

**MINUTES**  
**UAF STAFF COUNCIL #232**  
**Wednesday, October 17, 2012**  
**8:45-11:00AM**  
**Wood Center-Carol Brown Ballroom**

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

- President Juella Sparks called the meeting to order at approximately 8:45AM

**A. Roll Call**

**Present**

Juella Sparks  
 Claudia Koch  
 Pips Veazey  
 Robert Mackey (phone)  
 Evelyn Pensgard (phone)  
 MaryAlice Short (phone)  
 Debbie Gonzalez (phone)  
 Kala Hansen (phone)  
 Nichole Kloepfer  
 Debbie Coxon  
 Gary Newman  
 Robin Weinant  
 Walker Wheeler  
 Brad Krick  
 Cat Williams (alt - phone)  
 Jeannette Altman (alt)  
 Richard Machida  
 John Clendenin  
 Jennifer Youngberg

**Excused:**

Ashley Munro  
 Britton Anderson

**Absent:**

Sara Battiest  
 Deb Jeppsen  
 Jennifer Elhard  
 Ryan Keele  
 Kim Eames  
 Jed Lowell

**Guests:**

Chancellor Brian Rogers  
 Scott Bell, Associate Vice Chancellor  
     for Facilities Services  
 Martin Klein, Business Manager,  
     Auxiliary & Contract Services  
 Lael Oldmixon, UAF United Way  
 Mary Kehrhahn Stark, Program Coordinator, IPY  
 Kirsten Bey  
 Debbie Blevins  
 Kayt Sunwood, Director, UAF Women's Center

- A quorum was not present at roll call. The floor was opened for general questions for approximately five minutes.
- During this time, Pips circulated the statement of intent for a working group for the reorganization of Staff Council. The document was handed out in the room and emailed to Staff Council members. (*See also 8.A*)
- Questions ended and the meeting returned to the draft agenda once a quorum was reached.

**B. Approval of Agenda for Staff Council Meeting #232**

- The agenda was approved as presented.

**C. Approval of Minutes for Staff Council Meeting #231**

- The minutes were approved as amended.

**2. STATUS OF PENDING ACTIONS (none)**

**3. PUBLIC COMMENT**

**A. Lael Oldmixon, UAF United Way Campaign**

- Chancellor Rogers has asked Lael and her husband Mark to chair this year's United Way Campaign at UAF. One of their goals this year is to improve participation. Last year, UAF was the second largest donor in Fairbanks with 198 donations totaling approximately \$70,000. FMH was the largest donor. This year new donations are encouraged, as are continued donations from those who have given in the past. Many options are available including the ability to direct your donation to a specific organization and payroll deduction for UAF Fairbanks employees. Rural

employees cannot use the employee deduction setup, but they are looking into this for future years. They are also looking for volunteers to serve on the United Way Planning Committee.

- You can select any 501.C3 organization. This allows funds to reach nonprofit organizations within various communities. If there are United Way agencies in rural communities, the United Way is able to funnel donations to these organizations. You would simply need to identify the organization on your form.

#### **4. OFFICER REPORTS**

##### **A. Juella Sparks, President**

- The majority of Juella's comments were postponed until discussion of specific agenda items, later in the meeting.
- Juella will meet with President Gamble on November 1. This is prior to the November Board of Regents meeting where the FY14 budget request will be approved.

##### **B. Claudia Koch, Vice President**

- Staff Alliance met last week. President Gamble attended part of this meeting. He provided an update on the work of his administration. He recently met with Alaska's delegation in Washington, D.C. This included Senator Murkowski, Senator Begich, and Representative Young. It is unclear if sequestration will take place. President Gamble will wait to see if this takes place. He will then look at what the state is doing and react to reality and not to a prediction.

##### *Work-Life Balance Survey*

- Staff Alliance is still working with the results of the Work Life Balance survey.

##### *Staff Compensation*

- President Gamble stated that there is a staff pay increase in the budget that will be presented to the BOR. He did not state the actual percentage, but he indicated that he was ok with the 3.5% increase requested by Staff Alliance.

