

MINUTES
UAF STAFF COUNCIL #234
Wednesday, December 19, 2012
8:45-11:00AM
IARC 501

1. CALL TO ORDER AND ROLL CALL

- The meeting was called to order by President Juella Sparks.

A. Roll Call

Present:

Juella Sparks
Claudia Koch
Pips Veazey
Evelyn Pensgard
Debbie Gonzalez
Nichole Kloepfer
Debbie Coxon
Gary Newman
Ryan Gailor Keele
Ashley Munro
Kim Eames
Robin Weinant
Jennifer Youngberg
Walker Wheeler
Brad Krick
Jeannette Altman (alt)
Richard Machida

Excused:

Deb Jeppsen
MaryAlice Short
Kala Hansen
Jennifer Elhard
John Clendenin
Travis Brinzow
Britton Anderson

Absent:

Sara Battiest

Guests:

Chancellor Brian Rogers
Jennifer Reynolds, Faculty Senate President
Francis Isgrigg, Director of Environmental
Health, Safety & Risk Management
Trish Winners

B. Approval of Agenda for Staff Council Meeting #234

- The agenda was approved as presented.

C. Approval of Minutes for Staff Council Meeting #233

- The minutes were approved as amended.

2. PUBLIC COMMENT

- There were no participants present for public comment.
- The agenda was amended to allow Chancellor Rogers to speak immediately following 'Public Comment'.

3. REMARKS BY CHANCELLOR ROGERS

Budget Status:

- Yesterday, Chancellor Rogers received a FY14 budget update from the Fairbanks delegation. The chancellor is seeking further budget support than that included in the governor's budget, which was very much a bare-bones budget for the university. The governor's capital budget for the university includes the core commitment made by the governor four years ago for a base level of deferred maintenance funding at 37.5 million a year for the UA system. Of the 37.5 million, UAF gets just over 20 million, which is just enough funding to keep us even. However, it does not take care of the backlog of projects needing funding. Therefore, in addition to the 37.5 million requested, UAF had requested an additional 75 million for part of the deferred maintenance backlog, including the design of the combined heat and power plant, which is our single biggest deferred maintenance project. We must move forward with the design of the heat and power plant, so we will be soliciting the support of our legislatures for this project.
- The governor's budget does not include funding for the second half of the engineering building. We will be breaking ground on March 30 for the engineering building, but we will run out of funding in May or June of 2014. We have funding for the first phase to get the building shelled-in. This includes construction of the building sides, insulation, glass, and heat. Building construction will stop at this point, if we do not receive funding for the second phase this legislative session. This second phase covers the interior for all but one of

the floors. The final unfinished floor, designed to be expansion space, will be completed in the future with funding from grants and contracts.

- Groundbreaking for the addition to the Wood Center, that will include all food services, is also scheduled for March 30. The bonds for this project were sold on Friday. Construction will be completed in the fall of 2014. In the winter of 2014, work will begin to convert Lola Tilly Commons into the bookstore. This change is driven by a current lack of parking at the bookstore. Tentatively, Constitution Hall will likely house student clubs and organizations, but a final decision on this will not be made for some time.
- The governor's budget only included a portion of one of the three capital research projects for which we requested funding. The governor's budget included funding for Fish & Game, a portion of which we would likely receive, for research on Chinook salmon production. No research funding was included in the governor's budget for energy issues, oil spill response, and mapping.
- Operating budget - the governor included funding for fifty percent of the cost of pay increases as well as funding for costs associated with opening the new Life Sciences building. He did not include any of our other fixed cost increases, such as utilities.
- Often, the governor's budget is the best predictor of how well we do in Juneau. Last year was an anomaly. This year, the Fairbank's delegation is strong in the finance arena. We are hopeful that we will be able to pick up additional funding for items that were included in the regents' budget, but not in the governor's budget.

