

**MINUTES**  
**UAF STAFF COUNCIL #227**  
**Wednesday, April 18, 2012**  
**8:45-11:00AM**  
**Wood Center-Carol Brown Ballroom**

**Audio Conference information:** 1-800-893-8850, Participant PIN: 8244236

**1. CALL TO ORDER AND ROLL CALL**

- The meeting was called to order by president Pips Veazey at 8:46 AM

**A. Roll Call**

**Present**

Pips Veazey  
Juella Sparks  
Maria Russell  
Evelyn Pensgard  
Robert Mackey  
Deb Jeppsen  
MaryAlice Short  
Debbie Gonzalez  
Kala Hansen  
Nichole Kloepper  
Debbie Coxon  
Gary Newman  
Jennifer Elhard  
Mary Sue Dates  
Robin Weinant  
Jed Lowell  
John Clendenin  
Jennifer Youngberg  
Walker Wheeler  
Brad Krick  
Cat Williams (Alt)  
Jeannette Altman  
Richard Machida  
Gary Bender

**Excused**

Carolyn Simmons  
Claudia Koch  
Sara Battiest

**Absent**

Jennifer Ward  
Kim Eames  
Heather Leavengood  
Travis Brinzow  
Britton Anderson

**Guests:**

Chancellor Brian Rogers  
Ross Imbler, Annual Giving Coordinator  
Susan Sugai, Associate Director, Center for Global  
Change & Arctic System Research  
Frances Isgrigg, Director of Environmental Health,  
Safety, and Risk Management

- Quorum was met

**B. Approval of Agenda for Staff Council Meeting #227**

- The agenda was amended to permit flexibility in allowing guests to speak as they are available.
- The agenda was approved as amended.

**2. STATUS OF PENDING ACTIONS (No pending actions)**

**3. PUBLIC COMMENT**

- Frances Isgrigg, Director of Environmental Health, Safety and Risk Management, was introduced to Staff Council. She was in attendance in order to learn out more about Staff Council.  
*Chancellor's Ad Hoc Safety Committee*
  - Chancellor Rogers recently established an ad hoc safety committee that will provide suggestions of ways to improve campus safety and will assist in the development of a safety minded campus culture.  
*Employee Safety Training*

- Frances thanked those who have completed their safety training. Campus wide, approximately 46% of the safety training required by OSHA has been completed. Some departments are at a 90-100%, but there is room for improvement in other departments.
- They are working on a format that would allow people to acquire all of the required safety training sessions in one place. If you have not finished your safety training, you can attend the safety session during new employee orientation. Please contact John Clendenin prior to the session to verify that space is available. Safety training is also being taught in-person at CTC or it can be provided on site.

#### *Campus Related Issues*

- Right now is our biggest storm water time frame, with runoff from melting snow. Frances' staff will be on campus assessing drainage and taking samples. They will also be increasing their presence on campus by conducting safety audits. Frances concluded her remarks by stating that her department is available to assist staff with questions or problems related to environmental health and safety. Please call or visit their website if you have any questions: [www.uaf.edu/safety/](http://www.uaf.edu/safety/)

## **4. 9:00-9:15 OFFICER REPORTS**

### **A. Pips Veazey, President**

- Lately, we have seen a lot of energy from staff concerning the important issues under discussion. We have recently begun using Google forms in order to get feedback from staff. This has transformed the way that we communicate with our constituents, as it allows us to capture the thoughts of constituents very quickly. For examples, President Gamble wanted feedback very quickly on the proposed code of conduct. In the past, this seemed like a daunting prospect, but using online forms, we have received over 600 responses in two weeks. This format allows us to provide President Gamble with staff members' responses quickly and easily. Pips encouraged the use of Google forms in the future when appropriate.
- Both President Gamble and Chancellor Rogers challenged us to come up with ways to connect with our constituents. They are both interested in knowing how we are accomplishing this. Following these two surveys, we were able to report to the president and chancellor that we have identified online forms as a successful method for communicating with staff.
- Supporting our success in getting information to constituents and collecting feedback from them is the strong working relationship between Staff Council and Staff Alliance. The lines of communication between the two groups are open and working well.
- The president has an open ear to Staff Alliance because of the work that we are doing, as well as, the relationship that Juella has established at statewide. UAF Staff Council does a wonderful job at leading the pack when it comes to Staff Alliance. Your voices are heard at this level and they are certainly making a difference right now. There is more work to be done, but this is a very positive note.
- Health care continues to be a major issue, and there are seemingly no great solutions in sight. Juella will discuss health care in more detail, later in today's meeting.
- Tobacco issues are still up in the air. HR is not using the tobacco issue in the current hiring process.
- System Governance met this week. During the meeting, they decided to hold a retreat in June to discuss communication. System Governance invited the administration to attend the retreat, partly as an exercise for us to reinforce the importance of effective communication between system governance and the administration. Improved communication could save the university a lot of time and effort and would allow us to solve problems as a community.

