

**MINUTES**  
**UAF STAFF COUNCIL #228**  
**Tuesday, May 15, 2012**  
**8:45-11:00AM**  
**Wood Center-Carol Brown Ballroom**

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

\* Problems with the teleconference equipment resulted in the meeting starting late and prevented some Staff Council members from participating. The connection was problematic throughout the meeting.

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

- President Pips Veazey called the meeting to order at approximately 9:05AM. The meeting was delayed due to technical difficulties.

**- Roll Call**

**Present:**

Pips Veazey  
 Juella Sparks  
 Maria Russell  
 Robert Mackey  
 Evelyn Pensgard  
 Sara Battiest  
 MaryAlice Short  
 Debbie Gonzalez  
 Kala Hansen  
 Carolyn Simmons  
 Gary Newman  
 Jennifer Elhard  
 Mary Sue Dates  
 Claudia Koch  
 Robin Weinant  
 Jed Lowell  
 John Clendenin

**Present (cont.):**

Walker Wheeler  
 Brad Krick  
 Travis Brinzow  
 Gary Bender

**Excused:**

Deb Jeppsen  
 Debbie Coxon  
 Heather Leavengood  
 Jennifer Youngberg  
 Richard Machida

**Absent:**

Nichole Kloepfer  
 Ryan Keele  
 Kim Eames  
 Britton Anderson

- Quorum was met.
- Rural representatives who were present for today's face-to face meeting and Staff Appreciation Day were welcomed. This included Robert Mackey, Evelyn Pensgard, and Jennifer Elhard.
- **Approval of Agenda for Staff Council Meeting #228**
  - The agenda was amended to move the approval of minutes from the March (#226), and April (#227) meetings to the June meeting agenda.
  - The elections were moved to the end of 'Unfinished Business.'
  - The agenda was approved as amended.

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

**3. PUBLIC COMMENT (No public comment participants)**

**4. OFFICER REPORTS**

**A. Pips Veazey, President**

*Proposed Code of Conduct:*

- Pips thanked everyone for their work on the proposed code of conduct online survey. We received an overwhelming response. The information that we collected was forwarded to Staff Alliance; from there it was forwarded to President Gamble. This survey marked significant step forward in helping us identify ways to get information out to staff and ways to collect staff input.

- At the beginning of the year, President Gamble challenged us to find ways to improve communication with staff. This survey was very successful in this regard. Staff Council's effectiveness in handling this issue was highlighted by that fact that, on several occasions, Faculty Senate decided not to address the proposed code of conduct, since staff had this issue so well covered. Staff Council was very successful in taking the lead on this matter by collecting information and ensuring that staff feedback reached President Gamble.
- President Gamble has since replied to our feedback and the proposed code of conduct is no longer on the table for now. Something related, such as a mission, or a set of core values, may be looked at later.

#### *Staff Alliance Meeting*

- Last week, Staff Alliance spoke directly with President Gamble and openly discussed some of the issues that they have found frustrating over the last year. The common thread for many of the issues that we take seriously is communication. Staff Alliance made the point clearly, that a large amount of angst could have been eased through conversations and better communication. Better communication would not have solved all problems, but it would have provided the administration with a better understanding of the potential impacts that some of these issues and proposed changes might have on students, faculty, and staff. This would have assisted the administration in recognizing the need to look for other ways to address these issues in a more collaborative fashion. The timing was right for us to convey this message to President Gamble. It is unclear what impacts this may have, but Pips felt very optimistic following the meeting.
- During the meeting, they explained to President Gamble that Staff Alliance and Staff Council are here to work with him; that we are here to provide a link between staff and the administration. President Gamble was encouraged to take advantage of this vital connection.
- It was also suggested that the leader of Staff Alliance meet with the President once a month, in the same fashion that the Staff Council President and Vice President meet with the chancellor. This would help maintain and improve the connection between the president and staff.