##### *Employee Education Benefit*

- President Gamble also informed Staff Alliance that the Employee Tuition Waiver Benefit is currently in General Council for legal review. He wants to view the results of this review prior to determining when the new policy would go into effect. (See also 7.B)

##### *Employee Recognition*

- During this meeting, staff recognition and awards were discussed. President Gamble is willing to support an effort to improve the current system. If Staff Alliance can produce a meaningful award system, President Gamble would be willing to provide resources for it.

##### *Strategic Direction Initiative (SDI)*

- President Gamble has received a strong endorsement from the BOR for work that has been completed on the SDI, which is now moving into its second stage. One initiative under discussion at the statewide level is the possibility of offering free online courses for first and second year courses. This will allow students and parents to get a better idea of what college courses entail. There would be no financial loss associated with this program; students would still be required to enroll in the classes for credit once enrolled at UAF.
- The Systems Governance Executive position and the associated coordinator position are now open. We hope that these positions are filled quickly.

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

- Chancellor Rogers recently attended the launch of the Sikuliaq. The video of the launch is available online. The ship will be finished next year and should be in Seward by December of 2013.
- In light of the recent snowfall, please pay attention to your surroundings in an effort to reduce slips, trips, and falls, which cause the highest volume of accidents at UAF. You are encouraged to share any recommendations you might have regarding ways to reduce these accidents. A suggestion was made to spread gravel and sand on freshly scraped sidewalks quickly after scraping to avoid creating additional hazards. The need for improved awareness, throughout the system, to remove dangerous situations without creating additional dangers was also addressed.
- In terms of safety, the Nanook Terrain Park will feature special fencing and other features designed to reduce injuries.
- KUAC is currently holding pledge week. You are encouraged to donate.
- The FY14 budget is nearing completion. President Gamble will present the FY14 budget to the regents on Nov. 7. There are some reductions in amounts for specific increments requested by the various MAUs. This was needed in order to bring the UA budget in line the governor. Overall, last year was a very positive year and we hope to repeat this.
- Chancellor Rogers' appointment letter to the Student Diversity Task Force went out this morning. This organization will review student programs to determine where improvements can be made in terms of diversity and student services. Claudia will serve as the Staff Council representative on this committee.
- There have not been enough nominations to create the Women's Center Advisory Committee. This remains high on the chancellor's agenda.

- A concern about older infrastructure and deferred maintenance on rural campuses was expressed. A significant amount of deferred maintenance is currently underway. This is associated with the governor's commitment, four years ago, to begin funding deferred maintenance at a core level of 37.5 million a year, of which UAF is receiving 22 million. These amounts were determined by a formula that took into account the age of buildings and other factors. This year, the largest pieces are planning and design for the combined heat and power plant and planning for the revitalization of West Ridge, which is essentially major deferred maintenance projects on Elvey, O'Neill, Irving I & II and Arctic Health. The deferred maintenance project also included upgrades to sewer systems. Each year we have asked for, in addition to the 37.5 million, 50-100 million to assist in making progress on some of these items.
- We contracted with Siemens Industries as part of a state of Alaska project to conduct energy audits on several buildings. The first phase of work recommended by the audit was approved at last month's BOR meeting. Siemens will do approximately six million dollars of work, which will be paid for by the energy savings over an average period of seven or eight years. The rate of payoff varies. The majority of savings is in electricity, not in heating.
- Scott Bell, Associate Vice Chancellor for Facilities Services, explained that in addition to the six million dollars, seven-hundred fifty thousand dollars is being directed towards projects at the Kuskokwim campus and other rural campuses. This is also being funded as an energy conservation project, with the work being paid back in energy savings. Whenever work is needed on a building envelope, which includes insulation, walls, roof, and floors (if elevated), we are attempting to beat the standards for our climate by thirty percent. This is also the case with retrofit work on rural campuses. The cost of electricity at rural campuses is so high, that it pays us to take measures to conserve energy.
- A concern was expressed by a council member regarding recent issues with diesel fumes entering the library building. Scott Bell noted they are working to correct this issue. Each winter, employees are reminded of the danger of placing vehicles near air vents. It was suggested that electric campus vehicles could assist in resolving such problems. Scott will review ideas regarding the feasibility of electric vehicles.