### **C. Juella Sparks, Vice President**

- Since our last meeting, governance has been very active. Juella wrote a letter to President Gamble during the first week of April and she received an immediate invitation to meet with him. They met face-to-face for two hours. During this meeting, Juella proposed holding a Systems Governance Summit. This would include the eight officers of the four bodies of statewide groups with the goal of sitting down for two days in June with President Gamble, Donald Smith, and Dan Julius to work on that relationship.
- During Juella's April meeting with President Gamble, Juella once again proposed creating a health care taskforce. A few days after the meeting, President Gamble called Juella to inform her that he supported the creation of such a taskforce and wanted work on the taskforce to begin immediately.
- This afternoon, Juella will meet with Donald Smith to work on the details of the health care taskforce. She stressed to President Gamble that this should be a group that is separate from JHCC, with some minor overlaps. The taskforce is not intended to replace SHCC or JHCC. This would be a one-time taskforce; it would meet very quickly, create and pass on their proposals, and then the taskforce would dissolve. This taskforce has one goal, and one goal only, and that is to think outside the box and produce one if not more

proposals for a new health care plan. The primary role of the task force is not to evaluate our existing plan, but to think outside the box and look at other options. The intent is to have one or two proposals for significant changes to the plan completed by the end of August. This timing is important since the RFPs for the new vendors for the coming year will be going out soon. These contracts will be decided upon by Dec. 1. for the new year. Any changes to the health care plan have to be in place and voted on by December as well to allow time for changes to be worked out in the system. The taskforce will probably involve a very intensive two or three months of collecting information and determining other possibilities. Juella proposed that the Health Care Taskforce consist of equal groupings of faculty, staff, and administration. She will provide Staff Council with more information as it becomes available.

- Additional health care details will be covered later in the meeting.

## 5. REMARKS BY CHANCELLOR ROGERS

- Chancellor Rogers addressed Staff Council immediately following agenda section 7. B. Staff Council Staff Council Representation on Staff Alliance Update from EMR (see below)

## 6. GOVERNANCE REPORTS

**A. Cathy Cahill, President – Faculty Senate (No report)**

**B. Mari Freitag, President – ASUAF (No report)**

## 7. UNFINISHED BUSINESS

### A. Staff Council Strategic Direction Proposal Update from EMR

- Walker Wheeler provided an update on EMR’s progress in reviewing the Staff Council Strategic Direction Proposal forwarded to EMR at the March meeting. EMR was only able to meet once since that time. Initial discussions started in EMR two weeks ago at this meeting. Pips and Juella attended the meeting, but the only two EMR committee members in attendance were Walker and Gary Newman. They were not able to make any significant progress on the Strategic Direction proposal. They were able to address the additional motion forwarded to EMR at the March meeting, which pertained to Staff Council representation on Staff Alliance.

### B. Staff Council Representation on Staff Alliance Update from EMR

- Handout 227-1: Proposed Motion Related to UAF Staff Council Representation on UA Staff Alliance
- A draft motion of the proposal to change the way UAF Staff Council is represented on Staff Alliance was presented. The proposed motion was based on EMR’s discussion at their last meeting. This proposal involved the modification of the constitution and the bylaws to assist officers in reducing their workload by allowing the president to appoint someone to serve on Staff Alliance on their behalf. An electronic copy of the proposed motion will be sent to everyone.
- The motion was then read to council:
  - “The UAF Staff Council moves to amend its Constitution and Bylaws to facilitate continuity of representation on UA Staff Alliance and reduce work load on the Staff Council President, the Staff Council Vice President, or both. The changes to the Constitution and Bylaws are described here in.

#### Constitution of the University of Alaska Fairbanks Staff Council

Article 3, Section E.

“The President and Vice-President shall **ensure** represent **representation of** UAF Staff Council on the Staff Alliance.”

