

MINUTES
UAF STAFF COUNCIL MEETING #185
Face-to-face
Friday, 14 December 2007
8:45 – 11:00 a.m.
Wood Center Carol Brown Ball Room

Audio-Conference Information: 1-800-893-8850

Chair PIN: 8244640 (only the chair or meeting convener uses this number). Participant PIN: 8244236.

1. CALL TO ORDER AND ROLL CALL

PRESENT

Jackie Alleyne-McCants
*Julie Carpenter for Nici Murawsky
Liam Forbes
Martin Klein
Glyn Komkai
Paul Landen
Diane Leavy
Paula Long
Ashley Munro
Anne Marie Nacke
Gary Newman
*Barbara Oleson
Katrina Paul
Kathy Petersen
Ana Richards
Holly Royce
Carol Shafford
Juella Sparks
Kayt Sunwood
*Pam Twitchell
Kelly Williams

ABSENT

Nicole Conley
Joanna Cruzan
Dee Daniels, excused
Steve Estes
*Nici Murawsky
Dorothy Parkerson
Maria Russell
John Rutherford

GUESTS

Stephen B. Jones, UAF Chancellor
Mike Humphrey
Naomi Horne
Ann Ringstad
Richard Caulfield

OTHERS

Lynette Washington

- A. Staff Council #185 meeting Agenda, Friday, 14 December 2007 was adopted as submitted.
- B. Approved as modified, Staff Council Minutes #184, Wednesday, 14 December 2007. Item 10 C was changed to read, "Juella Sparks reported that Chancellor Jones invited the members of the GCC group to a meeting to discuss budget issues."

2. OFFICER REPORTS

- A. Kayt Sunwood, President, Staff Council.

Kayt Sunwood informed Council members about the Board of Regents' review of the Family Medical Leave benefit. Kayt Sunwood reported that the proposed Educational Leave benefit is still in

progress. Kayt Sunwood stated that she and Barbara Oleson represent staff on the Health Care issues committee. Kayt Sunwood reported that she and Pam Twitchell are on a committee that is reviewing the National Survey of Student Engagement (NESSE) survey results. Kayt Sunwood stated that the UAF Staff Council Advocacy committee is going to start helping employees to get our voices out to the Legislature. Kayt Sunwood thanked Council members for getting out post cards to Governor Palin, in order to support the UA budget requests. She recommended that letters of thanks be sent to the Governor for supporting UA budget requests. The membership terms of Council members Diane Leavy, Liam Forbes, and Dorothy Parkerson ended on the Council; Kayt Sunwood thanked them for their years of service.

B. Juella Sparks, President-Elect, Staff Council.

Juella Sparks informed Council members that the student recruitment process has been redesigned; the new process will be more of student hiring pool approach. Juella stated that there will be an opportunity to comment on the improved process and a test run may happen this summer. Juella Sparks reminded Council members that she is a member of the Human Resource Council and the Educational leave committees. Juella Sparks reported that work towards finalizing the educational leave benefit continues and that the BOR may approve it by summer. Juella Sparks informed the committee about support received from the ASUAF and Faculty Senate for the Bunnell House resolution. Juella Sparks reported that she is working on writing a comparison report about retiree benefits available across the MAUs. Juella Sparks stated that she intends to put together a proposal for retiree benefit consistency, a plan for distributing that information to retirees, and then Staff Alliance and, President Hamilton.

Staff Council Blog URL: <http://staffcouncil4uaf.blogspot.com>

Staff Council Library blogspot: <http://staffcouncillibrary.blogspot.com/>

3. GUESTS

A. Stephen B. Jones, UAF, Chancellor

Chancellor Jones reported to the Council that the Regents approved the Yupik Language Bachelor's degree program. Chancellor Jones updated the Council about continuing problems with the Wood Center renovation.

Chancellor Jones informed the Council that the Cooperative Extension Service review team proposed that Cooperative Extension Services (CES) be restructured and be relocated administratively from under the College of Rural and Community Development (CRCDD) into the Office of the Provost, and that the Director of CES also serve as a Vice Provost for extension and outreach/engagement to represent CES as an arm of the University. Chancellor Jones stated that the person in the position will coordinate the overall outreach efforts of the University; not with line authority but with overall responsibility for coordination and facilitation that involves the University reaching out to communities, to industry, to citizens, and other folks across the state. The BOR will consider the changes in February and hopefully give formal approval for changes. After formal approval is received, a national search will be launched to recruit for the Director of CES/Vice Provost position.

