### 4. GUESTS

A. Stephen B. Jones, Chancellor

Chancellor Jones warmly welcomed Staff Council members back. Chancellor Jones shared with Council members, details about the UA System FY08 budget requests to be presented to the Governor. Chancellor Jones reminded Council members that Paul Reichardt, UAF Provost, will retire during the month of June 2007. Chancellor Jones stated that the next Chronicle of Higher Education will post a vacancy announcement for Provost Reichardt's replacement. The new title of the position is Provost and Executive Vice Chancellor for Academic Affairs. Susan Miller, Sr. Human Resources Advisor was appointed to represent staff on the search committee. Chancellor Jones encouraged Council members to invite Rosanne Bailey, Vice Chancellor of Administration to our meetings. The Chancellor stated that he would like to establish dialogue sessions with Council members and staff at large where he intends to do more listening and interacting rather than talking.

Jeff Stepp will work on scheduling the dialogue sessions through the Chancellor's staff.

The Chancellor passed out the new recruitment booklet "Extreme Education". The booklet describes the opportunities that UAF offers, enrollment statistics, 2006-2007 estimation of course costs, and other facts about the University. Holly Royce, Council Representative, Department of College of Rural and Community Development pointed out that the booklet did not include information about the Interior Aleutian campuses. The Chancellor commented that the information can be added when the next booklet is published.

B. Ann Ringstad, Associate Vice Chancellor, University Relations and ACE: Support UA

Ann Ringstad informed Council members about the mission of University Relations and the Office of Community Engagement (ACE) and the services offered to the campus community by that office. Ann Ringstad stated that her office would like to work closer with the Staff Council group to communicate more effectively and get messages out that concern the campus as a whole. She informed the Council members that her staff is putting together a website directed at better public relations and legislative advocacy, as well as working on a UAF branch of the SupportUA.org website. Ann Ringstad stated that she plans to hold mini-seminars about how the budgeting process works and the current status of the University budget. She stated that during the month of October she plans on arranging campus tours for legislative/gubernatorial candidates.

Liam Forbes asked Ann Ringstad about communication between the Chancellor and Staff Council. Ann Ringstad replied that her staff is working on ways to handle this through the Staff Council Secretary.

Jeff Stepp suggested scheduling a work shop luncheon with gubernatorial candidates. Ann Ringstad replied that her office will work on organizing the work shop with Jeff.

#### C. Michelle Renfrew, Coordinator Special Development, TVC: Certified Public Manager Program

Michelle Renfrew informed Council members about the CPM courses and noted that the program was developed to educate/train public employees for the State of Alaska. The CPM is a nationally accredited program. The program offers courses at all three UA campuses. Michelle passed out information about the CPM tri-level course program and associated fees. Michelle stated that the courses are tailored to meet local business needs and that you do not have to enroll in the program, but may take courses that you are interested in. Michelle informed Council members that currently her group is working with statewide administration to find ways for employees to use the employee tuition waiver to attend CPM courses. She stated that some departments pay for employees to attend courses via journal voucher. Michelle stated that if a department would like to contact TVC, the courses can be brought to the department and tailored to a department's needs. More information about the CPM Program may be accessed at the links below:

<http://www.tvc.uaf.edu/programs/Prodev/index.html>

<http://www.tvc.uaf.edu/programs/Prodev/cpm.html>

<http://www.uaf.edu/uafhr/FAQ/index.html>.

#### 5. GOVERNANCE REPORTS

##### Shirish Patil, President Faculty Senate, Faculty Senate

Shirish Patil informed Council members that the Faculty Senate's first meeting of the fall semester is scheduled September 18. Shirish Patil stated that the Senate is focused on student success and readiness and is seeking ways to collaborate with the Fairbanks North Star Borough School District to improve student readiness and success. Shirish informed Council members that currently several committees (that include staff members) are working on baccalaureate admissions standards to be implemented in 2008.

Shirish informed the committee that a nationwide search is underway to replace Craig Dorman, Statewide Vice President for Academic Affairs and Research. Shirish stated that he is the appointed Search Committee Chair.

##### B. Sven Gilkey, President, ASUAF

Sven Gilkey informed Council members that ASUAF plans to ask the Board of Regent at the September 20-21 meeting about how student tuition and student fee increases are used and what programs are benefited. He informed the Council that ASUAF's Student Coalition group is holding a retreat this weekend and plans to focus on legislative lobbying techniques and plans to set up a voter registration table. ASUAF web site links: <http://asuaf.org/> and [http://asuaf.org/modules.php?name=Student\\_Government](http://asuaf.org/modules.php?name=Student_Government)

#### ACTION

## 6. UNFINISHED BUSINESS

### A. Discuss Proposed Staff Council Retreat Agenda - Jeff Stepp (scheduled Friday, October 13, 2006, 9 a.m.-3 p.m., WCB)

Jeff Stepp reminded Council members about the upcoming Staff Council Retreat and shared his ideas about what should be on the agenda; he encouraged Council members to submit to present their ideas as well. Gary Newman suggested that at the retreat we limit guest and have more of a discussion between ourselves. David Miller recommended that the Chancellor be invited informally, and that Council members can identify topics of discussion before hand. Leah Swasey suggested inviting one to two guests in the morning and to make the afternoon available for specific topics of discussion. Jeff Stepp called volunteers to help him with the retreat agenda. Katrina Nelson, Jackie Alleyne-McCants, and Holly Royce volunteered.

