

**Minutes**  
**UAF Staff Council Meeting #197**  
**Wednesday, 22 April 2009**  
**8:45-11:00 a.m.**  
**Wood Center Carol Brown Ballroom**

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

The next UAF Staff Council meeting is scheduled to meet: Tuesday, 12 May 2009, 8:45-11:00 a.m., in the Wood Center Carol Brown Ballroom.

**PRESENT**

Suzie Baird  
Holly Royce  
Bryan Uher  
Jill Dewey-Davidson  
Kathy Petersen  
Maria Russell  
Jennifer Miller  
Sharon Corbett  
Travis Brinzow  
Gary Newman  
Mary Sue Dates  
Ashley Munro  
Heather Leavengood  
Donna Resnick  
Kayt Sunwood  
Pips Veazy  
Brad Havel  
Jennifer Elhard  
Marianne Freelong  
Deb Hao  
Chris Van Dyck  
Carol Shafford

**ABSENT**

Brandon Meston  
Julie Carpenter

**EXCUSED ABSENCE**

Barbara Paskvan  
Jenny Day  
Nici Murawsky  
Katrina Paul  
Leah Glasscock-Sanders

**OFFICERS PRESENT**

Juella Sparks  
Martin Klein  
Marsha Sousa

**GUEST**

Bob Shefchick , Executive Officer  
Mike Humphrey, Director of Benefits

1. CALL TO ORDER AND ROLL CALL

A. Adopt Staff Council #197 Agenda, Wednesday, 22 April 2009

Adopted as amended.

B. Approve Staff Council #196 Minutes, Friday, 20 March 2009

Approved as amended.

2. OFFICER REPORTS

A. Juella Sparks, President, Staff Council

Juella noted that the Staff Compensation task force link is on today's agenda the link on the president's report is wrong. The president's report covered mostly committee information sharing. There is a proposal floating within statewide to have a 30 day waiting period for benefits for new employees.

B. Martin Klein, President-Elect, Staff Council

The Chancellor requests the Staff Affairs committees to discuss synchronizing spring break with the school district and other areas. Gary mentioned it has come up before but due to cross enrollment in campuses the school district and university campuses will never be aligned. Walker noted that even semester start and end times are not synchronized.

3. GOVERNANCE REPORTS

A. Marsha Sousa, President, Faculty Senate

Marsha mentioned there was one more Faculty Senate meeting left in May. John Dehn will be the new president and Cathy Cahill is the new president-elect. Amber Thomas received the Outstanding Senator of the Year award she is a member of the Curricular Affairs committee and has done a lot for Faculty Senate this year. A certificate in Ethnobotany has been generated out of Bethel; this will be tailored to rural students. There's a future hope to bring the program forward as associate science degree. A combined Masters and Bachelors degree in engineer was passed can be done in 5 years. This is a great option for the motivated student it allows streamlining for master and bachelors program. The Core Revitalization committee has been going on all year reviewing the existing the current curriculum and comparing other school curriculum. Members of Faculty Senate attended several curriculum development conferences and now have a solid idea of what a core curriculum should look like. The accreditation standards are to be rewritten as well in the upcoming semester. Accreditation changes need to go to the Board for Regents and then the Northwest Association for their approval.

B. Brandon Meston, President, ASUAF

No report is available.

4. GUEST(S)

A Bob Shefchik, Executive Officer

Bob Shefchik introduced himself as the new Executive Officer for UAF. His role is to act in the Chancellors place when he is not available and handling cross Vice Chancellor affairs. His position is a term appointment and if at any time the Chancellors Interim position ends, his position will no longer be required. McTaggart review interviews are starting Thursday afternoon. Staff Council is represented on the McTaggart advisory group. McTaggart's reports should be coming out late June. Bob is excited to see Staff Appreciation Day on May 11, 2009 to see it change from an ice cream social to a development day. The power plant will shut down for a month for cleaning, so energy use is going to go down. If there is any sustainability suggestions please call Bob at extension 7489.