Combined Heat and Power Plant

- We are currently in the permitting process for the combined heat and power plant. If there are no protests, we anticipate permit issuance in June or July. This would help determine the direction for design. We continue to favor the existing coal/waste/biomass plant, but we are still investigating natural gas. The cost of converting to natural gas is significant and it would increase our PM2.5 due to secondary condensation of natural gas exhaust, which does not go through a bag house. This goes through a bag house with a coal plant. Additionally, the coal plant reduces SOx and NOx emissions. They continue to look at three options: coal/waste/biomass, natural gas, or do nothing and slowly crater down.
- The Chancellor's Office plans to return to Staff Council to address ways that we can use the power of faculty, staff, and students to influence the legislature to obtain needed funding not included in the governor's budget.

Holiday Closure for December 2013 and January 2014

- Official holidays are Christmas day, Dec. 25, and Dec. 26, and New Year's Day Jan. 1 and Jan. 2. Normal hard closure would be Dec. 27, 30, and 31. Employees would return to campus for one day, on Friday, Jan. 3. The possible addition of a fourth day of hard campus closure, Jan. 3, is under discussion. Many people will take this day off under soft closure anyway. Other factors being assessed are the possible impacts on Wintermester, research projects, and hardships for some employees who might have to take leave without pay. This year's numbers for holiday closure will be used for this assessment. The chancellor is collecting data and seeking input on this issue before making a final decision. Chancellor Rogers would like to make a decision around mid-Feb. to allow people time to make appropriate travel arrangements.
- We see financial savings with hard closure. Chancellor Rogers does not believe that there are significant savings with soft closure; it is not designed as a cost savings. Soft closure gives people permission to take more time off. It is more about communicating to the public that the services we offer will not be the same during soft closure.

4. OFFICER REPORTS

A. Juella Sparks, President

- Juella's preference is to discuss her report under agenda items as opposed to providing a written report, due to the rate that these issues change. Interest was expressed in a written President's Report and the import of a written report for historical purposes was noted. Juella will make an effort to compose a written report with the understanding that the information in the report is time sensitive and often rapidly evolving. Written reports must be taken in the context in which they are written, especially in terms of when a report is written, in order to avoid confusion.

B. Claudia Koch, Vice President

Statewide Governance Office

- LaNora Tolman is the new Executive Officer for the System Governance Office. Anthony Smith is the new Administrative Coordinator.

Staff Alliance Meeting - Dec. 11

- President Gamble attended part of the Staff Alliance meeting. He has read all two hundred pages of comments from the recent Staff Alliance survey. He found the comments helpful, especially those

pertaining to benefits, promotion, and supervisor training. He noted that the real messages were in the comments and he plans to follow up on many of them. Most will result in changes at statewide, but not at the other campuses. President Gamble wants to make recommendations to the chancellors; he does not want to make decisions for the chancellors at the three MAUs. (*See item 6.C for additional information.*)

- President Gamble also presented to Staff Alliance the new Employee Education Benefit (Tuition Waiver).

5. GOVERNANCE REPORTS

A. Jennifer Reynolds, President – Faculty Senate

New software package – 'CourseLeaf'

- UAA adopted *CourseLeaf*; UAF is close to adopting it. The registrar is looking at the cost. The software manages changes to courses and academic programs. It is directly linked to the catalogue. This results in all details and course changes being immediately incorporated into the catalog and Degree Works.

Intercollegiate Athletic Council

- Dani' Sheppard has been working to connect IAC and Faculty Senate.

Academic Attendance Policy

- Faculty Senate passed a revised attendance policy. This is primarily a clarification. This new policy does not mention military sanctioned absences, which will be dealt with differently. The academic attendance policy was addressed when issues were raised regarding excused absence for athletic events. The new policy clarifies who is responsible under various situations and clarifies both faculty and student expectations. The absence is still at the prerogative of the faculty member.

New Minors Approved by Faculty Senate

- Faculty senate recently approved two new minors:
 - Minor in Interdisciplinary Studies
 - Minor in Emergency Management through the School of Management

Amendment to Transfer Credit Policy

- Faculty Senate recently amended the transfer credit policy. Currently, BOR Policy says that if a student completes the general education requirements at one MAU, the other two MAUs will accept transfer credit for completed general education requirements. This has been expanded so that UAF will now accept completed general education requirements from all accredited 4-year institutions. The student is responsible for providing information and certification from the other institution to our Registrar's Office; it is not the responsibility of Registrar's Office to collect this information.

