

**AGENDA**  
**Staff Council Meeting # 189**  
**Face-to-face meeting (no audio-conference)**  
**Thursday, 22 May 2008**  
**8:45-10:30 a.m.**  
**WOOD CENTER CAROL BROWN BALLROOM**

**1. 8:45-8:50 CALL TO ORDER AND ROLL CALL**

- A. Adopt Staff Council #189 Agenda, Thursday, 22 May 2008.
- B. Approve Staff Council Minutes #188, Wednesday, 23 April 2008.

**2. 8:50-9:00 OFFICER REPORTS**

- A. Kayt Sunwood, President, Staff Council.
- B. Final Staff Council report to the Chancellor – Kayt Sunwood.

**3. 9:00-9:15 GOVERNANCE REPORTS**

- A. Marsha Sousa, President, Faculty Senate.

**4. 9:15 – 9:25 GUEST**

- A. Stephen B. Jones, UAF Chancellor.

**5. 9:25-9:30 PUBLIC COMMENT**

**ACTION**

**6. 9:30-9:40 UNFINISHED BUSINESS**

- A. Distribute ballot, nominate from slate of nominees or nominate from the floor, and vote for President-Elect, Katrina Paul, Attachment #1- Pres-Elect Bylaws.
- B. Resolution to ratify election, Katrina Paul, Attachment #2.

**INFORMATION**

**7. 9:40-9:45 NEW BUSINESS**

- A. Administrative committee proposed summer meeting motion, Kayt Sunwood, Attachment #3.
- B. Open discussion: Proposed motion to cancel Staff Council meeting #190 scheduled Wednesday, 4 June 2008, Kayt Sunwood, Attachment #4 and UAF Staff Constitution Article VII., Meetings, Attachment #5.

**8. 9:45-9:55 COMMITTEE REPORTS**

Committee Chairs: Due to an abbreviated meeting please forward your monthly committee report and your committee's annual year-end report.

- A. Staff Affairs, Julie Carpenter, attached to email.
- B. Rural Affairs, Barbara Oleson, Rural Affairs, access meeting minutes at web link: <http://www.uaf.edu/uafgov/staff/staffcom/rural/> or see May committee meeting minutes and year-end report attachments to email.
- C. Elections, Membership, and Rules, Katrina Paul.
- D. Advocacy Committee, Maria Russell.

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

#### **9. 9:55-10:00 EXTERNAL COMMITTEE REPORTS (if available).**

Staff representatives on external committees: Due to an abbreviated meeting agenda please forward your reports for attachment to the agenda by Monday, 19 May:

- 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> .
- B. Subcommittee on Parking and Circulation (SCP) Committee Report – Katrina Paul, attached to email.
- C. Governance Coordinating Committee (GCC) – Juella Sparks.
- D. Chancellor’s Campus Diversity Action Committee (CCDAC) – Katrina Paul or Ginny Tschanz.
- E. TAB Committee Report – Gary Newman, for more details about the TAB committee access URL: <http://www.alaska.edu/uaf/tab/index.xml> .
- F. Provost Budget and Planning Committee - Gary Newman.
- G. Statewide Healthcare Committee – Kayt Sunwood or Barbara Oleson, attached to email.

#### **10. 10:00-10:10 PASS THE GAVEL**

- A. Kayt Sunwood’s closing remarks to the Council.
- B. Gavel PASS: From current Council President Kayt Sunwood to current President-Elect Juella Sparks
- C. Juella Sparks, President, presidential address to the Council.

#### **11. 10:10-10:30**

- A. Staff Council group photo.

#### **12. 10:30 ADJOURN**

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**UAF Staff Council #189 Attachment #1**  
**UAF Staff Council #189 – Thursday, 22 May 2008**

### **BYLAWS of the UNIVERSITY OF ALASKA FAIRBANKS STAFF COUNCIL**

**Sect. 2 (ARTICLE IV. - Membership)**

**D. ELECTIONS**

**3. Elections for President-Elect shall be conducted as follows:**

- a. Notice of election to fill the office of President-Elect shall be announced in the regular meeting in March for the election to be held in May.
- b. Suggestions for possible candidates shall be presented to the Elections, Membership and Rules Committee in order to prepare a slate of serious candidates for presentation to the Staff Council.
- c. Call for nominations will take place during the May meeting where the slate of candidates will be presented and any further nominations from the floor will be accepted.
- d. Voting shall be limited to representatives and designated alternates by using ballots on site and using voice vote or E-MAIL for the outlying areas.
- e. Three non-candidate representatives shall count the ballots.

