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MINUTES

UAF STAFF COUNCIL MEETING #216

Wednesday, April 20, 2011

8:45-11:00 a.m.

Wood Center Carol Brown Ballroom

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

Members Present:

BRADY, Kerissa
BATTIEST, Sara
BAXTER, Jodi
UHER, Bryan
GONZALEZ, Debbie
HANSEN, Kala
HOFFMAN, Megan (audio)
HOUSTON, Shawn
SIMMONS, Carolyn
NEWMAN, Gary
TUCKER, Ben
DATES, Mary Sue(Mayanna Bean)
WARD, Jennifer
HORNE, Naomi
HICKMAN, Joe
SUNWOOD, Kayt
VEASEY, Pips
HAVEL, Brad (audio)
WEINANT, Robin
WILLIAMSON, Anne
KUIPER, Forrest (John Clendenin, Jr.)
SHAFFORD, Carol
KRICK, Bradley

Members Present (cont'd):

WHEELER, Walker
BRINZOW, Travis
BENDER, Gary
MACHIDA, Richard (Britton Anderson)

Members Absent:

MACKEY III, Robert
LEAVENGOOD, Heather
DEARINGER, Dawn

Non-voting/Administrative

Members Present:

CORBETT, Sharon
KLOEPFER, Nichole (audio)
ELHARD, Jennifer (audio)
WELLS, Heather (audio)
UMPHENOUR, Shelbie
SPURLIN, Sarah (audio)
KEELE, Ryan
WILLIAMS, Catherine
RUSSELL, Maria
GRIFFITH, Margo
KLEIN, Martin

QUORUM PRESENT

- A. Adopt Staff Council Agenda #216, Wednesday, April 20, 2011
- B. Approve Staff Council Minutes #215, Wednesday, March 23, 2011

2. 8:50-8:55 PUBLIC COMMENT

No public comment at the time.

3. 8:55-9:20 OFFICER REPORTS

A. Maria Russell, President, Staff Council

Staff Alliance passed two motions that are relevant to discussions at Staff Affairs:

- 1) The University must begin the process of considering plan changes at the beginning of the fiscal year preceding the year the changes are to be implanted for all health care changes.
- 2) The University will hold open forums in early November for proposed changes; and open forums in the spring should cover any changes that have been implemented for the upcoming year.

This past year created concern among all MAU's regarding the lack of communications.

Tuition rates for academic year 2014 will not be set until fall of 2012. President Gamble stated in a letter that the Board of Regents decided because of economic concerns and the legislature's new matrix to push it back one year.

There is a review of the tuition waiver that is afforded to faculty and staff in place and one thing in the collective bargaining agreement was a six month waiting period, and second if you failed a class you would have to pay those funds back. At the Alliance meeting these ideas were presented as if they were already decided upon without governance review. It has been rescinded and I am forwarding this to Staff Affairs, we have a short window of time to review staff and faculty proposed benefits changes but they need to be reviewed before they are implemented. We need a Motion ready for the May meeting. A report of the national average for tuition waivers was used for justification. Staff Alliance stood firm that we don't want to be punitive; you can fail for many reasons.

The Senior Administrative Leadership Team (SALT) group is going forward in August with the non exempt webtime timesheet entry trial run. The decision of who will be allowed to approve the timesheet has not been made yet.

Travel regulation changes will be made on May 20th. We have a very small window of time to make our recommendations. Instead of figuring quarters, we will model the Federal Government standards of paying three quarters of a day for travel each way. They are going to change the per diem rate to \$52.00 dollars a day which is still less than the \$61.00 a day which is allotted by the state. They are considering per diem only for overnight travel.

The Tuition Taskforce is working on tuition rates for 2013. They are considering a consolidated tuition rate. The cost for 12 credits (or more) would be the same as 18 credits. The advantage being that we get students to graduation quicker; the opposing view is increasing costs for part time students.

Due to construction, Yukon Drive will be closed to westbound traffic and the shuttle buses will be rerouted beginning April 25th. This will be a two to three weeks closure.

B. Margo Griffith, Vice-President, Staff Council

The University renewed the Skillsoft contract for three years. Hopefully we will have a presentation on Staff Appreciation Day showing the new upgrades.

