

4/22/2009

MINUTES
UAF STAFF COUNCIL #196
Friday, 20 March 2009
8:45-11:00 a.m.
Wood Center Carol Brown Ballroom

Staff Council Audio-Conference Information: 1-800-893-8850 Participant PIN: 8244236
Chair PIN: 8244640 (only the chair or meeting convener uses this number).

The next UAF Staff Council meeting is scheduled Wednesday, 22 April 2009.

PRESENT

Suzie Baird
Holly Royce
Bryan Uher
Barbara Paskvan
Jill Dewey-Davidson
Kathy Petersen
Maria Russell
Jennifer Miller
Sharon Corbett
Travis Brinzow
Gary Newman
Nici Murawsky
Mary Sue Dates
Ashley Munro
Heather Leavengood
Donna Resnick
Kayt Sunwood
Pips Veazy
Brad Havel
Jenny Day
Marianne Freelong
Deb Hao
Chris Van Dyck
Leah Glasscock Sanders

ABSENT

Jennifer Stutesman
Brandon Meston
Veronica Plumb, Family Friendly Task Force

EXCUSED ABSENCE

Liz Recchia
Carol Shafford

OFFICERS PRESENT

Juella Sparks
Martin Klein
Marsha Sousa

GUEST

Brian Rogers, Interim Chancellor
Kris Racina, HR Director
Sean McGee, Police Chief
Naomi Horne, Officer for UAF Development
Ken Fisher, UA Regent

1. CALL TO ORDER AND ROLL CALL

A. Adopt Staff Council Agenda #196, Friday, 20 March 2009

Adopted as amended.

B. Approve Staff Council Minutes #193, Wednesday, 12 November 2008, #195, Friday, 20 February 2009

Approved as amended.

2. OFFICER REPORTS

A. Juella Sparks, President, Staff Council

Mike Humphrey will be attending the next Staff Council meeting. He will be discussing premium increases and open enrollment. The premium increase amount is unknown at this time. Juella noted that the benefit wellness costs have significantly increased. The Staff Compensation Task force draft document is heading to the final stage for approval. This draft document is the final recommendation for step increase alternatives.

B. Martin Klein, President-Elect, Staff Council

Martin reiterated highlights from his trip to Juneau, and emphasized concerns with multiple appropriations. The Business Council meeting March 3 went well. They are working on an FY11 budget and are also considering a shopping cart feature with the university credit cards. Juella and Martin met with Kris Racina the new HR director to talk about Staff Council issues and the staff handbook. The staff handbook is evolving into a staff directory. Kris has agreed to have HR students help get the project into place. Martin also touched on the supervisory evaluations and merit based pay increases. There was some concern from Council members that merit based compensation evaluations may not be completed by supervisors when budgets are looking meager. Martin asked Juella to stay on the Staff Compensation Task force to monitor the compensation needs of the staff. There is an upcoming Chancellors Cabinet meeting. Martin is using this meeting to get buy in for Staff Appreciation Day. There is also an external review of UAF next week with Dr. McTaggart. Juella noted if there are any comments or questions for administration please let Martin and Juella know. Juella mentioned while in Juneau she saw that UAA had a Faculty and Staff Political Action Association. UAF could establish the same association to lobby on behalf of the staff and faculty to the legislature. There would be membership dues and Juella feels that there should be a centralized approach for lobbying. Juella asked the Council who would be interested in this. One third of Council said they would be interested in supporting a Staff and Faculty Political Action Association. Martin mentioned he sat on a hearing in Juneau for a bill that is bringing back the defined role of benefits in the retirement system. Please talk to Martin if you have questions about it.

3. GOVERNANCE REPORTS

A. Marsha Sousa, President, Faculty Senate

Marsha mentioned that Faculty Senate is in the middle of elections. It turned into a more complex task than they thought and a senate reapportion will be looked at for next year. They will be working under old bylaws for just this election. This should be finalized in the next week or so. The Faculty Core Revitalization Committee has a survey out and is hosting a conference on liberal education. Marsha noted that liberal education means general education. A great meeting with the bookstore representatives from Follette was held. Faculty Senate is looking forward to the solutions for late enrollment students, shipping etc. The Curriculum Affairs Committee and the Curriculum Review Committee are evaluating more than 100 curriculum changes. For recently approved programs a Ph.D. in Indigenous Studies was passed. A graduate certification in Construction Management is sitting in Curriculum Review. The source of funding is a concern. The next Faculty Senate meeting is in two weeks.