Chancellor Jones highlighted current budget negotiations with the Legislature and Governor Palin. Chancellor Jones encouraged staff to work with Ann Ringstad to lobby the Legislature and to send a note of thanks to Governor Palin for her efforts to support the UA system's budget requests. The budget to support the BIOS building was not granted.

The Chancellor relayed new information about the issues concerning keeping the Bunnell House open during the summer months; a final decision may be reached by the end of January. Chancellor Jones stated that there would be a \$90,000 operating deficit - if we are to operate the Bunnell House Child Care facility for the three months of summer. He stated that the Bunnell House early childhood education lab school that operates for the other nine months of the year is an integral and essential part of our Early Childhood Education Program that Rich Caulfield runs out of TVC. Chancellor Jones stated that Rich Caulfield is subsidizing the total nine-month operation with dedicated education funds to the tune of about \$204,000; additionally, \$130,000 comes from the fees from parents who have kids there. Chancellor Jones stated that Rich Caulfield does not get any direct education benefit out of the three month summer Child Care operation. Chancellor Jones stated that there is a higher education use for the \$90,000 to support other programs at TVC. The Chancellor stated that he has pledged to deal with this issue openly.

The Chancellor thanked Council members for attending the Staff Council social at his home the evening of December 13.

Liam Forbes asked the Chancellor about the final recommendation of the Vision Task Force. Liam asked the Chancellor that before looking forward to the 2017 plan, is there anything going on to measure or mark how we are doing on our current strategic plan, are we achieving the goals that were laid out in the current version before we launch into new things. How are we doing on what we already wanted to do? Liam stated that the second question is what kinds of things are you starting to do or see you and your administration doing to get ready to implement what is in the Vision Task Force report and push for those items going forward. The Chancellor stated that regarding the first question, we didn't develop as part of the strategic plan a score card and a conscious set of metrics that every six-months or every year we test the strategic plan against or we test our progress against. Instead, we've got this very involved performance based budget process that allows us to identify goals and metrics and targets and it is just inseparable in many ways from the major thrust of the strategic plan. The Chancellor stated that to be honest, we have not sat down to look at a strategic plan score card. I think that the annual operating plans are more of what we test our progress against and they are in many ways formed by the strategic plan. The Chancellor stated that he is not sure if a strategic plan is the kind of document against which you can measure empirically progress. My sense is along many of those pathways we've made good progress and in part the Vision Task Force effort is taking the strategic plan that has been out for two years now and pushing it down the road a bit and it now serves as our current strategic plan with an asterisk. I view the strategic plan as something that moves forward constantly and isn't a set place and time.

The Chancellor stated that with respect to your second question, the Vision Task Force met on November 1, and one of the elements that we need to work most closely on right now consists of very costly, resource intensive recommendations out of the Vision Task Force. Between now and the middle to the end of January we've got to do some kind of prioritization, some kind of ranking, some kind of synthesis and distillation, because there is just way too much in there that we can't immediately tackle. We have to look at which ones can we implement with existing resources, which ones are so urgent that we need to find the way to implement them as soon as possible, and which ones are important, but less urgent.

Martin Klein thanked Chancellor Jones for conducting an open forum at Facilities Services. He asked the Chancellor if he had been out listening to other groups and what has he learned in those discussions, and encouraged the Chancellor to continue holding the forums. Chancellor Jones stated that the forums are enjoyable and that he does try to get out to every unit that he can over the course of a year. He stated that in prior years he has met with the administrative team of Facilities Services, but that meeting with the staff was enlightening, because you get a better view of what's on people's

minds. He stated that one theme is common in that each unit believes that it is disproportionately disadvantaged in the allocation of resources.

- B. Mike Humphrey, Director of Benefits, Human Resources, UA Statewide: Current health care cost increase issues: <http://www.alaska.edu/hr/benefits> .