An update on the Consova dependent audit; as of April 7th the university has had a 95% response rate. We have 2,481 employees with complete status, about 160 with an incomplete status and about 50 employees who are in process. 147 have not responded and 29 were self declared with ineligible dependents. We should have another update on the audit response rates in June.

Chancellor Rogers has sent out a thank you to faculty and staff of UAF that have given over \$215,000.00 over the past ten months through the Employee Giving Program. Employees are encouraged to give at any time throughout the year. Please visit www.uaf.edu/giving/ways/annual/employee/ for more information.

To be in compliance with the Federal Employee Labor Laws, an “Out of State Workers Form” must be filled out by UAF faculty and staff who work out of the state for more than 30 consecutive days. For more information, please contact UAF HR at 474-7700.

The Office of Equal Opportunity (OEO) just concluded a three day advanced training on conflict resolution. The mediation trainings teach you many skills to include; being better listeners, communicators and facilitators. Earlina Bowden with UAF’s Office of Equal Opportunity is working hard, with a group of trained mediators, to get this program moving and strong within not only UAF, but to hopefully become a resource for the whole UA system. Earlina will also be presenting “Bullying in the Workplace” awareness trainings. If you are interested in learning about the mediation program or the Workplace Bullying training, please contact Earlina Bowden at x7599 or eebowden@alaska.edu.

4. 9:20-9:30 GOVERNANCE REPORTS

A. Jon Dehn, President, Faculty Senate

Jon Dehn is not present today; there is not a faculty senate report.

B. Nicole Carvajal, President, ASUAF

Nicole Carvahal is not present today; there is not a ASUAF report.

5. 9:30-9:45 GUEST(S)

A. Brian Rogers, UAF Chancellor

The legislature will now fund 50% of the university pay increases effective July 1. Very little money has been allocated for new programs. The summer bridging programs have

been funded with one-time monies. We will receive 37 million in deferred maintenance money as proposed by the governor.

One other thing that will have a positive impact on us is the discussion of student financial aid; the Governor with merit based and the Senate with needs based, I feel we will get a little of both, with hope of a significant amount for needs based student financial aid.

Our biggest concern for the FY12 budget is the UAF heating plant; we briefed the Board Of Regents at their meeting earlier this month. Last year we spent 3.6 million dollars on coal, 3 million dollars on oil, and 200 thousand dollars on natural gas, for a total of 6.8 million dollars. That's what it cost for heat and to provide most of the electricity for the Fairbanks campus. This year it will cost 4 million for coal, 3.4 million for oil and 400 thousand for natural gas, for a total of 7.8 million dollars. So the question was; if all you could burn was diesel, what would that cost? The answer was 35 million dollars, an increase to our campus of 27 million dollars, equivalent to 350 people earning 50 thousand dollars a year. If we charged our students for it, we would increase our tuition by 260 dollars per credit hour, to give you a sense of the scale of the issue. That is why the coal bio-waste plant continues to be our top priority. Natural gas would be anywhere from one third to one half as much, depending on whether it was trucked or piped to Fairbanks. That is our biggest challenge to the university. Our costs are among the highest in the United States and rural campuses have to use diesel.

There has been a proposal to move commencement from a Sunday to a Saturday. We would like to hear your concerns about it before we make our decision.

Two resolutions I want to talk about. 1) I have disapproved the Administrative Leave for last November. It is a cost issue and it would have ripple effects; unfairness to the employees who did work or use the alternatives that were provided. We are working on adopting a policy that we will circulate for public comment before making a decision. 2) The smoker surcharge; I am forwarding it to the president with a recommendation that he disapprove that resolution. It is too early to make FY13 decisions without considering all the costs and alternatives. We need to consider the smoker surcharge in the context of all the alternatives we are looking at for FY13. Outside of the heating and power plant, health care is our biggest accelerating cost on campus. My preference is that we continue to look for ways to promote wellness activities.

Questions: The students are interested in solar panels on the SRC to provide heating and cooling, what are your thoughts. Chancellor Rogers: Renewable energy in the interior, solar, wind or hydro are much more focused on production of electricity rather than heat and there are inefficiencies in doing that. The new generation nuclear battery: a study just done by the Center for Energy and Power here at UAF is competitive with diesel when diesel reaches \$3.80 a gallon in Fairbanks. We are looking at buying into the Golden Valley renewable energy [Eva Creek Wind Farm](#).