## **6. GOVERNANCE REPORTS**

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

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

## **7. UNFINISHED BUSINESS**

### **A. Staff Council Odd Unit Election – Update**

- Nominations for odd unit representatives close this Friday. Thus far, three emails about nominations were emailed to staff in odd numbered units. If you are in an odd unit and have not received these emails, contact the Staff Council Office or EMR us as soon as possible. Thirty-seven nominations have been submitted. Of these, twelve nominations have been accepted and twelve have been declined. We are also waiting on responses from thirteen nominations.
- Currently, Unit 7 is the only unit that does not have any nominees. For this year's election, we are using software previously created by Brad Havel, with the addition of a few new features. Nominees can now accept or decline a nomination using the system. Previously, nominations could be accepted, but not declined. This resulted in someone from Staff Council having to contact all individuals who had not responded. The new feature saves a lot of time. The system is also set up to accept supervisor approval. Voting for odd numbered units will open sometime on Monday, October 22, through November 26.

#### *Standing Committee Chair Turnover*

- We will soon have 100% turnover in the chairs of our permanent committees. Walker (EMR) is not running for reelection; he will step down at the end of December. Mary Sue Dates resigned from Staff Council, effective immediately, and has therefore, stepped down as chair of Staff Affairs. Debbie Gonzalez has stepped down from the chair of Advocacy. Nichole Kloepfer has agreed to chair this committee. Brad Krick will be stepping down as chair of Rural Affairs. There is a Staff Affairs meeting scheduled for this Friday. This meeting will be cancelled if a chair cannot be found. If you are interested in serving as Staff Affairs chair, please contact us immediately. Staff Council often sees burnout from active and involved members, but we are also facing situations where staff members are taking on additional job duties. Committee chair turnover will be discussed further at our November and December meetings.

### **B. Health Care Benefit Update**

- Melodee Monson and Gwenna Richardson are the staff representatives on JHCC. UAF Staff Council representation on SHCC has recently changed. The current UAF representatives are Gary Newman and Debbie Coxon. The alternates are Mary Sue Dates and Debbie Gonzalez.
- Gary N. attended the last Staff Health Care Committee (SHCC) meeting; meeting notes are attached. (*See also 11.A.*) SHCC reviewed the Health Care Task Force recommendations. These recommendations have been emailed to staff

along with information on the related SHCC survey. The Joint Health Care Committee (JHCC) is holding a two-day meeting this week, in part to discuss the Health Care Task Force suggestions.

- Depending up on JHCC's response to the task force suggestions, Melodee may request that Staff Alliance and SHCC try to obtain immediate feedback. Please be on the lookout for communication pertaining to this issue.
- While JHCC is the point for health care benefit input to the administration, keep in mind that staff members have a voice to the administration through SHCC.
- December is the deadline for decisions on FY14 health care coverage. The next SHCC meeting is next Monday.

### **C. Employee Tuition Benefit Update**

- Staff Alliance has not received a copy of the new Employee Education Benefit. During the Staff Alliance meeting, President Gamble said that General Council is reviewing the changes to this benefit. Juella meets with President Gamble on Nov. 1, at which time she will formally request a copy of the updated benefit. (*See also 4.B.*)

### **D. Staff Resources Website Update**

- Jennifer Elhard and Mary Sue Dates were working to review the Staff Resources page on the HR website. Mary Sue has since resigned from Staff Council. An additional person is needed to replace Mary Sue. Juella appointed Nichole Kloepfer to fill this vacancy.