#### Bylaws of the University of Alaska Fairbanks Staff Council

Section 3, A. VI. :

“In order to remain a member of Staff Council, each voting representative must serve on at least one permanent committee **or serve a special appointment.**”

Section 4, A.I. :

“j. Serve as representative on Staff Alliance **or make a special appointment to serve on Staff Alliance in their place.**”

Section 4, B.I. :

“c. Serve as representative on Staff Alliance **or make a special appointment to serve on Staff Alliance in their place.**”

Section 5, A.II.:

**“2. Special appointments of the President or Vice President.””**

- If this motion moves forward, this shall be considered the first of two readings. The floor was then opened for questions. A motion was then made to accept this proposal.
- It was requested that additional time be provided for further discussion within EMR, as well as to allow for time for non-committee members to provide feedback.
- It was suggested that EMR include in the motion some form of accountability for individuals who receive special appointments. It was also requested that EMR include in the proposal wording that would provide the president to withdraw such appointments. Additional requests asked that the proposal include specific wording regarding the expectations of the appointment.
- The motion regarding changes to the constitution and bylaws related to UAF Staff Council’s representation on Staff Alliance is separate from the motion regarding the proposed Staff Council reorganization.
- It was clarified that the term ‘special appointments’ in Section 5, A. II.2. is in reference to the other places that the term is used in the sense that if the president were to make a special appointment of a person to serve on Staff Alliance, the person being appointed would be responsible for reporting back to the Administrative Committee. Participation on the Administrative Committee could also be applied to other ‘special appointments’ made by the president.
- Proposed changes to the language of Bylaws Section 4. A. I, and Section 4. B. I. to account for these issues were presented as follows:

**Bylaws of the University of Alaska Fairbanks Staff Council**

Section 4, A.I. :

“j. Serve as representative on Staff Alliance **or make a special appointment to serve on Staff Alliance in their place and at their pleasure. Expectations of all Staff Council representatives to Staff Alliance will include regular reports at Staff Council meetings and to Staff Council officers.**”

Section 4, B.I. :

“c. Serve as representative on Staff Alliance **or make a special appointment to serve on Staff Alliance in their place. Expectations of all Staff Council representatives to Staff Alliance will include regular reports at Staff Council meetings and to Staff Council officers.**”

- Discussion followed which indicated the need to further modify the current proposal to include a clause “at the pleasure of the president,” to allow for the termination of a special appointment at any point in time. The proposal was returned to EMR for further consideration and modification.

**REMARKS BY CHANCELLOR ROGERS**

- Chancellor Rogers joined the meeting and addressed Staff Council. He explained that we are coming off the adjournment of the legislative session, which was a rather productive session for both the UA system and UAF in terms of both the operating and capital budgets. The operating budget included more funding than the budget proposed by the governor. It included money for advising for a few programs, funding for the continuation of the honors program, and pay raise funding that was included by the governor. The capital budget was also remarkable for us. The governor included a single item for differed maintenance, which is the 37.5 million that we have requested for several years. It also included legislative approval of half of the funding for the UAF engineering building, money for the Kuskokwim Campus, and money for research. This is as good of a capital budget as we have seen in years. Of course, this means the challenges of construction.