Electronic Course Evaluations

- Faculty Senate looked at electronic course evaluation software in 2009-2010. The Provost's Office has requested that they look at it again. A Faculty Senate committee and Eric Madsen, on behalf of the Provost's Office, are reviewing multiple software packages between Nov and Mar. This software allows students to complete electronic course evaluations as opposed to the paper versions currently in use.
- Jennifer withheld her comments regarding the Employee Education Benefit (Tuition Waiver) until later in the meeting. (*See 6.C. for additional information.*)

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

6. UNFINISHED BUSINESS

A. Staff Council Odd Unit Election

- Announcement of Election Results
- Attachment 234-3: Motion 2012-234-1: Motion to Approve Odd Numbered Unit Election Results for Fall 2012(Draft)
- Walker Wheeler, EMR Chair presented the results of the Fall 2012 Odd Numbered Unit Election. This year, there were around 200 votes cast and more write-in candidates compared to previous years.
- Names of recently elected representatives and alternates were read aloud to council:

Unit 1: CRCO -Rural Campuses

Adam Kane, Representative (1)
Kirsten Bey, Representative (2)
Evelyn Pensgard, Alternate (1)
Celena Brown, Alternate (2)

Unit 3: SNRAS, CE&M, INE, & SOM

Debbie Gonzalez, Representative (1)
Lesli Walls, Representative (2)
(Two alternate seats unfilled)

Unit 5: G.I.

Debbie Coxon, Representative (1)
Jesse Atencio, Representative (2)
Erin Albertson, Representative (3)

Unit 7: Student Services

Ashley Munro, Representative (1)
Ryan Gailor Keele, Representative (2)

Unit 9: Chancellor's Unit

Debbie Blevins, Representative (1)
Juan Goula, Representative (2)

Unit 11: Facilities Services

Trish Winners, Representative (1)

Unit 13: Rasmuson Library

Brad Krick, Representative (1)
Jeannette Altman, Representative (2)

Unit 15: OIT

Richard Machida, Representative (1)
Jarkko Toivanen, Representative (2)
Christian Beks, Representative (3)
Tom Landgon, Alternate (1)
Cynthia Collins, Alternate (2)
Toni Abbey, Alternate (3)

(Representatives and alternates for each unit are ranked according to the number of votes received.)

- A motion and second were made to ratify the election results from the Fall 2012 Odd Numbered Unit Election. The motion passed unanimously. Immediately following the vote, attendance was retaken to ensure that a quorum was present. A quorum was still present at the meeting and the vote was valid.
- This was Walker's last meeting as a Staff Council member; he will be stepping down as both a representative and EMR Chair. Juella extended thanks to Walker for his hard work and dedication throughout his time on Staff Council. EMR has no chair following Walker's departure on Dec. 31. The goal is to find a new chair at either the Jan. or the Feb. meeting.

B. Health Care Benefit Update

- Attachment 234-1: JHCC Recommendations for FY14 Health Care Benefit (Nov. 7, 2012)
- Attachment 234-2: Donald Smith's Response to JHCC Recommendations for FY 14 Health Care Benefit
- Attachment 2334-7: President Gamble's Email Regarding JHCC Recommendations (Dec. 13, 2012)
- You are encouraged to read the information posted on both the UAF Staff Council Blog and the UA Staff Alliance. Please spread the word about these information sources.

Clarification:

- *Last summer, the Health Care Task Force made **suggestions** to the Joint Health Care Committee (JHCC), the **Health Care Task Force did not make recommendations**. These suggestions have repeatedly been misidentified. JHCC reviewed the Health Care Task Force suggestions. JHCC then passed nine motions making **recommendations** to the administration for FY14 benefits. Donald Smith accepted JHCC's **recommendations** and indicated he was going forward, preparing to make those changes in the FY14 plan.*
- Staff members raised concerns about JHCC's recommendations, including Motion #6, which would prevent employees from opting out of the plan. President Gamble acknowledged the feedback he received. He plans to hold town hall meetings to discuss and collect additional feedback on JHCC's recommendations. The Fairbanks town hall will likely be on Jan. 17, but there has been no formal announcement.
- The regents met following this. Donald Smith presented the JHCC motions to the regents and they did not agree with the motion to remove the opt-out option. The regents thought this was fiscally a bad approach since forcing more people onto the plan could increase overall costs. Following Donald Smith's presentation to the regents, President Gamble indicated that nothing was final yet, and that there would be town hall style meetings to collect feedback. Donald Smith is going forward with the recommendations. However, these decisions are NOT final and we need more staff feedback on this issue. Please encourage staff to comment on the blog regarding this issue. President Gamble does read the blog.
- Jennifer Reynolds, Faculty Senate President, addressed this issue from the perspective of Faculty Alliance and their interactions with President Gamble. There are two items under scrutiny, the opt-out issue and the possibility of a spousal surcharge. Faculty Alliance understands the situation somewhat differently; that Donald Smith is looking into the details of implementation of the recommendations in terms of logistics and legality. If there are legal impediments to implementing any of these, it will be eliminated. It is not that everything is a done deal unless blocked by employees; there are other possible reasons why these may be blocked as well.
- Faculty Alliance does not intend to get involved in these issues; this is something that their unions would handle. Faculty Alliance is only trying to get an understanding of what is taking place in order to answer the questions they are receiving. They will become involved if necessary, but since President Gamble has already made the decision to hold town hall meetings, at this time, they are watching the situation and not taking an active role. They are encouraging faculty to attend the town hall meetings.
- Feedback is still needed as the details of implementation are still being sorted out. Staff Alliance has requested that the President's Office work closely with them in developing documentation, such as the

FAQ, for the open enrollment period. Staff Alliance has also requested that they be informed of decisions regarding these changes in a timely fashion so that accurate information can be distributed.

C. Employee Tuition Benefit Update

- Attachment 234-10: Approved Education Benefit
- We have been working on this benefit for some time. However, the administration essentially stopped discussing the Employee Education Benefit with Staff Alliance last summer. At the Staff Alliance meeting on Dec. 11, President Gamble was asked about this benefit, at which time he indicated that he signed the new version the previous week. He then had his assistant provide Staff alliance with a copy of the new policy, this document is attached to the agenda. The new version has yet to be formally distributed.
- There are no significant differences between this version and the version seen in October. In October, Staff Alliance was informed that the changes were complete. Since then, they have been told it was in review with General Council. The new version is considered by many to be an improvement.
- We have just been informed of these changes, which are effective immediately. This affects the spring semester and creates challenges. One challenge is that the form has not been updated.
- Yesterday, Jennifer Reynolds called Anita Hartmann with Human Resources. Anita had not heard about the changes, nor had she seen the document. Jennifer sent Anita a copy of the document and copied it to the Interim Director of Human Resources, Brad Lobland. Brad was expected to attend today's meeting, but was not present. Human Resources had not previously seen the document, nor had there been any preliminary word in the Dean's Council or in the other parts of the UAF Administration.
- Jennifer's concern is the document stating that it is 'effective immediately,' as of Dec. 6. On the face of it, this means that these changes are effective for the spring semester. Anita is not certain of this since this document was issued after registration for the spring semester opened on Nov. 4.
- In October, Staff Alliance requested that Donald Smith provide sufficient time for these changes to be implemented in light of the academic calendar, yet this did not happen.
- The new document also contains some vague descriptions for which Staff Alliance previously requested clarifications. Clarifications were also requested for the repercussions of failing a class and the policy on auditing classes. Staff Alliance also raised the issue of the cumulative GPA. Staff Alliance wanted the policy to apply to the GPA for courses covered by the tuition waiver. The administration took this language out. Additionally, it is still ambiguous in terms of the total number of credits apply to spouse as well as children, as well as the staff member, or if the total number of credits applies only to the employee. This issue was also previously raised, yet it was not clarified in the current document.
- The new document has challenges, but overall, Staff Alliance feels this is a better policy than the previous version. Their concession to us was an increase in the number of credits per year. If you come across any issues or hear problems from other staff, please forward the information so that issues can be resolved.
- This information will be posted on both the UAF and Staff Alliance blogs to collect feedback. This will also stay on Staff Alliance's agenda and they will make formal inquiries with the Registrar's Office and others to see what challenges are being implemented and the related impact on staff. The policy is in place, but that does not mean that it cannot be modified in the future.