### **E. Compensation Increase Update**

- (*See 4.B.*)

### **F. Grievance Process Review / Mediation Program Update**

- Previously council was informed that the two Staff Alliance representatives from UAS, Mae and Gwenna, had agreed to take the lead on this matter. President Gamble and Donald Smith had identified the person with whom they wish for us to work. It does not appear as though there has been any activity on this project as of yet. Council will be updated once additional information is available.

### **G. Women's Center and Office of Multicultural Affairs & Diversity (OMAD) Update**

*Clarification: Mediation Program*

Following the last Staff Council meeting, there was confusion regarding the grievance process. To clarify, the Alternative Dispute Resolution (ADR) issue was an item Chancellor Rogers brought up during the September PreStaff meeting. Chancellor Rogers explained the Department of Justice funding request and the associated possibilities. The chancellor noted that this *might* be a place to house the mediation program. This is contingent upon the line item approval of statewide, the governor, and the legislature. Statewide, the governor, and the legislature each possess the power to veto this item.

**\*\*** As it stands now, the mediation program is still part of the Office of Diversity and Equal Opportunity within the Chancellor's Office. There is still a mediation program and it is still part of Mae Marsh's office.

- Claudia is the staff representative on the diversity task force. In terms of diversity, the Chancellor's Diversity Action Committee (CDAC) met for the last time a few weeks ago. The future of CDAC is dependent upon the results of the task force. You are encouraged to consider serving on the Women's Center Advisory Group. This is intended to be a small advisory group tasked with assisting the Women's Center in revitalizing its mission and set programming goals.

### **H. RISE Board Update**

- Michelle Hebert has yet to respond to multiple requests regarding the staff seat on this board. Efforts to contact her will continue.

\*Items listed on the agenda under 'Unfinished Business' have tended to remain on our agenda for extended periods of time. This is due to the manner in which the agenda is formatted. Previously, most of the issues listed under 'Unfinished Business' were discussed as part of the President's Report. These items are now placed later on the agenda, and separate from the President's Report, so that people may ask questions and provide input. The format of the agenda also leaves room for people to take notes for individual agenda items. This information can then be easily distributed to constituents.

## **BREAK**

## **8. NEW BUSINESS**

### **A. Reorganization Working Group**

- Handout 232-1: Reorganization Working Group – Statement of Interest
- The Reorganization Working Group's – Statement of Interest was distributed to those in the room and emailed to all members. Past President, Pips Veazey is leading this group. Last year, Juella and Pips brought to Staff Council's

attention the idea that Staff Council was not functioning at capacity, which created a need to conduct business differently. For example, Staff Council has a small group of people doing most of the work, yet we have 68 seats. Additionally, we want to improve our communication with staff. At the last EMR meeting, it became obvious that EMR's responsibilities are elections, membership, and rules; EMR is not an ideal place to assess reorganization of the larger body. As a result, this working group was created to focus on reorganization in more detail.

- The working group does not have a plan at this time, the goal is for this to be a group activity and they are interested in all feedback. However, for this working group, they are looking for people interested in working on change. The goal is for the working group to exist for no longer than a few months. Ideally, the group will meet two to three times this month to compose a proposal, which would be presented to Staff Council at the next meeting. Right now, there are approximately five people on the working group, including Kala Hansen, who helped draft the statement of interest, Claudia, Walker, and Nichole Kloepper. Contact Pips if you are interested in joining the group.

## **9. GUEST SPEAKERS (none)**

### **COMMITTEE REPORTS**

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

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

- Has not met
- Staff Affairs currently needs a chair. Friday's meeting will take place, despite there being no committee chair. Juella will lead this meeting so that a chair can be selected.
- Mary Sue previously maintained a blog. Since Mary Sue is stepping down, Juella will meet with John, Communications Committee chair, to discuss the future of the blog. If you have any comments or suggestions regarding this matter, email them to either Juella or John.