- On campus this summer, we will see challenges associated with the approval of prior year's construction. Notices have gone out concerning the effects that both the utilidor construction and the sewer line replacement will have on parking this summer. The recycling bins have been relocated to the Taku parking lot in order to make way for the utilidor expansion.
- Chancellor Rogers visited both the Northwest Campus and the Chukchi Campus a few weeks ago. It is always exciting for him to see how much is going on at our rural campuses and the important partnerships that they have with the local communities. In addition to attending the Fairbanks campus graduation, Chancellor Rogers will be travelling to Kuskokwim and Bristol Bay campuses for commencement activities. This provides an opportunity for him to visit with faculty and staff at four of our local campuses.
- Chancellor Rogers asked that the SHCC report attached to today's agenda be corrected.
  - On page 19, the Staff Health Care Committee Report inaccurately states, "there is no tobacco policy in place at this time. Chancellor Rogers wants the surcharge"
  - Chancellor Rogers actually requested the surcharge for new hires effective July 1, in lieu of no hires of people who use tobacco. He feels that the absolute ban on hiring of tobacco users creates some hiring challenges, particularly research faculty from overseas who have brought in a lot of money. It may cost us more on the research side than it gains us on the health care side. He does not think it is unreasonable for us to say to new hires that there is a different health care set of rates, such as we see in life insurance. Chancellor Rogers would not favor this for all employees, but only for new hires and as a backup to the proposal to exclude all tobacco users completely.
- Chancellor Rogers listened to part of today's discussion on load balancing for Staff Council officers. He encourages anyone thinking about running for one of the officer positions to assume that this will go into place, so that you will not have to take on all of the work at once. He hopes that no one decides to not run because they are not sure if they will be able to appoint someone to represent them on Staff Alliance. Staff Council officers play a very important role and it is important that Staff Council have strong leadership. Chancellor Rogers relies on the officers whom he meets with monthly, prior to all Staff Council meetings. These meetings with Staff Council officers provide him with some of the best feedback that he receives over the course of the year. He encourages anyone thinking about taking on one of these roles to do so.
- Staff Appreciation Day is next month. He expressed appreciation to all who are working on this event. He is pleased with the schedule of workshops. If anyone has issues with supervisors not allowing them to participate, please let Chancellor Rogers know. He wants to continue to encourage all supervisors to allow employees to take advantage of this opportunity to advance skills and to have a day that recognizes the contributions of staff on campus. He will be available that afternoon for an open Q&A.
- Chancellor Rogers then opened the floor for questions.
- The legislature included the funding for 50% of the pay raise money requested by board of regents last November, which was essentially the same as the governor's request. The university has to come up with the other half of the money through reallocation. In recent years we have gotten as high as 60%, but the legislature essentially told us that from now on they will only fund half of any pay raises. Some portion of the remainder can be paid by federal grants and contracts. We have to make up the rest either through enrollment growth and new tuition or through a reduction in staff programs or services. In one way or another the pay raises result in reductions in other areas of the budget.
- The positive results we have seen from this year's legislative funding are a result of both internal and external factors. Externally, it is easier for us to get funding when the state has surplus funds. This is probably the biggest factor. Second, the level of cooperation by external constituencies, faculty, and staff has made a big difference. The most notable partnership involves UAF and UAA, deciding early on to work together. We have had multiple joint meetings of the UAF engineering advisory committee with the UAA engineering advisory committee working with external supporters to highlight the need for engineers in the state. The fact that Fairbanks and Anchorage are working together is a major factor. Second, it is always good when they hear from internal constituencies, but hearing from external constituencies has the greatest impact. This was seen during the teleconferences on the capital budget, with testimony from people not affiliated with the university asking for support for the university's capital budget request for ocean acidification research. It took a lot of work to coordinate these efforts, including the work of Ann Ringstad and SFOS. This is the first time we have had capital budget support for specific research in the university capital budget that we had asked for. Staff and faculty have been very good in terms of their communication with the legislature, letting them know what our interests are. The combination of aligned internal constituencies, external constituencies, and a legislature that had funds to spend, all worked well.

- Chancellor Rogers was asked if it appears as though there is a likelihood or even the remote possibility of layoffs in order for the University of Alaska to come up with the funds to pay for the other half of the pay raises not covered by the legislature. There is no broad range plan; we are within an expected level. There may be, as there have in past, isolated units, that a combination of what is happening with their other funding sources leads to layoffs, or more likely, people who have term positions not having the term renewed. He knows of a couple of areas that are heavily dependent upon federal funds. The federal budget is in far more challenging shape, so there may be units where lack of federal funds could lead to some terms not being renewed. This has happened in the past and this is highly variable, depending upon the funding. He is aware of two individuals that have this issue with term positions as of today, and these individuals have known this for about a year and a half. Other than these two, he is not aware of any other plans or any circumstances at this point. We really are facing a big challenge with the pay raises. Some units have only a small part of their funding in state general funds and their non-state funds do not increase to cover their pay. We just do not have a revenue source to make up the difference in some cases. In the academic community, we have the opportunity to make this up through tuition increases and enrollment growth. In research units whose research volume is increasing, we have the opportunity to make that up with indirect cost recovery. Units that do not have other sources of funds that increase automatically are more problematic. Cooperative Extension is one such examples where federal funds have not been increasing. Over time funding 50% of pay raises creates a challenge in any of those kinds of units. Leadership of each unit must decide how to approach this matter, whether they keep positions open longer when they become vacant, whether they reduce staffing over time, or whether they have the capacity to reduce other expenses.
- Circumstance where there is a complete pay structure, where you are able to hire a new person to fill a vacancy at a lower step, would create some of the ability to fund pay raises. For the chancellor, a complete pay structure has elements of merit, of market, of longevity, and of cost of living. Over the 30 years he has been associated with the university in management level or governance positions, we have sometimes done two of these, we once did three, we have probably never have had all four elements. This is really a balancing act of what can you afford and what can you get from the legislature. One of the challenges that we have is that traditionally state government has self-funded all of the step increases. They did not ask for new funding from the legislature. They only asked for money from the legislature for across the board pay increases. A situation arose where the legislature said that they would no longer fund our step increases, that they would only fund across the board increases. Our philosophy changed to reflect this; we went to where we could acquire funds. As a result, any step increases, including the one from January of this year, was completely self-funded. Many people would like to see a return to a multi-part pay structure, but in the current legislative fiscal environment, the only way to accomplish this results in higher pressure for staff reductions and reallocations and we have avoided this so far.