Jennifer in Seward: What stance has the university taken on the public objection of burning coal? In Seward we have a coal transfer station that takes the coal from Healy and transfers it out of the country. With coal being solely what we use; pro-coal or are you taking steps to get away from it? Chancellor Rogers: The steps to get away from it;

the only alternative we have today is diesel, an added cost of 27 million dollars a year to our budget. As of today that is not an acceptable alternative. We do not have an acceptable alternative. The plant we have designed is a coal waste and biomass, which can burn up to about 30% solid waste from the campus and significant amounts of biomass but absent coal the most likely alternative is freezing in the dark.

Walker Wheeler: Has there ever been a consideration of a further reduced cost for staff at the SRC as part of a wellness benefit? Chancellor Rogers: The SRC was financed with student dollars; essentially we consider it their building. An article in the New York Times about people who sit at a desk all day need more than just exercise. I would like to see a university subsidy for people who have and use athletic club memberships. It would be a significant benefit and would affect our health care costs.

Naomi Horne: We are presenting a motion regarding spousal surcharge. We want to tackle issues before they become policies. We pushed that forward early, as a stance. What does it mean for the future; shouldn't we try to reward positive behavior instead of tackling the charges as they come out?

Chancellor Rogers: Carrots work better than sticks. A lot of health care issues are a result of behavior. We must look at behaviors unless you want to just let health care costs keep going, we must find ways to incent better behaviors and des-incent poor behaviors.

Naomi Horne: It seems like things are being implemented without employee input. Are you in support of a taskforce that will address health care issues?

Chancellor Rogers: Certainly I think engaging more people is a good idea. More people understanding what the costs and choices are would be a plus. Do some on line surveys and get more people involved. What would people prefer; smoke-free campus or smoking surcharge would be a good place to start.

Megan Hoffman:

We the UAF Staff Council move to have the spousal health care surcharge removed from the FY13 health care plan. This action is effective April 20, 2011.

Rationale: The staff already pays more to have their spouses on the health care plan, and that having a surcharge for spouses that have alternative options for health care is unfair and discriminatory.

Changes were suggested and made: There was no discussion. Megan will make changes to the resolution before forwarding to Maria for signature.

Passed Unanimously

B. John Hebard, Procurement and Contract Services Officer

John gave a very informative presentation on the [UAF Procurement](#) process citing how the process works and the annual amount of money that is spent on behalf of UAF. Procurement and Contract Services process over 7000 purchase orders each year, about 200 formal contracts from about 10 thousand dollars to 134 million. Their goal is to procure quality goods and services at a reasonable price in a timely manner. Seventy percent of procurement purchases is services. The purchase of an item costing more than

5000 dollars per unit and must be tagged and tracked in property. Blanket purchase orders are becoming a thing of the past. The Procurement and Contracts Department are currently doing process mapping to find inefficiencies and hopefully shave time off the process.

6. 9:45-9:55 COMMITTEE REPORTS

A. Staff Affairs, Megan Hoffman & Naomi Horne

The Staff Affairs Committee is working on Employee Tuition Waiver and workplace bullying and workplace violence. There will be a training coming up soon with Earlina Bowden. This will also be available to the rural sites through elive. We are discussing medical tourism as a cost savings to our health care coverage and the tier expansion for more dependants on the health care plan whether the expansion should be more narrow fields.

B. Rural Affairs, Brad Krick

We received 6 nominations for the Peggy Wood Award. This is the most nominations every received for this award. The deadline was April 25th. It was discussed that maybe the Rural Affairs Committee as an external group should select recipient of the award.

C. Elections, Membership, and Rules, Walker Wheeler

Walker Wheeler read motion [2011/216/1](#) for Election for the President and Vice President. We have drafted a motion and will read it.

The question is called and the motion passes unanimously.

We had three topics discussed at this meeting.

1)Parliamentary Proceedings

2) We talked about how to engage people. One of the communications asked reps to introduce themselves to their units. In the Admin meeting we discussed having a workshop on the useful tools at our disposal. Highlighting some of the other features or tools we can use. Pips would love to have a workshop. Hopefully Staff Council can have a workshop on Staff Appreciation Day, half teaching and half hands on. John: People are not getting communications from Staff Council.