#### *Staff Affairs Petition:*

- The Staff Affairs petition was given to Chancellor Rogers. Chancellor Rogers sent an email stating that he appreciated Staff Council collecting this information for him. He looked upon the information very favorably and thanked us for our voice. He plans to use this information when he speaks with President Gamble about issues that are important to UAF and to him as UAF Chancellor.

#### *Staff Appreciation Day*

- Pips thanked Maria Russell and Ashley Munro for their efforts and hard work in preparing for this event. Staff Council members are encouraged to attend breakfast tomorrow to interact with staff. Staff Appreciation Day will be discussed in more detail later in the meeting.

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

- The majority of Juella's comments will be presented later in the meeting, under 'Unfinished Business.'
- Juella reiterated Pips thanks to everyone for their work getting the word out about the surveys.
- We really got the attention of the administration with the response we received through the survey. We had over six hundred and forty responses on one survey and over eight hundred on the other. Online surveys are a tool we should use in the future. These surveys help us in two ways. First, it informs our constituents about pressing issues. It also informs the administration of where staff stand on these issues
- UAA and UAS both followed the lead and or used UAF Staff Council's tool to provide their input.

#### *Staff Alliance's Staff Compensation Working Group:*

- Juella received a specific request from President Gamble to provide input to his administration, by June 1, on the staff salary placeholder on the budget request. She has informed the administration that recommendations on ways to improve our compensation package will be forthcoming from the Compensation Working Group. The Compensation Working Group is still actively working on this issue.
- Maria Russell explained that the Compensation Working Group was subdivided into five working groups. Four of the subgroups submitted recommendations. The final subgroup, the Merit Group, is still working. Once this group completes its task, the larger group will determine a final recommendation, which will be forwarded to Staff Alliance.

### **5. REMARKS BY CHANCELLOR ROGERS**

- Chancellor Rogers will not be joining us today, but there may be remarks from a representative from his office later in the meeting. The meeting moved forward with the understanding that the representative would be allowed to speak when they arrived.

## 6. GOVERNANCE REPORTS

### A. Jennifer Reynolds, President – Faculty Senate (No report)

### B. Robert Kinnard – ASUAF

- ASUAF has been assessing the proposed code of conduct policy. Next year they plan to work on a resolution in opposition to the proposed tobacco-free hiring policy. Student employees would be included under the tobacco free-hiring policy. The hiring policy itself is not going forward, but the current stated position holds that student employees would be required to be tobacco-free. Next year, they plan to send representation to more Staff Council meetings. They are also working on student outreach with other governance groups. To date, ASUAF has not discussed the possibility of having a smoke free campus without having the tobacco-free hiring policy. Mari was reelected as ASUAF President; the Vice President is Dillon Ball. Mari will also remain the Student Regent until next May; she has been confirmed by the state legislature.

## 7. UNFINISHED BUSINESS

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

- EMR did not have time to work on this issue during their last meeting.

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

- UAF Staff Council Motion 2012-228-1: Motion to Amend the UAF Staff Council Constitution Regarding UAF Staff Council Representation on Staff Alliance.
- UAF Staff Council Motion 2012-228-2: Motion to Amend the UAF Staff Council Bylaws Regarding UAF Staff Council Representation on Staff Alliance.
- Copies of the preformed motion were distributed. This motion was based on information forwarded to EMR during the April Staff Council meeting. The complete motion was then read to Staff Council.
- A motion to divide the question was approved. This resulted in two motions, one motion pertaining to amendments to the UAF Staff Council Constitution (Motion 2012-228-1), and one motion pertaining to amendments to the UAF Staff Council Bylaws (Motion 2012-228-2).
- UAF Staff Council Motion 2012-228-1: Motion to Amend the UAF Staff Council Constitution Regarding Staff Council Representation on Staff Alliance was approved unanimously by a vote of 17 For, and 0 Against:

#### MOTION:

The UAF Staff Council moves to amend its Constitution to facilitate continuity of representation on UA Staff Alliance and reduce workload 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.”