### **C. Reminder of Upcoming May Election of Staff Council President and Vice President**

- Elections for Staff Council President and Vice President will be held in May. Please consider running for one of these positions. You can contact Pips or Juella to find out more about the positions. As an officer, you would have the opportunity to meet with Chancellor Rogers once a month. These are challenging yet very productive discussions. These meetings are typically one of the great benefits of serving as an officer. Nominations can be made on the floor at the May meeting, up to the time of the election.

### **D. Health Care Update**

- The Staff Health Care Committee (SHCC) met recently. Meeting minutes are attached to today's agenda.
- Staff Alliance is looking at the patient advocacy program, but beyond that, the biggest issue for Staff Alliance at this point is the Health Care Taskforce, because of the urgency. When people are looking at their open enrollment package, it is a difficult decision although there really is only one choice, but we also have to look at what will happen as a result on July 1 of 2013. Right now, Juella is focused on the Health Care Taskforce. Melodee Monson is currently the chair of SHCC.
  - Walker and Gary N. have worked to create a health care benefits calculator which was designed to help people make decisions about health care. It allows people to view estimated costs for the 500, 750, and HDP plan side-by-side for comparison. This takes the estimated premiums and your effective tax rate, and provides an estimate of what you may be really spending on health care. Please keep in mind that the calculator provides an estimate, it does not cover all of the elements that factor into your costs. They are working with Erika Van Flein to ensure that the calculator works appropriately. This is a

tool to estimate potential costs for health care for the coming year and is only a complimentary tool to the information that the administration provides. Once you receive the final tool, please pass it on to as many people as possible, explaining that this is another tool that governance has put together to assist staff in making smart decisions. Open enrollment began on April 15<sup>th</sup>.

#### **E. Employee Tuition Benefit Update**

- Staff Alliance heard our voice regarding the tuition waiver. This is a common voice heard systemwide. No new information is available at this time. The floor was opened for discussion and questions.
- It does not appear as though the board of regents took action on the Employee Tuition Benefit at their meeting last week. Their next meeting is June. It is Juella's intent to ask Donald Smith this afternoon, where the administration is with this benefit, and to encourage them to reconsider these proposed changes, especially the application of Satisfactory Academic Progress (SAP) to employees.

#### **F. Tobacco Related Issues**

- It has been confirmed that HR is not actively using tobacco related issues during the hiring process.
- When using Google forms to solicit feedback, it is most useful when there is consistency among units, especially in terms of compiling the data. Several units sent out great surveys and this provided a lot of very useful information. A more effective tool would be for us to agree on what should go out, as a group, before sending out any surveys. It is much easier to compile data when the questions are exactly the same across units. The goal would be for us to work on a common form that can be sent out all units.
- It was suggested that we move away from sending information directly to representatives and having them distribute it to their constituents, as this has not been successful. This is part of why the new reorganization proposal included an executive position for someone to focus on communication.
- We are trying to distribute information to more people consistently. We have been working closely with Marketing and Communications to get information to everyone. For example, the information regarding the proposed code of conduct survey went out, not just to UAF staff, but to staff systemwide. This is due to the good working relationship that we have with our counterparts at UAS, UAA, and statewide
- Following up on the tobacco issue, Chancellor Rogers received all of the feedback collected by Staff Council members. He is now aware of staff feelings on this issue.

### **BREAK (9:52-9:55)**

## **8. NEW BUSINESS**

- We will begin with New Business, but depending upon timing, guest speakers may be allowed to speak as requested and approved of at the beginning of the meeting.

#### **A. Nominations for 2012 Outstanding Staff Council Achievement Award**

- Information about the 2012 Outstanding Staff Council Achievement Award is now available online. Nominations can be submitted online. Please take time to nominate a fellow Staff Council member.

#### **B. Staff Affairs Petition**

- Attachment 227-3: Staff Affairs Petition
- The Staff Affairs Petition was distributed all representatives and alternates on rural campuses and at UAF. The petition was designed to serve as a voice for staff concerns. We currently have 168 signatures. Many staff members were concerned that signing the petition might lead to unknown repercussions. Many people did not sign the petition for this reason. Some of the original signatures have already been turned in to Pips. Staff Affairs will continue to collect signatures. The petition is also posted on the Unit 7 blog. If you have any petitions, please get them to Mary Sue who will forward them to Pips.