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

- Attachment 232-3: October Committee Report
- The next Rural Affairs meeting is scheduled for the first Tuesday of November. Rural Affairs is looking for a new chair. Brad has served as Rural Affairs chair for the past two years. He is stepping down to provide the opportunity to someone else. Brad is willing to assist the new chair in getting up to speed.
- Nichole K. suggested combining Staff Affairs and Rural Affairs into a single committee. These committees are separate entities in our constitution and such a merger would require amending the constitution. Such a change would be possible, but we need to ensure that rural staff members are appropriately represented. There is overlap in the work of these committees, with most of the issues that go through Staff Affairs affecting rural staff. However, many topics of importance to rural staff are not addressed by Staff Affairs. Discussion ensued regarding the positive and negative aspects related to such a merger. The need for addressing rural concerns within other committees was also mentioned.
- Juella requested that Rural Affairs Chair, Brad, discuss this issue with the committee and report the committee's position back to Staff Council at the next meeting.

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

- Attachment 232-1: Committee Report
- (See 7.A.)

##### **D. Advocacy Committee – Debbie Gonzalez**

- Has not met
- Debbie Gonzalez is stepping down as chair of Advocacy. Debbie's workload has increased substantially, resulting in her having to resign as chair of Advocacy. Nichole Kloepper will be replacing Debbie. Members of these committees have the authority to determine their own chair, and that is what took place in this case.
- Nichole K. is in conversation with John to look at the possibility of combining Advocacy and Communications committees. There will be an update on this at the November meeting.

#### **11. EXTERNAL STATEWIDE COMMITTEE REPORTS**

##### **A. Staff Alliance's Staff Health Care Committee – Gary Newman, Debbie Coxon, Mary Sue Dates (Alt), Debbie Gonzalez (alt)**

- Attachment 232-4: Meeting Notes from October 8, 2012

- Please review the task force suggestions and be prepared to provide input if the need arises. Juella was a member of the task force and felt that there were some interesting changes suggested to JHCC. She was under the impression that the administration was supportive of all of the suggestions. (*See also 7.B.*)

**B. Staff Alliance's Compensation Committee – Brad Krick and MaryAlice Short**

- Has not met
- The committee met for the first time yesterday by audio. Juella appointed Brad Krick and MaryAlice Short to serve as the UAF representatives on this committee. The committee evolved from Juella's conversations with President Gamble who views annual staff compensation increases as unsustainable. The broad vision for this committee developed from their discussions regarding the possibility of establishing alternative incentives and rewards for staff performance and longevity that were not tied to compensation increases. The Compensation Working Group has been tasked with coming up with compensation solutions in a similar manner as that used by the Health Care Task Force. Peter Summers, from UAS, is the committee chair. This committee is expected to be very active over the next few months. The working group will meet again in two weeks.

**12. EXTERNAL UAF COMMITTEE REPORTS (In Written Format)**

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

- Has not met

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

**C. Chancellor's Diversity Action Committee (CDAC) – Juella Sparks & Ross Imbler**

- CDAC held their last meeting a few weeks ago. They prepared suggestions for Chancellor Rogers related to ways to reenergize the committee. The student diversity task force is intended to dissolve in May. One of the last items on the task force's workload is a redesign for CDAC, which will be a permanent committee.

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

- Has not met

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

- Has not met

**F. Accreditation Steering Committee – Nichole Kloepper**

- Has not met

**G. Meritorious Service Awards Committee – Claudia Koch**

- Has not met

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

- Has not met

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

- Has not met

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

- Has not met

**K. People's Endowment Committee – Debbie Gonzalez**

- The committee met recently. There is now a Peoples' Endowment website. An announcement requesting fall proposals is forthcoming.

**13. AD HOC COMMITTEE REPORTS**

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

- Has not met

**B. Staff Council 2013 Calendar Committee – Brad Krick**

- Attachment 232-2: October Committee Report
- The committee meets again on Friday. Thanks were expressed to all who circulated the request for photos. There were approximately 30 photos submitted. The committee is moving forward with preparation of this year's calendar.

**14. ROUND TABLE DISCUSSION**

**15. ADJOURN**

- The meeting was adjourned by President Sparks at 10:35AM.