Mike Humphrey updated the Council about proposed increases in health care costs. Mike Humphrey informed Council members that the University presently covers 96% of health care costs, but proposes to cover 85% in the next year and 83% for the next two years. He stated that there is an unconfirmed agreement with United Academics on the 85/83/83 proposed cost split. Mike Humphrey stated that by fiscal year 2012 substantial changes in health care costs may happen unless the national position changes. Mike Humphrey reported that Pharmacare will change its name to Caremark. Mike Humphrey shared information about cost savings related to using generic vs. name brand prescriptions. The information that name brand prescriptions are costing about \$3.00 more than generic brands is not generating much motivation to use the generic brands. Mike Humphrey reported that UA is considering providing more vision care benefits, because it has been determined that eye exams reportedly can warn of other health problems. Mike Humphrey informed the Council that the health care plans \$6,000,000 recovery may be applied towards some of the proposed changes. Mike Humphrey encouraged Council members to contact him for more information and details.

4. GOVERNANCE REPORTS

- A. Jon Genetti, President, Faculty Senate.

Jon Genetti reported that the Senate passed a resolution in support of the Staff Council's Bunnell House resolution. Jon Genetti informed the Council that the Senate is working towards putting in place a permanent core review process. Jon Genetti reported that the external review of the UA Statewide Administration has been delayed, based on apprehension coming from statewide. The consultants intend to scrutinize and re-question folks and interview more people based on information/results collected during the October meeting. Jon Genetti reported several committee recommendations may be uncomfortable for statewide administration. The external review was commissioned by President Hamilton, and conducted by the McTaggart consultant group.

- B. Jake Hamburg, President, ASUAF.

No report available.

5. PUBLIC COMMENT

- A. Naomi Horne, Development Officer, Office of Development: Giving opportunities, specifically the UA Foundation funded Carolyn Sampson Memorial Scholarship.

Naomi Horne thanked staff for all of their support and generosity towards various scholarship programs. She specifically commended Council member's past and continued efforts to build the Carolyn Sampson Memorial UA Foundation endowed Scholarship Fund. Naomi Horne updated Council members about opportunities for the UAF community to give. She stated that some staff members that are Alumni of UAF may have been receiving donation cards in the mail; she stated that at any time you mail use the donation envelope/card to designate your gift to the Carolyn Sampson Scholarship fund, just write it on the back and we will assure that it gets there. Naomi Horne stated that the Office of Development will launch the employee giving campaign in

March and encouraged staff to donate their gift to the Carolyn Sampson fund or any other fund that benefits UAF students.

Naomi Horne referred Council members to the Giving opportunities Web access link:
<http://www.uaf.edu/giving/annual/index.html> .

6. BREAK

Kayt Sunwood called for a ten minute break to take place right after Public Comment instead of taking place after New Business. There were no objections.

ACTION

7. UNFINISHED BUSINESS.

Kayt Sunwood called for discussion about the 2007 Election results.

Kelly Williams, reporting for Mary Pat Boger, Chair, EMR committee relayed to Council members that several mistakes happened during the election process. Kelly stated that because of data errors with Unit 2/CRCO and a communication error with Unit 4/IAB those two units would require a revote. Gary Newman explained that the employee data report generated from PAIR is then utilized by the EMR committee to identify what units/departments and all employees fall under, based on time keeping locations. Gary informed the group that during the process, the Cooperative Extension Services (CES) was placed under SNRAS/Unit 3; therefore, the CES staff members did not receive ballots.

Kayt Sunwood stated that we are reviewing the election procedures to make sure that they fit well with our constitution and bylaws and this is an opportunity to make sure we are doing this well now and in the future.

Gary Newman asked that a motion be made to certify the elections for units 6, 8, 10, 12, and 14. The motion was made and seconded. Kayt Sunwood opened up the motion for discussion.

Juella Sparks recommended that based on the number of errors made that the whole election be thrown out. Juella Sparks recommended that the EMR committee strongly review the Constitution and Bylaws.

Liam Forbes stated his reluctance about holding up the business of the Council by redoing the entire election, because it may cause us to lose members, but agreed that the procedures definitely need work.

Juella Sparks stated that this is a disservice to the integrity of the election given the inconsistencies. She re-stated her desire to redo the election, stating that volunteers from the Council could work on getting the ballots out rather than Lynette and a student.

Gary Newman stated his dismay in Juella Spark's recommendation to throw out the whole election and that she had not communicated this since meeting with the EMR group prior to the Council meeting. Gary Newman relayed his preference to move forward with the process other than Units 2 and 4. Barb Oleson asked about other issues with the election. Kayt Sunwood reported that Unit 12 should have 4 reps based on the number of staff, but has on 3 reps. Liam Forbes stated that these

issues can be resolved without having to redo the whole election. Juella stated her concerns about there being too many inconsistencies and wanting to portray a fair election.