#### **C. Proposed Code of Conduct**

- Attachment 227-4: Proposed Code of Conduct Memo from President Gamble
- Attachment 227-5: Proposed Code of Conduct from President Gamble
- We have already received approximately six hundred responses to the code of conduct survey using Google forms. This form will close on Friday. A summary report of these responses will then be written and this report will be forwarded to Staff Alliance. Staff Council members will receive a copy. There appears to be overwhelming opposition to the proposed code of conduct at this point in the survey.

- Prior to every board of regents meeting, the Statewide Academic Council meets with the president's cabinet. Although Staff Alliance has not received any official notice, it is our understanding that at this meeting, President Gamble effectively withdrew the proposed code of conduct. It is President Gamble's intent to work with governance in the fall to create a set of institutional values rather than this code of conduct. The process for working on this will be established after we have been officially notified.
- The response from governance was resounding, quick, and very effective. This success is due in part to the combination of the less than flattering news on this issue and the quick response by staff. Juella plans to take the summary of the survey results to Staff Alliance with the goal of having the feedback forwarded from Staff Alliance to President Gamble.

#### **D. Internal Committee Membership**

- As a reminder, all Staff Council representatives are required to serve on at least one permanent Staff Council committee. If you are not currently serving on one, please let Nicole know which committee you would like to serve on.

#### **E. Status of Internal Committees**

- We have previously discussed the possibility of combining Staff Affairs and Advocacy committees. The floor was opened for discussion of the current state of Staff Council's permanent committees in light of the Staff Council strategic direction assessment.
- A suggestion was made to combine the two committees in order to increase the amount of work that we are able to accomplish and to improve efficiency. Right now, it is hard for Advocacy to complete any work since there are only two committee members. It was explained that, historically, membership on these two committees has often fluctuated so there may not be a need to reorganize these two committees.
- Advocacy currently has an internal focus on UAF, but our bylaws also mention the role of Advocacy in working with staff externally, away from UAF.. This is a piece of advocacy, which we have not focused on in recent years.
- Walker presented official descriptions of the Staff Affairs Committee and the University Advocacy Committee from the bylaws in order to provide context for the discussion.
- Staff Affairs purpose is outlined in UAF Staff Council Bylaws Section 2., Article C.:  
 “Works on issues such as benefits, compensation, grievance procedures, position evaluations, hiring procedures, and any matters that affect the health and welfare of staff.”
- University Advocacy is presented under Bylaws Section 5. A.VI. c.:
  1. Organize events and functions to help make the public aware of the value of University staff, as well as students and faculty.
  2. Organize events and functions that increase staff morale and awareness of the University.
  3. Other items to be determined by the committee on an annual basis.
- These were the original charges for these two committees. Additionally, many of the external factors and issues that we have been dealing with this year have required us to focus a great deal on the work of Staff Affairs. Right now, Staff Affairs is helping shape our system.

### **9. GUEST SPEAKERS**

#### **A. Ross Imbler, Annual Giving Coordinator & Susan Sugai, Associate Director for the Center for Global Change**

- Ross and Susan are here today to present information on the Annual Employee Giving Initiative, which provides employees with the chance to give to various student issues and groups on campus. You can give to whatever program, scholarship, department, etc., that you wish. Last year 15% of UAF employees gave almost a quarter of a million dollars to help students. Additional paperwork is located on the back table, including information on payroll deduction. These charitable donations can be used as tax deductions.
- Every year the program's volunteer co-chair works to spread the word about the program and to highlight certain funds on campus. This year's focus is the Robert Below's Global Change Research Endowment and the co-chairs are Susan Sugai and Glen Juday.
- Susan Sugai is here today to speak about her passion with this program. She is a longtime university employee and she was a staff member for most of her time here at UAF. She is a term-funded staff employee with her salary being dependent on research funding. Research is her passion, but it has an impact on all staff. Susan passed around an article that appeared in *Nature*, which was written about this



being a crunch time for research and why, if we do not have funding from various research agencies, many things will not get done. UAF has been highly competitive in acquiring funding. We must continue to be competitive as funds become harder to get. One way that we teach our students to be more competitive is through the annual Center for Global Change research competition where students are required to submit a proposal. The proposals are peer reviewed by scholars across the country, with a panel deciding which projects are to be funded. The program's success rate is about one-third. One of the program's former students authored the *Nature* article. Student from this program typically have very successful careers.

- Being highly effective in acquiring grants for the university is important to staff because research funding includes funding for Facilities and Administration (F&A), which covers the cost of staff people who help support our research enterprise, such as IT staff, fiscal people, and others. Additionally, many grants require that applicants indicate cost sharing; how are you contributing something to this research effort.
- You are being asked, not to contribute large sums of money to this effort, but small donations, such as ten dollars. Such donations allow grant applicants to go forward and present, not the amount of money they have in support of the research, but the number of people that they have in support of their research. There are newsletters on the back table that provide information about the endowment as well as information about students we have been recently funded, two of which have books out by UA Press. They are doing work that is important to all of us. Involvement and participation count, not dollars. You are being asked for your involvement, not a lot of money.