### B. President-Elect Vacancy – Jeff Stepp

Jeff Stepp stated that as part of the fall elections the Council will seek to recruit a President-Elect to serve during the spring, and then as President during 2007-2008. Jeff called for Council members to help him out by attending some committee and state-wide meetings that the President and President-Elect attend. Gary Newman volunteered to help out. Jeff plans to send out e-mails to generate more staff interest in the Staff Council election.

### C. Proposed Online Election Update – Leah Swasey

Leah Swasey informed the Council that the online election may not be available in time for the Staff Council election process.

### D. Staff Manual Update – Liam Forbes

Liam Forbes informed Council members that the staff manual was vetoed by the Chancellor. Liam Forbes stated that the UAF HR website has been updated over the summer and is improving as a staff information resource. Liam stated that the Staff Affairs committee is making the manual a top priority this year. Liam stated that the group plans to provide Human Resources with suggestions and ideas to improve the website. The group plans to talk with Chancellor Jones about developing an official staff handbook.

## 7. NEW BUSINESS

### A. Proposed Staff Council meeting schedule Motion: September 2007 through June 2008

Jeff Stepp called for a Motion to accept the 2007 through June 2008 Staff Council meeting calendar. The UAF Staff Council passed the following motion at its Meeting #173, Wednesday, 13 September 2006:

MOTION: (passed unanimously) – (The calendar is attached to the Minutes).

### B. Intercollegiate Athletic Committee (IAC) appointees

Jeff Stepp announced that Scott McCrea and David Miller are the IAC appointees.

The charge of the Intercollegiate Athletic Committee shall be to:

- exercise oversight of the direction of the Intercollegiate Athletics Program
- investigate compliance with NCAA and conference regulations
- participate in the evaluation of intercollegiate programs

C. Call for volunteer to serve on the \*Technology Advisory Board (TAB) – Jeff Stepp

Jeff Stepp called for volunteers to serve on the Technology Advisory Board. Gary Newman volunteered to serve.

\*The primary mission of TAB is to increase the availability of innovative technology and education. This RFP is targeted to insure that students have access to current computer technology in general/specialized labs and classroom teaching. TAB awards have funded projects in a wide variety of disciplines in the arts, humanities, and sciences proposed by faculty, staff, and students.

D. Agenda Format: Public Announcements and Reminders

Jeff Stepp announced that Public Announcements and Reminders will no longer be part of the agenda, but will be sent out with the agenda as a separate page.

INFORMATION

8. COMMITTEE REPORTS

A. Staff Affairs, Liam Forbes

Liam Forbes reported that the Staff Affairs committee will hold its first meeting on September 26.

B. Rural Affairs, Barbara Oleson

The report was attached to the agenda.

C. Advocacy Committee, Joe Hayes

No report was available.

D. Elections, Membership, and Rules, Leah Swasey

Leah Swasey informed the Council that the committee is preparing for the election.

E. Ad Hoc Health and Wellness Committee, Paula Long

No report was available.

UAF Governance Web link: <http://www.uaf.edu/uafgov/staffcouncil.html>

University News Room – Please check for Staff Council Announcements at: <http://www.uaf.edu/news/news.html>

9. EXTERNAL COMMITTEE REPORTS

A. Chancellor's Campus Diversity Action Committee (CCDAC) – TBA

No report was available. Lynette Washington will contact Maya Salganek about reporting the CCDAC Minutes when available to the Staff Council.

B. Governance Coordinating Committee – TBA

The Governance Coordinating Committee will hold its first meeting of the semester October 17.

The committee will not meet until October 17<sup>th</sup>.

C. Master Planning Committee – Gary Newman - <http://www.uaf.edu/mastplan> .

Gary Newman updated Council members about the Ballaine Lake issue, winter walking trails, rural campus walking plans, and gave highlights about campus renovation.

D. Master Planning Subcommittee on Circulation and Parking – Katrina Nelson

Katrina Nelson informed Council members about the new gold parking lots. She stated that Parking Services is adamant about not overselling the lots, and that the lots will be monitored for a year. She stated that the committee is looking into complaints about too many handicap parking spaces.

E. Chancellor’s Budget Committee Report, Kim Cox

No report was available.

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

## 10. STAFF COUNCIL ROUND TABLE

## 11. ADJOURN

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Tapes of this Staff Council meeting are available in the Governance Office, Room 312 Signers' Hall if anyone wishes to listen to the complete tapes, submitted by Lynette Washington, Staff Council Secretary.