B. Brandon Meston, President, ASUAF

No report available at this time.

4. GUESTS

A. Brian Rogers, Interim Chancellor

Chancellor Rogers just came back from Washington DC, Juneau and Anchorage. The new Regent Ken Fisher was introduced to the Council. Regent Fisher's goal is to meet with faculty, students and staff to get an understanding of the system and employee needs. The university system is maturing and Regent Fisher wants to know how to address these campuses needs. Chancellor Rogers mentioned the Juneau portion of the trip was problematic. The Senate Finance Subcommittee came out with their draft budget request. There were plus's and minuses for UAF, minus's for UA. Cooperative Extension and the Alaska Center for Energy and Power increments are still in the draft senate budget. The down side is the health program funding is not in the senate budget. Chancellor Rogers thinks that it's a strategy, and that the funding will be integrated later. The bigger problem is in the pay raise package put forward, it was split between general funds 40% and non general funds 60%. The percentage requested of the pay raise funds the draft senate split 50/50. This means pay increases do not look good. The legislature strongly suggested not giving executive pay raises this year. The capital budget is still pretty meager. There are some options to get people on top of the Life Sciences building and actively looking for federal funding to supplement it. Ann Ringstad said there will be a teleconference with the Senate Finance Committee for the operation budget. This is to be held at the downtown Legislative Information Office from 1-2:30 p.m. On the 30th there will be a visit from McTaggart he will be reviewing UAF and taking a look at opportunities to make the university more efficient. The report will be available in June. Staff Appreciation Day is a way to say thanks to everyone and we made it through another year. Chancellor Rogers is looking forward to the event. The supervisory training is still pushed heavily and needs to be finished by the 31st of May. All 18 modules for the supervisory program need to be completed. The Chancellors transition task forces are in the process of making reports. The parking committee was delayed, they are focusing on operating side; Scott McCrea is heading this committee.

B. Kris Racina, HR Director

Kris thanked Staff Council for inviting her. Kris feels that HR is a support function, not a means to an end. Over a period of time HR feels it has become an end and not the means. Kris is looking to streamline the mission and methods of the department while staying federal and state compliant. Kris is pleased with the supervisory training in effect. UAF trainings in general are giving a new focus to staff development. The new focus on skill development for all employees is a great avenue for the university to take. Kris feels there should be an increase focus on supervisor mentoring as well as engaging cross training within HR. Kris believes that HR is a resource for collaboration and mediation. Earlier involvement with supervisors might create better employee supervisor relationships. The HR department is committed to being involved with the Staff “handbook” directory. Kris is delegating the task to student workers to create the site. Non-retention is being evaluated to determine a more efficient method of employee termination. Terminating someone’s employment should be a last option not a first option. The Chancellor and HR are committed to evaluating the intervention process for non-retention. Kris noted that HR resources aren’t being used efficiently; they still have to be evaluated. She will be a speaker at the next Faculty Senate meeting in April, addressing the generalist model.

C. Veronica Plumb, Assistant Professor, Family Friendly Task Force (unconfirmed)

No report available at this time.

D. Sean McGee, Police Chief

Sean McGee introduced himself as the Chief of Police and his history with the University. The non traditional roles that he plays are education and training. Sean and his staff offer trainings in safety and preventative protection. For threats and concerns there are new mechanisms in place such as a university sound system to notify everyone on campus. Changes to these systems to improve efficiency are underway. The building coordinator program is being implemented to streamline concerns with the department buildings. By doing this there will be one contact for each building. Please see the UAF police website at <http://www.uaf.edu/police/> for trainings and information available.

5. PUBLIC COMMENT

A. Naomi Horne, Officer/UAF Development Office: Annual Giving opportunities.

The online contribution form may be accessed at: <http://www.uaf.edu/giving/gift/>. Staff Council has the only endowed scholarship in the state. The current market is making scholarship funding unpredictable. Thirty scholarships have been given out since its establishment in 1991.

ACTION

6. UNFINISHED BUSINESS

Ad Hoc Committees Update

Nichole mentioned there was an email sent out to get Ad Hoc Council members availability. The deadline for Staff Make Student Count is today and the Chancellor and OSC award deadlines are March 31, 2009 at 5 PM.