- This was considered the second reading of this motion to amend the UAF Staff Council Constitution, because the wording of the motion was not altered.
- UAF Staff Council Motion 2012-228-2: Motion to Amend the UAF Staff Council Bylaws Regarding Staff Council Representation on Staff Alliance was approved unanimously by a vote of 17 For, and 0 Against:

#### MOTION:

The UAF Staff Council moves to amend its Bylaws to facilitate continuity of representation on UA Staff Alliance and reduce workload on the Staff Council President, the Staff Council Vice President, or both. The changes to the Constitution and Bylaws are described here in.

#### 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 3. **F. Special Appointments**

- I. I. Special appointments are made by the President;**
- II. II. Serve at the pleasure of the President;**
- III. III. Will expedite a specific duty of the President or Vice President;**
- IV. IV. Will report to the President, and Staff Council Administrative Committee; and**
- V. V. Can be made for the following duties:**
  - a. Staff Alliance Representation for the President.**
  - b. Staff Alliance Representation for the Vice President.**

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, A. I.: **I. Make special appointments in accordance with Staff Council Bylaws Section 3. F.**

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

### **C. Health Care Update**

- Walker and Gary N. were thanked for their work creating the health care benefits calculator. This calculator represents another way that Staff Council has provided support for staff.
- July 1, is fast approaching, and this will be painful for most people’s paychecks. Odds are July 1, 2012 we will see an additional painful increase in our health care costs.

#### *Health Care Taskforce:*

- This taskforce has been very slow moving. President Gamble offered two seats on this taskforce to each chancellor. It has taken an extended period of time to get the names of those selected by the chancellors.
- The taskforce currently consists of Juella Sparks– Staff Alliance President, Donald Smith – Director of Labor and Employee Relations, Lisa Sporleder – Staff Alliance Representative and Chair of JHCC, Melanie Arthur, Faculty Representative to JHCC, and Cathy Cahill – outgoing UAF Faculty Senate President / incoming Faculty Alliance Chair. Chancellor Rogers has named Jon Dehn, former UAF Faculty Senate President and Raaj Kurapati, Associate Vice Chancellor as the UAF campus representatives for the taskforce. They are still waiting on approximately four others. Once the remaining members of the task force are known, they will be announced. A taskforce webpage is also being planned. This will eventually contain the names of the eleven members as well as the task force’s mission. This mission involves thinking outside the box in order to come up with solutions to our healthcare dilemma. Juella’s goal for the taskforce, as presented to President Gamble, was a short-lived taskforce that would have recommendations to the administration by August, the end of September at the latest. The short turnaround is needed because JHCC will take the fall to review the recommendations with the administration. Everything has to be agreed upon by the end of December so that everything can be in place July 2013.
- The taskforce’s role is the conduct the necessary research and then to hand everything off to JHCC. Because Staff Alliance has two representatives on SHCC, you will probably receive information on this in September including JHCC and the administration’s reaction to these recommendations.

- The hope is that Staff Alliance will see the recommendations for the first time at their August Presidents' retreat, from there; your representatives from Staff Alliance would get the word back to you. At that same time, your representatives to SHCC should also be getting the information to you.
- The suggestion was made for members of the Staff Health Care Committee to begin determining how they plan to get the word out to people and how they plan to collect feedback.
- Please forward any suggestions that you have for JHCC or to SHCC to Juella so that they can be assessed.
- Representation on the taskforce includes three members of the administration with the other eight positions being split between faculty and staff.