### **B. Sustainability Representative**

- Due to the number of current issues on today's agenda, the sustainability representative will be asked to speak at the May meeting.

## **COMMITTEE REPORTS**

### **10. INTERNAL COMMITTEE REPORTS**

#### **A. Staff Affairs – Mary Sue Dates**

- Attachment 227-13: Staff Affairs Report
- Minutes for the April 2, Staff Affairs meeting are attached to today's agenda. The Staff Affairs' petition, healthcare, and the employee education benefit were the primary topics for this meeting.
- The committee met again on April 16 to discuss the tobacco issue and the tuition waiver.
- At this point, Staff Council has provided its stance on these topics to Staff Alliance and we are waiting to see what the next step is from the administration.
- Staff Alliance requested that the submitted signatures be forwarded to Staff Alliance or the administration. Pips intends to bring the information to both Staff Alliance and the chancellor since these are two avenues of connecting with the administration and since both are UAF and systemwide issues.

#### **B. Rural Affairs – Brad Krick**

- Attachment 227-12: Committee Report
- During their last meeting, the committee discussed the proposed Staff Council reorganization. The committee had two questions.
  - How will employees be identified as rural or non-rural?
  - How many representatives from rural sites or rural campuses would be on the board?
- If the proposed restructuring plan is approved, and it resulted in a reduction in the total number of representatives, the committee would be interested in having more face-to-face meetings, since in-person meetings strengthen the organization. The committee does not view the current practice of having two face-to-face meetings a year as being adequate.
- Brad spoke to the Alaska Department of Administration, which is the state group responsible, according to state statutes, for the cost of living survey. The survey is supposed to occur every five years, with the last occurring in 2008. There is no money for the survey in FY13. They are planning to conduct one in FY14.

#### **C. Elections, Membership, and Rules – Walker Wheeler**

- Attachment 227-7: Committee Report
- Notes from the last EMR meeting are attached to today's agenda.
- The committee has been work on the two issues forwarded to EMR during the last Staff Council meeting. Those being, UAF Staff Council's representation on Staff Alliance and the proposal to reorganize Staff Council. As discussed earlier,, the committee has been able to work on the first issue regarding UAF representation on Staff Alliance, but they have not made much progress on the reorganization proposal.

**D. Advocacy Committee – Debbie Gonzalez**

- Has not met

\*Committee Chairs: Please forward your reports to [uaf-staff-council@alaska.edu](mailto:uaf-staff-council@alaska.edu).

**11. EXTERNAL STATEWIDE COMMITTEE REPORTS****A. Staff Alliance’s Staff Health Care Committee – Cat Williams, Carolyn Simmons, Maria Russell (alt), & Mary Sue Dates (alt)**

- Attachment 227-10: SHCC Meeting Summary from March 29, 2012
- SHCC met on March 29, where the patient care motion was discussed. Other topics addressed at this meeting included the tobacco policy and various factors that contributed to the high health care rates.
- If you have any input you would like forwarded to SHCC, contact one of the Staff Council representatives on this committee: Carolyn Simmons, Cat Williams, Maria Russell (alt), and Mary Sue Dates (alt).

**B. Staff Alliance’s Compensation Committee – Maria Russell (Co-Chair), Robert Mackey, Brad Krick (alt), Britton Anderson (alt)**

- The committee broke out into working groups with each group having a different responsibility. A few of these groups are still finalizing their resolutions. Once finalized, the Compensation Working Group will then meet as a whole where the five recommendations will be presented. These recommendations will be discussed and then they will be forwarded to Staff Alliance.
- Erica Kurowski, committee co-chair, is resigning from Staff Alliance. The next scheduled meeting will need to be rescheduled due to this change. A replacement for Erica has yet to be determined at the Staff Alliance level.

\*Committee Chairs: Please forward your reports to [uaf-staff-council@alaska.edu](mailto:uaf-staff-council@alaska.edu).

**12. EXTERNAL UAF COMMITTEE REPORTS****A. Master Planning Committee (MPC) – Gary Newman**

- Attachment 227-11: Committee Report
- Due to construction, the recycling dumpsters have been moved from the Nenana Lot to the Taku Lot.

