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**MINUTES**  
UAF STAFF COUNCIL MEETING #204  
Wednesday, 10 February, 2010  
8:00-11:00 a.m.  
Wood Center Carol Brown Ballroom

1. NEW MEMBER ORIENTATION

Orientation is not recorded.

2. CALL TO ORDER AND ROLL CALL

**PRESENT**

Robert Mackey  
Nici Murawsky  
Carol Shafford  
Kathy Petersen  
Heather Leavengood  
Forest Kuiper  
Sharon Corbett  
Katrina Paul  
Kayt Sunwood  
Jodi Baxter  
Jennifer Elhard  
Susie Baird  
Ashley Munro  
Walker Wheeler  
Jennifer Stutesman  
Deb Hao  
Jenny Day  
Travis Brinzow  
Brad Havel  
Gary Newman  
Joey Bays  
Richard Machida  
Britton Anderson  
Sara Battiest  
Sara Spurlin

**PRESENT-Cont**

Ben Tucker  
Amy Bristor  
Dawn Dearing

**EXCUSED ABSENCE**

Pips Veazey  
Dayna Mackey  
Robert Mackey  
Jon Dehn, President, Faculty Senate  
Elizabeth Guthier  
Brian Rogers, UAF Chancellor  
Margo Griffith  
Todd Vorisek, President, ASUAF

**OFFICERS PRESENT**

Maria Russell, President-Elect, Staff Council  
Juella Sparks, Past-President, Staff Council  
Martin Klein, President, Staff Council

A. Adopt Staff Council Agenda #204, Wednesday, 10 February 2010

Agenda adopted as amended.

B. Approve Staff Council Minutes #203, Wednesday, 16 December 2009

Minutes approved as amended.

3. PUBLIC COMMENT

No public comment at this time.

4. OFFICER REPORTS

A. Martin Klein, President, Staff Council

The president's report is available [online](#). Martin would like to highlight that the compensation percentage for FY11 is 3%. This amount is still pending Legislature approval. Martin and Maria are going to Juneau March 15-16 to talk to Legislature about the budget. The Life Sciences building is number one item on the capital budget. Any further staff health care interests can be directed to the [president's report](#). On April 15 estimated FY11 healthcare costs will be available. Juella asked if there was significant changes to the staff health care. Martin noted that there aren't any significant changes to individual plans.

The presidential search is narrowed down to 10 semifinalists. On February 27-28 the board of regents will be interviewing in Fairbanks. Candidates from there will be narrowed down to 3 or 4. On March 1 the following Monday the 3 or 4 finalist will be interviewed by governing bodies, the community and faculty, staff and students. The board of regents will not release the information on the candidates until the evening of February 28. The candidates will be traveling to the other campuses. On March 4 the advisory committee will be meeting with the board of regents to give feedback from meeting with the candidates.

Martin attended a 2 day executive leadership workshop last week and there was an overview of the current McTaggart report. The second day was discussion on the UA budget. Pat Pitney said if the legislature continues to fund as it does the university funding is going to become a huge issue and cuts will happen.

Another issue on Martin's radar is carry forward monies. In the past carry forwards have been substantial, as high as 16 million for the university. The school of thought is that there should be a \$8-10 million healthy carry forward. A carry forward is any unrestricted funds outside of recharges and grant, anything that is left in fund 1 money. Departments are required to project carry forward amounts each fiscal year.

The University carry forward for next year is less than a half million dollars, which is considered way too low. During pre-staff the Chancellor suggested shortened work hours or extended spring breaks. February and April financial manager projections will determine if a significant scare will arise or not. Her personal feeling is that most departments will be conservative with their funds.

Martin wanted to note that there was a budgeting snafu on tuition waivers. It's a reference to scholarship tuition waivers. Traditionally, budgeting booked the net amount of the tuition and the scholarships. Well, the accountants now say that the revenue and expense had to be reported. SO due to neglected expense reporting some over inflation occurred.

Martin mentioned that there is an issue with Faculty Senate they are proposing to change sick leave benefits to fall in line with the Family Medical Leave Act. Under FMLA you cannot take FMLA to take care of a sibling but you can take sick leave to take care of a sibling. Martin noted that the details are unknown at this time.

The Evaluation committee is driven by the Chancellor and the new accreditation process. The Chancellor wants everyone to have evaluations and to comply with the new accreditation process. The committee is still a month or two away from completion.

Martin attended a Human Resources Council meeting and in that meeting there was a discussion about Information technology staff and access to private information. Martin came away with the idea that confidential information is only confidential if it's labeled that on the staff member's computer.

Nici Murawsky asked why the staff are being penalized for following the protocol for carry forward monies. Martin has contended that it can get somewhat confusing because all the funding doesn't come from the state. There is some dispute about who the money goes back to when carry forward is rolled over. Maria noted that because of the large discrepancies in the past with carry forward money there are new carry forward rules. This caused the legislature to question the universities financial capabilities.

B. Maria Russell, President-Elect, Staff Council

Maria stressed that she is the only staff member on the Presidential search committee, so send in your input and questions to her. Each candidate will go through a series of interviews and each MAU will have a short period of the time to ask questions.

A review of the UA gun policy is underway. Currently, you have to be approved to have a gun on campus. The Student Council of Concealed Carriers petitioned the board of regents to change the policy which would allow weapons to be kept in a locked vehicle on campus. President Hamilton made it clear that he is against any weapons on the Residence Life premises but does support the need to change the policy to reflect state law. The policy is changing because it conflicts with Alaska state law. Martin noted that the section that is changing is the law that allows weapons to be in locked cars. The state law allows it while the board of regents policy does not.