A fact sheet of representative responsibilities on our website would be very helpful. Some Staff Council Representatives felt they were not fully informed of their responsibility to get the information out to each unit. For next year we will consider a separate orientation for new members and talk about the tools for communication. It is hard for Reps to encapsulate two hours of information into a document to send out to their units. Shawn Houston has created a webpage and when an issue is of high

importance he sends out an email reminder to go to the webpage. And Jodi is doing a great job with Facebook getting information out.

3)The voting rule and abstention explained: Abstentions are not counted. Quote from Roberts Rules of Order (RRO) "A majority vote, That is a majority of votes cast, ignoring blanks, (abstentions are no disagreement to it passing) is sufficient for the adoption of any motion that is in order, since votes in the affirmative are cast first, those who don't support the motion have the opportunity to strike it down. There is a better way to handle abstentions: If you feel you don't have enough information on a topic that you are voting on, and you think that is true for everyone else, then move to postpone to a certain day; that can be the next Staff Council Meeting or a special meeting can be called to discuss a certain topic to be voted on. The effect of postponing it to another time; everyone should be informed by that time, so it would have to pass with a two-thirds majority of the votes cast at that point and time.

D. Advocacy Committee, Jodi Baxter

The Advocacy Committee has not met, but the Advocacy Committee has held two open forums this month with Mike Humphrey on the changes to our Health Care.

The Healthcare Forum powerpoints by Mike with voice overview are available on the UA Benefits website along with more enrollment information http://www.alaska.edu/benefits/open_enrollment/. These open forums were recorded and can be found on the Staff Council website. We will have a Staff Tour at IARC tomorrow and Facilities Services tour next month. Our next Brown Bag lunch will be April 26th and we will be working on Staff Appreciation Day

7. 10:05-10:10 *ad hoc COMMITTEE REPORTS*

A. Staff Appreciation Day Committee & Longevity Awards,
Ashley Munro & Amy Bristor

We will have a Staff Appreciation Day Committee meeting this Friday, April 22nd. Registration for the sessions will be open soon.

B. Staff Make Students Count Committee, Carol Shafford

Our committee met and one nomination has gone forward to Pat Ivey at Statewide.

C. Staff Council Recognition Award Committee

Nominations are currently open for the Outstanding Staff Council Award. This award is for people who have served this academic and fiscal year. The committee will meet later this month and select a chair and go forward with the selection. If you know someone who has gone beyond the call of duty as a Staff Council Member please nominate them for this award.

8. 10:10-10:15 UAF EXTERNAL COMMITTEE REPORTS

A. Master Planning Committee (MPC), Gary Newman

All of our meeting notes are on line and in the interest of time I will refer people over to that. It contains a lot of construction related information.

B. Subcommittee on Parking and Circulation Committee (SCP), Martin Klein

A new committee has been formed and is going forward. Shawn Houston has been appointed and his name has been sent to Scott McCrae who is the chair for the committee. The Parking Advisory Committee is the name of the new committee.

C. Chancellor's Diversity Action Committee (CDAC), Juella Sparks

Juella is not present today. Margo Griffith presented an update on Campus Climate Survey and thanked everyone who responded. Some very interesting information is coming from the responses and we will give another update next month.

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

Effective July 1, the SRC Board will be moved to one of the student services. This will be a good move and we are excited about it. Much of their funding helped with sports travel. Walker Wheeler asked if Carol wanted the Board to continue to meet and Carol said it would be nice to know what is going on at the SRC, many staff members use the facility and we help support it.

E. Chancellor's Planning and Budget Committee, Juella Sparks

We will hold our first Meeting next month.

F. Chancellor's Advisory Committee for the Naming of Campus Facilities, Maria Russell

The Chancellor's Advisory Committee for the Naming of Campus Facilities meets this afternoon.

G. Accreditation Steering Committee, Kayt Sunwood

Thank you for all your help with data gathering. Please check out the accreditation website

H. Meritorious Award Committee, Maria Russell

Meritorious Award Committee has not met yet.