After Council members discussed ending the discussion and calling for the Motion, Kayt Sunwood called for the Motion. The motion was passed as amended by the EMR committee to certify election results of only units 6, 8, 10, 12, and 14.

The UAF Staff Council passed the following motion at Staff Council meeting #186, Friday, 14 December 2008.

MOTION: (passed 13 yes votes and 4 nays)

= = = = =

The UAF Staff Council moves to approve the fall 2007 Even-Numbered unit election results as amended to certify election results for only Units 6, 8, 10, 12, and 14.

RATIONALE: The Elections, Membership, and Rules committee would like the Council to approve the fall 2007 Even-Numbered unit election results as amended to move forward with re-balloting Unit 2/CRCO to correct a data error and Unit 4/IAB to correct a communication error.

Effective: Immediately

Whereas, elections for even-numbered unit Staff Council Representatives and Alternates were held during the month of November and counted at a meeting of the Election Membership and Rules Committee on December 3, 2007; and

Whereas, the election results indicate that the following staff are elected to Units 6, 8, 10, 12, and 14, according to this report of the Election Membership and Rules Committee;

Therefore Be It Resolved, that the UAF Staff Council accepts the election report of the Election, Membership and Rules Committee as amended and certifies the election of Even-Numbered Unit Representatives and Alternates under Units 6, 8, 10, 12, and 14 beginning their two-year terms January 1, 2008.

Carol Shafford stated her disappointment about the lack of member attendance at Council meetings and recommended that the Council members should improve how it communicates with fellow staffers. Barbra Oleson asked about efforts to recruit Council members from Unit 14/IARC. Lynette Washington reported that during past years efforts were made to recruit staff members from IARC to serve, but without success. Kayt Sunwood stated that she would make efforts to contact/recruit IARC staff members to serve on the Council. Gary Newman commented about moving Unit 14/IARC back under Unit 5/G.I., if IARC staff members are not willing to serve. He emphasized that IARC would be informed about this and that the move would be done according to UAF Staff Council Bylaws.

INFORMATION

8. NEW BUSINESS.

A. New Rep and Alt Orientation

Kayt Sunwood reminded Council members about the new Rep and Alt Orientation scheduled January 25, 2008. Kayt requested Council members to recommend guest speakers, and reminded committee chairs to prepare a brief presentation about the purpose of Council committees.

Barb Oleson recommended inviting past Staff Council members or past Council officers. Kayt Sunwood recommended Liam Forbes, because he has a lot of experience, especially with Staff Affairs. Liam Forbes recommended getting Chancellor Jones to give his perspective; Lynette Washington stated that the Chancellor will not be available to attend. Kayt Sunwood reminded Council members to forward other suggestions to her right away.

B. Discuss Bunnell House Resolution, Juella Sparks.

Kayt Sunwood called for discussion about the resolution

Holly Royce recommended a new model for childcare needs to be created on campus, because the current facility is too small. Juella Sparks commented that one of the charges of the Bunnell House advisory group is to find a better solution to the shortage on campus.

Martin Klein asked Rich Caufield if a resolution like this is helpful and what the underlying long term problems are. Richard Caufield, Director, TVC, commented that the Bunnell House and its programs are very important to the UAF campus and gave more details about the overall program. He stated that the challenge is supporting the program during the summer months. The operation is supported during the nine-month academic period. He stated there is a broader discussion that needs to take place in response to Holly Royce's comment.

Kayt Sunwood called for the resolution; after discussion the resolution was passed unanimously.

The UAF Staff Council passed the following resolution at Staff Council #185, Friday, 14 December 2007.

RESOLUTION: (passed unanimously)

=====

RESOLUTION ON BUNNELL HOUSE

WHEREAS, it was announced that the Tanana Valley Campus (TVC) is no longer able to sustain the operating costs of the Bunnell House Early Childhood Lab School during the summer months and that it will close, starting in May 2008; and

Whereas, the provision of adequate childcare is a critical issue affecting all members of the university community, including faculty, staff, students, and administrators who depend on Bunnell House year-round; and

Whereas, with approximately 70 families on the Bunnell House wait list, there is a demonstrated need for expanded childcare on the UAF campus; and

WHEREAS, there is already a shortage of childcare available in Fairbanks, which is exacerbated when school is out for the summer; and

Whereas, most staff work 12 months of the year; and

Whereas, the loss of year-round childcare may have a disproportionate and negative impact on women, especially their recruitment, professional development, and retention; and