Staff Compensation Discussion

Juella state that the distributed handout is a draft proposal from Staff Compensation Task Force. This proposal has a merit based compensation system since the step increases were discontinued. Juella is looking for input and approval of this draft but Staff Council does not have voting rights to it. There will be guidelines in place to make sure the evaluations are completed by supervisors. Juella noted that supervisory evaluations are Board of Regents policy, they just aren't enforced. The details are still in the process of being ironed out. The final draft will be given to Janine to get pushed to administration for approval.

Standing Committee List

Nichole stated that there was almost 100% participation for committee members. If you haven't signed up for a committee yet please do so.

7. NEW BUSINESS

Motion to open the Spring 2009 President –Elect Nomination Process

Juella entertained a motion to open the Spring 2009 President-Elect nomination process. Staff Council moved to open the Spring 2009 President-Elect nomination process. Motion passed.

Nomination for the Institutional Accreditation Committee

The nomination for the Institutional Accreditation Committee opened on the floor. Kayt Sunwood offered to volunteer. The Council nominated Kayt Sunwood to sit on this committee.

First reading of Constitution Amendments.

Brad mentioned that historically the EMR committee puts forth a draft of the constitution amendments. The handouts presented are of the changed constitution and present constitution. The sections that have been struck from the constitution will go into the bylaws. There is some ambiguity about who a member is on Staff Council as well as a format change to President and Vice President. The format change is to allow the incoming president to have transition support for the new position. Juella mentioned that the first reading was to highlight the changes and why the changes are to be made. Juella mentioned that UA Fairbanks is the only body that have Pres/Pres Elect format. Faculty Senate has the same format as well. Statewide committees have just regular president and vice president roles. The changes of the constitution would allow continuation of the previous president to assist in

transition of the new president. Brad noted that there is a ramp up time for president and this change would allow a smoother transition for the pres-elect. The process for these changes is first having a first reading in March, a second in April and having the amendments approved by July 1, 2009. By then the first reading of the amended bylaws will be ready for the first reading. A motion was presented by Brad to amend the constitution as presented. Kayt Sunwood seconded it. Gary noted that he had a problem with the pres-elect and president process. Holly Royce was on the fence with the issue, she is a part of the EMR committee and would like to see how the Council feels about the changes of the constitution. Ashley Munro feels hesitant to agree to the changes without terms to the president and president elect. Kayt Sunwood mentioned that this change would be essential for the Staff Council continuity. Council members suggested a president emeritus idea as well. Juella said this is a first reading, not a final approval, the next meeting will be the second reading and changes can be suggested. Maria agreed with Jen Miller with setting up an emeritus position. The Council motions to advance the constitution to the second reading. Kayt Sunwood seconds the motion.

INFORMATION

8. COMMITTEE REPORTS

All committee reports are tabled until next meeting.

- A. Staff Affairs, Mary Sue Dates
- B. Rural Affairs, Liz Recchia
- C. Elections, Membership, and Rules, Brad Havel (Interim Chair)
- D. Advocacy Committee, Maria Russell

9. EXTERNAL COMMITTEE REPORTS

All committee reports are tabled until next meeting.

- A. Master Planning Committee (MPC), Gary Newman
- B. Subcommittee on Parking and Circulation Committee (SCP), Katrina Paul
- C. Chancellor's Diversity Action Committee (CDAC), Juella Sparks
- D. Technology Advisory Board Committee (TAB), Brad Havel
- E. Chancellor's Planning and Budget Committee, Mary Sue Dates
- F. Student Recreation Center Committee (SRCC), Carol Shafford
- G. Bunnell House Advisory Committee/Family Friendly Task Force, Holly Royce
- H. Staff Healthcare Committee, Liz Recchia

10. ROUND TABLE DISCUSSION

Round table discussion is off the record.

11. ADJOURN

PROPOSED DRAFT MOTION

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4/22/2009

The UAF Staff Council moves to open the President-Elect nomination process. The Council will elect a President-Elect to serve from May 31, 2009 through June 1, 2010. The gavel will be passed by the current President to the current President-Elect at Staff Council Meeting #198, Tuesday, 12 May 2009.

EFFECTIVE: Immediately

RATIONALE:

The person elected as President-Elect at the Tuesday, 12 May, UAF Staff Council Meeting #198 will begin serving May 31, 2009 through June 1, 2010 and then move up to the President position and serve May 31, 2010 through June 1, 2011.

For More information contact the UAF Staff Council Governance Office

www.uaf.edu/uafgov/staffcouncil.html

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