I. Technology Advisory Board Committee (TAB), Brad Havel

The committee has met and reviewed proposals and has sent forth recommendations to Chancellor Rogers. Chancellor Rogers has approved and notifications should have gone out earlier this week.

- J. Bunnell House Advisory Committee, Walker Wheeler and Heather Leavengood

The committee has not met this month.

- K. Work, Life, Balance Committee, Walker Wheeler and Heather Leavengood

The committee has not met this month either.

- L. Intercollegiate Athletic Council, Pips Veazey and Heather Leavengood

The committee met and chose male and female scholar athletes of the year. And as Carol mentioned the SRC Board will be changing from Intercollegiate Athletics to Student Services.

- M. Review of Infrastructure, Sustainability and Energy Board, (RISE Board),

Mayanna Bean has been appointed to sit on the RISE board, Maria would also like for an alternate to sit on this board. This committee meets once a week and it will be an intense obligation, anyone who would like to serve on this board please talk to Maria.

- N. Governance Coordinating Committee (GCC), Maria Russell

9. 10:15-10:20 STATEWIDE EXTERNAL COMMITTEE REPORTS

- A. Staff Healthcare Committee, Carol Shafford & Richard Machida

We have another meeting coming up soon and we are pushing to discuss health care changes earlier.

Brad Krick asked about the Alere program. A couple of people have had calls from Alere and they want to know how Alere got their personal information. It is the Alere Care Disease Management Program and it is for people with chronic health conditions. Alere helps with your drug costs and you will receive counseling with nurses. If you participate in this program your generic medications are free, but if the drugs you need for your chronic illness does not come in generic form you will still have to pay. Caremark filters drug information and forwards it to Alere.

One complaint several have had has been the marketing the University has used for Health Care changes. It is considered excessive and extravagant. It has been requested we find out how much money has been spent on marketing the changes to the health care. It is felt that the resources could be used in a better way, at a time when we are all asked to tighten our belt.

- B. Performance Evaluations Working Group Committee, Mary Sue Dates & Maria Russell

The Performance Evaluations Working Group Committee has completed its current assignment. We are waiting to see the final draft. The committee may start up again next fall, but it is defunct right now.

C. Staff Compensation Working Group, Maria Russell

We will be meeting this Friday and making our recommendations and we are supporting the cash in leave initiative.

10. 10:20-10:40 DISCUSSION ITEMS

A. Discuss election of officers.

This motion was passed earlier this morning. Is there anyone who would like to put forth a nomination? On behalf of EMR, go and advocate. Maria will take the time to talk to you about the duties and time the job will take.

B. Discuss Motion for a Healthcare Taskforce as presented by Juella Sparks.

Maria reads the motion and opens floor for discussion. There are recommendations to change wording in this motion and after some discussion it was decided the wording in the motion did not clearly represent the desired goals the staff council would like to have in place, so a motion to postpone the discussion and have the Healthcare Taskforce Motion modified for our next Staff Council meeting.

ACTION

11. 10:40-10:50 NEW BUSINESS

- : Walker Wheeler: Apparently people have been unhappy with the departmental accounts, and no progression over to full email accounts in google apps for higher education. There have been several people who have expressed their frustrations with the attempt to have them move to groups. It isn't fully supporting their business need as it currently is. And there were several of us who got together and queried others and found out what problems they were incurring. We have a motion to formally ask, up the chain through the Chancellor. It requests full departmental email accounts, which it doesn't seem like that is something we have to do. But there has been no response given from OIT which would support that they would do that. And in fact, the big problem that I see is that we are starting to splinter our service again, that is to say, people are going out to hotmail, they will go out and get their own google account, and this is not a new problem. This was brought up when people first had the opportunity to switch over. There were people who came to me and said hey, can I get one of these for my departmental one now. Can I move over, can I get off squirrel mail?

The motion was read: See Attachment (#2011/216/1)

There was much discussion on this topic. Signature lines for the Chancellor and the President were added because we want to effect system wide change which would be UA Statewide and UAF. The distribution list would be the Chancellor, the President, Steve and Karl and Pat Ivey, the Chief Information Technology Officer (CITO).

The question was called and the motion was passed unanimously with one abstention.

12. 10:50-11:00 ROUND TABLE DISCUSSION

Off record

13. 11:00 ADJOURN