B. Mike Humphrey, Director of Benefits

Open enrollment is underway for healthcare changes from April 15 to May 15. Emails have been distributed as well as a CD with open enrollment information. There are two sets of forms available for staff benefits, one for enrollment and one for life events. Health insurance and employee rates for the last 3 years within the UA system have been conservative. Annually, the UA system goes through the overall cost of the benefits program. The projection for FY 10 was off and was on the high side, this resulted in an over collection and now the numbers are getting closer to right. The only major change to the healthcare plans are the pharmacy costs. Which have gone up since there isn't enough competition in the area to get a better rate. This overall cost increase means healthcare ratios collapsed, so this year they were able to spread the ratio value further out. Some rates did double, and four million of the reserve was used to pad the employee cost. The joint healthcare committee is tasked with taking a look at the changes and creates a softer landing for the next few years. There wasn't any coverage changes, coverage cost just went up. Mike said the future always needs to be anticipated for employees. Many employers have 30 days before their health insurance is instated. Mary Sue voiced her concern about eye care costs. Mike noted that statewide is within its reason for VSP eye care. The money or coverage either comes from Premiera or UAF the rest the employee must cover. Martin asked if there was any health benefit rate comparison available. Mike says there currently isn't anything available online but there can be. Martin mentioned that if four million of over collection was used, how much is left? Mike says that there is nine million left in the reserve. Sharon Corbett noted that hearing aid costs are unrealistic at this time. Mike said the Joint Healthcare Committee can address this. The wellness program costs Mike would like to do a presentation for. The program has evolved a good deal over the last few years. There was a 2-1 return within the program. Employees found that telephone counseling was unnecessary. WIN Alaska has been great to work with. The only way to drop healthcare costs, is the move to generic medications and keeping UA staff health up. The individual health piloting project has made great changes! UA staff member's cholesterol, weight and blood pressure changes were dramatic and wonderful. The target for the program is 1000 people there are over 700 signed up at this time. At this time there is a transition to cost ratios of 93-17 which means the university pays 93 percent of the health benefits and the employee pays 17 percent.

5. PUBLIC COMMENT

No public comment at this time.

ACTION

6. UNFINISHED BUSINESS

A. President-Elect nomination announcement, attachment #1

Juella re-announced Pres Elect nomination period is open until May Staff Council meeting. There is 1 formal nomination so far. Kayt Sunwood encouraged the nomination process, it's a wonderful opportunity to be involved and help govern.

B. Ad Hoc Updates

Nichole noted that nominations are closed. Nomination selection went well and the committees and Chancellor were pleased with their selections.

C. Second reading of amendments to the Constitution

Brad made a motion to postpone the amendments until next meeting.

D. Staff Compensation (this document can be accessed at [http://www.alaska.edu/hr/classification/Task\\_Force\\_Recommendation\\_Draft\\_3.pdf](http://www.alaska.edu/hr/classification/Task_Force_Recommendation_Draft_3.pdf))

Juella noted that the URL is listed above. The Staff Compensation Task Force is finally meeting next week. There are comments coming out on the statewide voice that maps out where merit based increases will go next. Juella is very pleased with the feedback she has received from the council. Carol Shafford voiced some skepticism noted that her supervisor doesn't do evaluations. The intent is that the merit based system is to be an FY 11 recommendation. Holly Royce noted that her department doesn't encourage the supervisory training and that evaluations are only done when a staff member's performance is sliding. Martin mentioned that if the supervisor does not write an evaluation it means your work performance is standard and the increase should still take place. When there is a poor supervisor or a personality conflict the merit based increases can have a concern. This merit evaluation is looking at the big picture issues. Once the task force approves this recommendation it then goes to the UA President and Board of Regents. If the plan is rejected for FY 11, there still is a 4.5% COLA increase. If the merit based increases do not go through the 4.5% increase will still be implemented. The task force committee has members from administration, governance and human resources. Carol made a motion to support Juella's concern with the merit based system and that the merit based process should slow down and be more thoroughly analyzed. Bryan Uher asked if the T3-T4 lower grade scales are suppose to go into place how they were going into place. Juella is not sure about it at this time. Carol Shafford's motion on the merit based increase concerns with the Staff Compensation Task Force has passed.

## 7. NEW BUSINESS

### A. Staff Appreciation Day Update

Maria said 220 people have registered so far, there is additional funding from the Chancellor and Staff Council to pull the program together. Registration closes April 24, 2009 at noon but will stay open until 5 PM. You must have a lunch ticket to get your free lunch. For registration there will be individual packets available for each staff member. An email reminder needs to go out for food emphasis. Maria will talk to Nichole about this after the meeting. The registration can be accessed at [http://www.uaf.edu/uafgov/sc\\_appreciation.html](http://www.uaf.edu/uafgov/sc_appreciation.html).

### B. Call for Volunteers for Staff Appreciation Day

The list was distributed by Juella. Kayt Sunwood suggested members calling in should email Nichole.

### C. Draft Annual Report to Chancellor

Juella opened the floor for suggestions to the draft Annual Report to the Chancellor. One suggestion was made from Mary Sue about more thoroughly explaining the Political Action Committee. This the second Annual Report to the Chancellor.