Whereas, Bunnell House has an experienced and knowledgeable permanent staff who will be unlikely to be retained if Bunnell House is closed during summer; and

Whereas, the Bunnell House ECL Advisory Committee, composed of representatives from TVC, UAF and the community is working to find long-term solutions to the challenges of keeping Bunnell House open year-round and expanding childcare services on campus; and

WHEREAS, the Staff Council affirms that providing on-campus childcare is a valuable tool in recruiting and retaining excellent faculty and staff; now

THEREFORE BE IT RESOLVED, That the UAF Staff Council strongly encourages the UAF campus to share in the operating costs of Bunnell House by contributing the funding needed for operating costs during the summer 2008 and recognize the need for more childcare space on campus.

Resolution offered to Staff Council by the Staff Affairs committee (Written by Diane Wagner, Juella Sparks, Sine Anahita, and Kayt Sunwood).

9. COMMITTEE REPORTS

A. Staff Affairs, Liam Forbes.

The report was attached to the agenda.

B. Rural Affairs, Barbara Oleson, Rural Affairs.

The report was attached to the agenda. Barbara Oleson asked about the SoftSkill Training Program results. Juella Sparks stated that Anne Sakumoto gave a report at Staff Alliance and recommended that the SkillSoft Program go forward, but without the 24/7 books module. Juella added that this will be Anne's recommendation, but that doesn't mean that is what will happen. Kayt Sunwood stated that Anne is recommending that the Program continue for one year,

C. Elections, Membership, and Rules, Kelly Williams for Mary Pat Boger.

Gary Newman stated the next ballot that goes out will be a little clearer with respect as to how many votes you should get and that write-in names won't need supervisory approval on the ballot, but will need supervisor approval before being certified as a nominee.

D. Advocacy Committee, Maria Russell.

No report available. Kayt Sunwood commented that Ann Ringstad hopes to work with the Advocacy group.

E. Ad Hoc 2008 Staff Calendar, Gary Newman.

Gary Newman updated committee members about the staff calendar progress and process. Gary Newman asked Council members for suggestions about putting Council member names on the calendar with respect to rep and alt positions for Units 2 and 4. It was agreed that it is more important to get the calendar out with member names.

Kayt Sunwood thanked the calendar committee for their work.

Diane Leavy asked if other items on the agenda could be moved to the next meeting. Kayt Sunwood replied that agenda items could be tabled. Gary Newman suggested moving through the External Committee Report section quickly; Kayt Sunwood agreed to move through quickly.

Committee Chairs: If available please forward your reports to fystaff@uaf.edu and post reports on the Governance web site - <http://www.uaf.edu/uafgov/staffcouncil.html>

10. EXTERNAL COMMITTEE REPORTS (if available).

A. Master Planning Committee (MPC) – Gary Newman, access the MPC Web site for the purpose of the MPC and the SCP for more details about the purpose of the committee and its subcommittees access URL: <http://www.uaf.edu/mastplan/bylaws.html> .

Gary Newman updated committee members about the MPC.

B. Subcommittee on Parking and Circulation (SCP) Committee Report – Katrina Paul.

Katrina Paul stated that there have been no committee meetings.

C. Governance Coordinating Committee (GCC) – Juella Sparks.

Juella Sparks reported that the committee discussed the Bunnell House issue and its support of year round child care. The committee also discussed the Joint Committee on Student Success (JCOS). She reported that the committee is in the process of staffing the committee.

D. Chancellor's Campus Diversity Action Committee (CCDAC) – Juella Sparks.

Juella Sparks reported that one meeting was held to discuss committee membership.

E. TAB Committee Report – Gary Newman, for more details about the TAB committee access URL: <http://www.alaska.edu/uaf/tab/index.xml> .

Gary Newman reported that TAB proposal money was distributed and that the committee will meet again in spring.

F. Provost Budget and Planning Committee - Gary Newman.

The report was attached to the agenda.

11. ROUND TABLE DISCUSSION

The recording equipment was turned off during the course of the round table discussion.

12. ADJOURN

The meeting was adjourned at 11:30 a.m.

A tape of this Staff Council meeting is available in the Governance Office, Room 312 Signers' Hall.

For More information contact the UAF Staff Council Governance Office

www.uaf.edu/uafgov/staffcouncil.html

474-7056 Room 312 Signers Hall, PO Box 977500