**UAF Staff Council #189 Attachment #2**  
**UAF Staff Council #189 – Thursday, 22 May 2008**

PROPOSED RESOLUTION:  
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BE IT RESOLVED, that the UAF Staff Council ratifies the election of the President-Elect on the basis of the following ballot.

**BALLOT PRESIDENT-ELECT UAF STAFF COUNCIL**

Please vote for ONE individual to serve as the President-elect of the UAF Staff Council July 2008-June 2009 and then move into the Staff Council President position July 2009-June 2010.

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**Write-in candidate**

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**UAF Staff Council #189 Attachment #3**  
**UAF Staff Council #189 – Thursday, 22 May 2008**

**PROPOSED ADMINISTRATIVE COMMITTEE SUMMER 2008 MEETING MOTION:**

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The UAF Staff Council moves to authorize the Administrative Committee to act on behalf of the Council on all matters within its purview, which may arise until the Council resumes deliberations in the Fall of 2008. Representatives and Alternates will be kept informed of Administrative Committee meetings via email and will be encouraged to attend and participate in these meetings. The Administrative Committee reserves the right to convene emergency meetings of the entire UAF Staff Council during this period for action on issues it considers are more appropriately resolved by the entire body.

EFFECTIVE: Immediately upon Staff Council approval.

RATIONALE: The business of shared governance at UAF is not limited to an academic calendar, but rather is a year-round activity. The need to represent staff and be responsive to requests for staff input are as important during the summer months as they are during the academic year. In addition, a majority of the UAF Staff Council committees plan to conduct business from June to September 2008 and thus there is a need to support those activities and relay information to UAF staff at large.

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**UAF Staff Council #189 Attachment #4**  
**UAF Staff Council #189 – Thursday, 22 May 2008**

**PROPOSED ADMINISTRATIVE COMMITTEE MOTION TO CANCEL STAFF COUNCIL MEETING 190:**

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The UAF Staff Council Administrative committee moves to delete Staff Council meeting #190, scheduled Wednesday, 4 June 2008.

EFFECTIVE: Immediately upon Staff Council approval.

RATIONALE: There is no new business and unfinished business that requires the Council to meet during June 2008. If business arises that requires Council action during June, the Administrative committee intends to convene a meeting to handle any business and issues on behalf of the UAF Staff Council that may require action. Representatives and Alternates will be kept informed via email of Administrative Committee meetings and will be encouraged to attend and participate in these meetings.

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**UAF Staff Council #189 Attachment #5**  
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**CONSTITUTION UAF STAFF COUNCIL**

**ARTICLE VII. Meetings**

Sect. 1 There shall be a minimum of six regular meetings during each calendar year. Other meetings may be called by the President or President's designee or by petition of twenty percent of the membership of the UAF Staff Council.

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### **LINKS of INTEREST:**

Staff Council Blog URL: <http://staffcouncil4uaf.blogspot.com>  
 Staff Council Library blogspot: <http://staffcouncillibrary.blogspot.com/>  
 University Relation's Events Calendar: <http://www.uaf.edu/events/>  
 University Relations Newsroom: <http://www.uaf.edu/news/news.html>  
 SkillSoft Program: access the HR e-learning webpage SkillPort Flash tour at:  
 <<http://www.skillsoft.com/demo/skillport-intro.html> and available courses by logging into  
<http://www.alaska.edu/hr/training/e-learning/skillsoft.xml> or through the MyUA Portal  
 Chancellor's Staff and Supervisory Recognition Award links:  
[http://www.uaf.edu/uafgov/sc\\_recognition.html](http://www.uaf.edu/uafgov/sc_recognition.html)  
 Staff Make Students Count: <http://gov.alaska.edu/Staff/studentscount/>  
 UAF Governance Web site: [www.uaf.edu/uafgov/staffcouncil.html](http://www.uaf.edu/uafgov/staffcouncil.html) .  
 UAF 2017 Vision Task Force Final Report: [http://www.uaf.edu/vision2017/final\\_report/index.html](http://www.uaf.edu/vision2017/final_report/index.html)  
<http://www.uaf.edu/uafhr/Longevity/>  
 UA Statewide Web site: <http://www.alaska.edu/>  
 Holiday Schedules 2007-2010: <http://www.alaska.edu/HR/benefits/holidays.xml>  
 UAF Information Line: <http://www.uaf.edu/news/announce/20080206045729.html>

For More information contact the UAF Staff Council Governance Office  
[www.uaf.edu/uafgov/staffcouncil.html](http://www.uaf.edu/uafgov/staffcouncil.html), 474-7056 Room 312 Signers Hall, P.O. Box 977500.