*WIN for Alaska:*

- JHCC recommended ending the WIN for Alaska program. President Gamble was very impressed with the survey results Juella presented to him regarding this program. He noted that the survey results indicated obvious support for the program that needs to be taken into consideration. Juella is not aware of the official position on WIN; she is waiting to hear Donald Smith's decision regarding this program. If Donald Smith does not veto it, WIN for Alaska ends July 1. If he does veto it, it will go forward. At the time, Juella requested that WIN be kept in place for another year to be considered as some of the suggestions that come out of the Health Care Taskforce. Staff Alliance passed a motion in support of keeping WIN for Alaska, recognizing that wellness is the key piece, not WIN for Alaska; that wellness should be considered in the Health Care Taskforce research. So WIN may go for another year, but come the findings of this, wellness could be a significantly different part of the benefit.

#### **D. Employee Tuition Benefit Update**

- The sticking point for staff with the proposed changes to the tuition waiver had to do with the pairing of Satisfactory Academic Progress (SAP) with the employee education benefit. Rather than pairing the tuition waiver with SAP, it was recommended that as a graduate student using the tuition waiver you need to maintain a 3.0. As an undergraduate student a 2.0 would be required. The only grade point that is involved would be the classes that you are taking while using the employee tuition benefit. It does not take into your account your GPA during other semesters, or at other schools. This suggestion is being looked at right now. The rest of the changes were small and included an increase in the number of hours that you can take which is viewed as an important positive factor for some staff members. Staff Alliance passed a motion supporting the concept of a minimum grade point average expectation, contingent on the details. Many details have not been worked out, including how the program would be implemented. Staff Alliance is awaiting decisions regarding the details of the proposal before making a decision.

#### **E. Proposed Code of Conduct Update**

- See discussion above under '4. Officer Reports'

#### **F. Staff Appreciation Day Update**

- Staff Appreciation Day is tomorrow. Volunteers are still needed for tomorrow morning. We also need more volunteers for the Staff Appreciation FAQ table that will be on the first floor of the Wood Center. Volunteers are also needed to handout door prizes. Volunteers are also needed immediately after today's meeting to move awards from the Staff Council Office to the Wood Center. Maria will send out an email if additional volunteers are needed. Those who are helping tomorrow morning for breakfast should plan to be here just before 8AM.
- A motion was made to move elections immediately after the break. There was no opposition to this.

#### **(BREAK)**

#### **G. Staff Council President and Vice President Elections – Vote**

- Motion 212-228-3: Motion to Reopen Nominations for FY2013 Staff Council Officers Until June 12, 2012

\*Technical difficulties prevented some representatives from calling in. Since quorum was met, the presentation of nominees proceeded.

- Walker presented the names of the nominees from the online submission form to confirm the nominees' interest in running. Following this, the floor was opened for nominations.
- During the nomination period, the following nominations were accepted:
  - Gary Newman accepted a nomination for president, but state that his acceptance was contingent upon him obtaining supervisor approval.

- Maria Russell accepted a nomination for vice president contingent upon obtaining her supervisor's approval.
- Mary Sue dates accepted a nomination for both president and vice president.
- As a point of clarification, the responsibilities of the president and vice president were read from the constitution and bylaws.
- It was asked what would be required to have a rural staff member as an officer – would be funds to have the person at every meeting, or would this require a lot of phone meetings? The chancellor provides funding to offset your salary if you are elected president or vice president. Depending upon the situation you are in it may be possible to use the money as travel funding as opposed to using it to offset your salary.
- A motion and second were made to close nominations. The motion passed. A question was immediately raised regarding closing the nominations under the circumstances of people lacking supervisor approval. With the technical difficulties, it is also possible that someone attending the meeting by teleconference was interested in running, but could not attend due to technical difficulties.
- Discussion of the benefits of postponing closing nominations until June ensued. Some concern was expressed regarding representative availability and quorum if the election were to be postponed. Pips supported the idea of postponing the nomination until June, as long as representatives were committed to attending. If someone cannot attend the June meeting, they will need to contact their alternates to vote in their place. We do not have the mechanism for absentee voting in our bylaws.
- A motion was made and seconded to reopen nominations until June 12, 2012. This is one week prior to the June 19 meeting which provides time to vet candidates prior to the meeting. Nominations will not be accepted after June 12, 2012 and no nominations will be accepted on the floor during the June 19, 2012 meeting.