**B. Parking Advisory Committee (PAC) – Britton Anderson**

- Has not met

**C. Chancellor’s Diversity Action Committee (CDAC) – Ross Imbler**

- Attachment 227-1: Committee Report
- Representative needed

**D. Chancellor’s Planning and Budget Committee – Nichole Kloepper**

- The committee met yesterday. They are currently undergoing an assessment of the committee’s purpose and function. They are creating subgroups to identify each need per accreditation criteria. For example, Nichole is under the Capacity Committee, which must develop criteria for ranking capacity requests, develop rationale for prioritizing these requests, and determine a way to select top priorities from the submitted requests in terms of the budget. They are working to improve the system used for ranking various budgetary needs across campus. The Capacity Committee will meet again at the end of the week.
- Currently the deficit items are being reviewed. The Athletic Program is in the red and KUAC has been in the red in the past. Additional information from this committee, including information on programs that are experiencing deficits will be forthcoming.

**E. Chancellor’s Advisory Committee for the Naming of Campus Facilities – Debbie Coxon****F. Accreditation Steering Committee – Claudia Koch-Goddard****G. Meritorious Service Awards Committee – Claudia Koch-Goddard****H. Technology Advisory Board Committee (TAB) – Walker Wheeler**

- Attachment 227-2: Committee Report

**I. Work-Life Balance Committee – Walker Wheeler**

- Has not met

**J. Intercollegiate Athletic Council – Debbie Coxon and Britton Anderson**

- Attachment 227-6: Committee Report

**K. Review of Infrastructure and Sustainability Energy Board (RISE) – Mayanna Bean**

- Report available at: [www.uaf.edu/sustainability/rise/](http://www.uaf.edu/sustainability/rise/)

**L. People's Endowment Fund Committee – Claudia Koch-Goddard**

\*Committee Chairs: Please forward your reports to [uaf-staff-council@alaska.edu](mailto:uaf-staff-council@alaska.edu).

### 13. AD HOC COMMITTEE REPORTS

**A. Staff Appreciation Day Committee – Ashley Munro, Maria Russell**

- Attachment 227-8: 2012 Staff Appreciation Day Schedule of Events
- Attachment 227-9: 2012 Staff Appreciation Day Session Information
- Registration information for Staff Appreciation Day went out yesterday. Please visit the site and register. We are asking people to sign up for meals. You can also register for orientation sessions, professional development and personal development sessions. Volunteers are needed for the day before and on Staff Appreciation Day. Katrina Paul will be our volunteer coordinator
- A problem was noted with the registration utility. The problem will be looked into further. Additional information on eLive sessions will be posted to clarify which sessions are available through eLive.

**B. Communications Committee – John Clendenin, Jr.**

- Communications met on April 6, the minutes did not make the agenda, copies are available on the back table. The committee is looking at creating a fact sheet for new Staff Council members. Please submit any questions that you think would be helpful for new members.
- The committee is also looking at establishing a Staff Council Google Group for internal communications. We have had good discussion using email threads, but it has been difficult to follow at times.
- Jennifer Youngberg and John duplicated the Google form/survey on tobacco related issues that Walker conducted for Unit 13. Using the Google form in this manner proved to be very successful. When issues pertaining to the proposed code of conduct arose, it was suggested that we use a Google form to gather information quickly, based on our previous success using this tool. This tool is extremely effective when used appropriately. We also need to give staff feedback to let them know that their input was successfully forward to higher levels. We should use Google forms as a tool, we should use it effectively, but we also need to make sure that we do not overuse it.
- It was suggested that if anyone wants to put out a Google survey that they contact John so that the matter can be taken up by the committee. The committee can decide whether it is something that we want to send out to everyone. They can also assess whether or not we have all of the information that we need to put forth this communication. The survey can then be distributed as discussed earlier in the meeting.
- When using Google forms without collecting email addresses, it is not possible to determine if someone has submitted a form multiple times. The role and value of anonymity was also discussed.

**C. Chancellor's Cornerstone Award Committee – Kala Hansen**

- The committee met approximately three weeks ago to review nominations. All nominations were sent to committee members prior to this meeting. During the meeting, the committee identified and ranked the top four nominees. These recommendations were then forwarded to Chancellor Rogers along with recommendations of ways to, possibly, improve the award for future years. Kala Hansen – Committee Chair. Committee members: Robin Weinant, Mary Sue Dates, Jeannette Altman, Deb Jeppsen.

\*Committee Chairs: Please forward your reports to [uaf-staff-council@alaska.edu](mailto:uaf-staff-council@alaska.edu).

### 14. ROUND TABLE DISCUSSION

### 15. ADJOURN

- The meeting was adjourned by President Pips Veazey at 11:05AM.