5. GOVERNANCE REPORTS

A. Jon Dehn, President, Faculty Senate

No report at this time.

B. Todd Vorisek, President, ASUAF

No report at this time.

6. GUEST(S)

- A. Brian Rogers, UAF Chancellor (*call-in*)

No report at this time.

7. COMMITTEE REPORTS

- A. Staff Affairs, Heather Leavengood

Heather Leavengood noted that Staff Affairs has not met this month. Staff Affairs will be working on a comprehensive compensation tool for staff the next 6 months. The Staff Affairs Committee works primarily with staff benefits, compensation and other staff concerns. There will be frequent meetings this month and a website will be compiled historically of wages and benefits over the last 5 years for the university staff. Most of this information is available through Human Resources and other staff resources. Staff Affairs wants to create a fluid information reserve for staff members to use.

- B. Rural Affairs, Liz Guthier

No report at this time. Martin noted that a chair is still needed for this committee. Suzie Baird volunteered to be the new chair of the Rural Affairs Committee.

- C. Elections, Membership, and Rules, Katrina Paul

The committee report is available [online](#).

- D. Advocacy Committee, Ashley Munro

No report at this time. The next Advocacy meeting is in March. The main purpose of the Advocacy Committee is to advocate to the community and staff.

- E. Ad Hoc Communications Committee, Ashley Munro

The communications committee started this year. There is no formal report at this time.

- F. Staff Appreciation Day Committee, Ashley Munro

Ashley noted that the Longevity portion of Staff Appreciation Day is being finalized. About half of the session time slots are filled. If staff or faculty members are interested in teaching a session they can sign up [here](#). There will be a budget proposal to the Chancellor for extra funding due to room restrictions. Ashley reminded Council that there is a Council meeting a day before Staff Appreciation and we will need extra help if anyone can spare some time

BREAK

8. EXTERNAL COMMITTEE REPORTS

A. Master Planning Committee (MPC), Gary Newman

Please see the attached [report](#). The Master Planning Committee has been active for 15 years. Gary noted that the primary focus has been landscaping, architecture and coming up with a common configuration for each campus. The Master Planning committee goal is provide easier access for students, better parking, and develop a stronger community partnership. The MPC intent is to have a strong recommendation for UAF by the end of May or June. All UA campuses have their own master plans.

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

This committee has not met. This committee has been inactive due to possible merge with a Chancellor's committee.

C. Chancellor's Diversity Action Committee (CDAC), Joey Bays and Ginny Tschanz

Joey noted that the CDAC website is almost ready. An extensive Human Resources discussion went on about employee retention during the mediation training. Exit interviews and other instruments came into play. The Sociology department distributed a survey to look at the types of diversity already engaged on campus for research. The mediation training was training last week. It went very well and Earlina was glad to see that take off.

D. Governance Coordinating Committee (GCC), Martin Klein

This committee has not met this month. This committee allows all three UAF Governance bodies to meet together. The GCC should be meeting in the next month or so to approve any academic calendar changes.

E. Technology Advisory Board (TAB), Brad Havel

The Technology Advisory Board takes the money that comes from student fees and uses them for upgrading technology for students on campus. There is an upcoming meeting with the Chancellor to discuss merging with the Faculty and Staff Technology Committee. Last semester was the TAB committee divided \$146, 000 dollars.

F. Chancellor's Planning and Budget Committee, Chris Van Dyck

This committee has not met. The Chancellor's Planning and Budget Committee discusses the UA budget and advise the Chancellor about long range budget issues and capital construction requests. The committee runs from March to June. Brad Havel volunteered to be alternate.

G. Student Recreation Center Board (SRCB), Carol Shafford

The SRC Board has been meeting have put in \$100,000 in new equipment. There is pressure from the athletics department to raise SRC fees. The board is resistant to raise the fees again. The SRC fee was raised 15% last year.

H. Bunnell House Advisory Committee, Walker Wheeler and Heather Leavengood

This committee has not met.

I. Family Friendly Task Force, Walker Wheeler and Heather Leavengood

Work, Life, Balance has met recently and they are still going through reorganization. Kris Racina is heading up the committee.

J. Staff Health Care Committee, Ashley Munro and Maria Russell

The Staff Health Care Committee met in December for the Fall River report review. Juella noted that the Staff Health Care Committee is just an advisory committee. The Joint Healthcare committee is the decision makers in health care changes. If you would like to know more on the Joint Health Care Committee you can visit [here](#).

K. Intercollegiate Athletic Council, Pips Veazey and Heather Leavengood

Heather noted that Pamm Hubbard asked Staff Council to look at the Athletics department and challenge the way things are running. Athletics is looking for some fresh changes. Heather didn't attend the last meeting.

9. DISCUSSION ITEMS

A. UA Presidential search update

Maria wanted to know what kind of questions that the staff have for the presidential candidates. Juella asked, "What experience each candidate has working with governing bodies?" Robert Mackey asked, "What are the candidates definition of fair treatment for staff and if they have any ideas to repair the disparity communication between administrative and staff bodies?" Ashley Munro asked, "What experience does the candidate have with Alaska?" Jennifer Elhard asked, "What role does the candidate see sustainability having in addressing economic and educational valuably for our university?"

ACTION

10. NEW BUSINESS (*no new business at this time*)

11. ROUND TABLE DISCUSSION

Round table discussion is off the record.

12. ADJOURN