## 8. NEW BUSINESS

### A. Year End Committee Report Announcement

- A formal request was made for committee chairs to submit annual committee reports to the Staff Council Office within the next two weeks.

## 9. GUEST SPEAKERS (None)

- ❖ After verifying that there were no remaining teleconference participants, the teleconference call was dropped at approximately 10:05AM due to technical difficulties.

## COMMITTEE REPORTS

### 10. INTERNAL COMMITTEE REPORTS

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

- Has not met
- The committee has not met since their April meeting where they discussed health care benefits. Mary Sue has additional signatures from the Staff Affairs petition that she will submit. The committee will take the summer off and then reconvene in the early fall. The Staff Affairs report from April will serve as the committee's yearend report.

#### B. Rural Affairs – Brad Krick

- Attachment 228-5: Committee Report
- The committee recently discussed the Staff Make Students Count Award and had some concern that the very limited nomination period put rural staff at a disadvantage. The committee would also like to see some recognition for the award nominees in light of the amount of work needed to submit a nomination. Part of the challenge with this year's Staff Make Students Count Award nominations was the timing of Pat Ivey's retirement and the opening of the information period for the award. There is a review of the governance office and its responsibilities and this issue will be on the list of items in need review.
- The May meeting will be the committee's last meeting this year. The next meeting will be in early fall.

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

- EMR's recent work was discussed earlier in the meeting. The committee is continuing its work on the Staff Council reorganization proposal.

#### D. Advocacy Committee – Debbie Gonzalez

- Has not met

\*Committee Chairs: Please forward your reports to 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)

- SHCC met following our last Staff Council meeting. The committee approved two motions:
  - o The first was motion requested that the president take no action on the tobacco policy until the Health Care Taskforce furnishes a report with recommendations.
  - o The second motion endorsed the concept of a Health Care Taskforce.
- They have since met, in an emergency meeting, regarding the WIN for Alaska Program. SHCC forwarded a motion urging the University of Alaska administration to continue its commitment to its employees and their wellbeing through ongoing participation in the WIN for Alaska Program. The committee put out an opinion poll and had overwhelming positive response for the WIN for Alaska Program. This included over 900 respondents of which 64% were in favor of keeping the WIN Program.

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

- Has not met

\*Committee Chairs: Please forward your reports to uaf-staff-council@alaska.edu.

## 12. 10:40-10:45 EXTERNAL UAF COMMITTEE REPORTS

### A. Master Planning Committee (MPC) – Gary Newman

- Attachment 228-4: Committee Report

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

- Has not met

### C. Chancellor's Diversity Action Committee (CDAC) – Ross Imbler

- Attachment 228-1: Committee Report

### D. Chancellor's Planning and Budget Committee – Nichole Kloepfer

- President Veazey requested a written report from this committee.

### E. Chancellor's Advisory Committee for the Naming of Campus Facilities – Debbie Coxon

### F. Accreditation Steering Committee – Claudia Koch-Goddard

- Attachment 228-3: Committee Report

### G. Meritorious Service Awards Committee – Claudia Koch-Goddard

### H. Technology Advisory Board Committee (TAB) – Walker Wheeler

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

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

- Attachment 228-2: Committee Report

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

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

\*Committee Chairs: Please forward your reports to uaf-staff-council@alaska.edu.

## 13. 10:45-10:50 AD HOC COMMITTEE REPORTS

### A. Staff Appreciation Day Committee – Ashley Munro, Maria Russell, Barbara Gabel

- Volunteers are also needed for lunch.

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

- The committee did not meet in May. They plan to meet prior to the June Staff Council meeting.

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

**14. 10:50-11:00 ROUND TABLE DISCUSSION**

**15. ADJOURN**

– President Pips Veazey adjourned the meeting at 11:26AM.