### D. First reading of amendments to bylaws

The bylaws have been revised. Brad made a motion to commence with the first reading of the Staff Council bylaws. The next EMR is being held May 4, 2009 in the CCR and is open to taking suggestions about the changes. At the May meeting these changes will be permanently made. A motion was passed in favor of the first reading of the bylaws was passed. The changes made to the bylaws were the movement of content from bylaws to constitution to allow greater flexibility for UAF Staff Council to address issues in a timely and dynamic manner.

### E. Discussion of at large membership

Brad is requested input for an at large membership instead of by unit. Please see EMR presentation for specifics it is located on the UAF Staff Council website at <http://www.uaf.edu/uafgov/staff/meetings/fy09meetings/index.html>. Juella asked for a vote for at large membership, a hybrid and no change at all. All those in favor to stay as is voted 13, 2 abstained and 7 are for exploring other options. The Staff Council decided by vote to stay with the current representation process by unit.

### F. Call for an Ad Hoc Communications Committee

Tabled until next meeting.

## INFORMATION

### 8. COMMITTEE REPORTS

Committee reports 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/Staff Appreciation Day Committee, Maria Russell

### 9. EXTERNAL COMMITTEE REPORTS

Committee reports 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. Governance Coordinating Committee (GCC), Juella Sparks
- E. Technology Advisory Board Committee (TAB), Brad Havel
- F. Chancellor's Planning and Budget Committee, Mary Sue Dates
- G. Student Recreation Center Committee (SRCC), Carol Shafford
- H. Bunnell House Advisory Committee/Family Friendly Task Force, Holly Royce
- I. Staff Healthcare Committee, Liz Recchia

### 10. ROUND TABLE DISCUSSION

### 11. ADJOURN

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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, PO Box 977500

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Attachment #1  
Staff Council Meeting #197  
Wednesday, 22 April 2009

Wednesday, 25 March 2009

To: All Non-Collective Bargaining Represented Staff Employed at UAF  
From: Elections, Membership, and Rules Committee (EMR)

Subject: FY2009 Official Announcement from the Election, Membership, and Rules Committee that the UAF Staff Council is accepting nominations for the President-Elect position

The UAF Staff Council's Election, Membership, and Rules Committee is accepting nominations for the **President-Elect officer position**. The President-Elect officer serves a one-year term beginning July 1<sup>st</sup> of the current year to assist the President in advocacy and managing the business of staff governance. After one year, the President-Elect automatically ascends to the Staff Council President position for a subsequent one-year term.

You DO NOT need to be a current member of Staff Council to seek this office, and you may nominate yourself. In order for any nomination to be accepted, the nominee's supervisor must indicate approval and be prepared to release the nominee as needed to fulfill the duties of the officer role.

There is a partial salary support arrangement available to the department of the successful candidate. The successful candidate may charge hours worked on Council business to the UAF Governance account. The specific details will be arranged with and worked out with the UAF Governance Office Manager.

Please submit nominations in writing by 3:00PM on or before Friday, 8 May 2009 to:  
c/o Nichole Kloepfer, UAF Staff Council  
UAF Governance Office (474-7056 / fax: 474-5213 / [fystaff@uaf.edu](mailto:fystaff@uaf.edu))  
Room 312 Signers' Hall Building  
P.O. Box 757500, Fairbanks

Verbal and late arriving written nominations will be accepted on the floor of the Staff Council meeting scheduled at **8:45 -11 a.m., on Tuesday, 12 May 2009, in the Wood Center Carol Brown Ballroom**. In all cases, the EMR committee would like each candidate to prepare a brief statement to communicate your reasons for seeking this office.

At this meeting, nominees will have an opportunity to make a presentation to the Council. This is not mandatory. Service on the UAF Staff Council as an officer or a general member can prove to be an extraordinary opportunity to influence policy, to gain insight into long-term plans, and to develop a broad understanding of the many people, assets, and activities of the University. If you have any questions about the position or its related responsibilities, you may contact the current EMR Chair or the current Staff Council Officers:

Brad Havel, Interim Chair, EMR  
907-450-8710, [havel@arsc.edu](mailto:havel@arsc.edu)

Current UAF Staff Council Officers:  
Juella Sparks, President, UAF Staff Council, 907-474-7115, [fnjs@uaf.edu](mailto:fnjs@uaf.edu)  
Martin Klein, President-Elect, UAF Staff Council, 907-474-1599, [mklein@fs.uaf.edu](mailto:mklein@fs.uaf.edu)

Thank you in advance for your interest in filling this important UAF Staff Council position.

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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.