D. Staff Resources Website – Has Been Updated

- Link: <http://www.uaf.edu/uafhr/staff-council-resources/>
- At the Nov. Staff Council meeting, specific changes to the website were recommended. All of these changes were made, except for the one pertaining to safety. This change has yet to be made because they are transitioning from having someone in the main office assist with the website updates to transferring this to a consultant. HR has the recommended changes are in a template.

E. Grievance Process Review / Mediation Program Update

- Two members of Staff Alliance recently met with Paula Harrison, Statewide Labor and Employee Relations Coordinator. Their goal was to identify areas of the current grievance policy that were not transparent or fair to staff. This is still active.
- Mediation is designed for people to want to be there. There are concerns regarding whether or not people should be required to go through mediation.

Clarification:

- *In PreStaff, Chancellor Rogers explained that there was a line item in the budget for an alternative dispute center with the Justice Department and that this may be a place to house the mediation program. This was*

discussed at our last meeting and there was some confusion. To clarify, the mediation program still exists and it is still under Mae Marsh.

F. Staff Council Blog Update

- The Staff Council Blog at uafstaffcouncilinfo.blogspot.com was recently updated. The following people have been granted administrative access to the blog: Juella Sparks, MaryAlice Short, and Nicole Dufour. Juella will be updating the blog over break. Encourage people to use the blog for submitting feedback and for staying informed on key issues.

G. Reorganization Working Group

- Attachment 234-11: Working Group Presentation
- Staff Council members should have received this presentation by email.
- The working group held seven meetings between Oct. and Dec. Initially, the group met to familiarize themselves with council's current situation. This included reviewing information from various sources. Sources included our current constitution and bylaws, a staff survey from 2009, the 2012 UAF Staff Council participation rate for representatives and alternates, committee membership and committee participation rates for last year, the Staff Alliance Work-Life survey, and the 2011 Staff Council request for information that identified things the organization was doing well and things that we could improve.
- The group also reviewed the websites of staff groups at our peer institutions. This provided additional ideas for ways that we could address our own situation. The group then spent time brainstorming for ideas that would allow council to be restructured for optimal success by keeping current aspects that are working and finding new ways to address problem areas. They then looked at the various ways that we could organize our group and discussed each option in detail. The group is thinking about ways to develop a plan that is timely and sustainable, especially in terms of elections. The plan also needed to address our problems with participation. The group discussed both positive and negative responses to participation – whether through incentives or some kind of negative result. Communication was also discussed in detail and a communication plan is included in the restructuring proposal.
- Based on the groups research they developed two proposals for representation
 - Plan 1:
 - Retain representative seats in units
 - Eliminate alternate seats
 - Allow proxies when members cannot attend
 - Add 5-10 at-large seats
 - Plan 2:
 - Organize membership by the five Vice Chancellor Units
 - Include 5-10 at-large seats
- The group as a whole is happy with either of these choices. They are presenting both plans to council to allow the decision to be made by council as a whole.
- A new committee structure was also proposed. This structure broke EMR into two committees: Elections and a separate Membership and Rules Committee. Staff Affairs would cover grievances, evaluations, hiring, and other HR related issues. There would be a separate Compensation and Benefits Committee. In the last few years, compensation and benefits have become significant issues for Staff Council because we are not represented by a union. This overshadows other issues that Staff Affairs would normally address. Rural Affairs would be maintained as a committee and University Advocacy would be responsible for onboarding, mentoring, communications and public relations. Committee chairs from each of the proposed committees along with the officers would form a nine member executive committee.
- The group has yet to discuss details and implementation. The goal was to bring the general information to council prior to making decisions about specific details.
- The committee also looked at staff organizations at peer institutions that held fundraising events. The option could allow the group to do more with a larger budget.
- The working group made the following suggestions for things that can be changed regardless of plan chosen. Those suggestions included:
 - Incentivizing serving on Staff Council, possibly by providing some type of leadership training
 - Clarifying roles and expectations associated with serving on Staff Council
 - Developing an onboarding and mentorship program for training new members.
 - Implementing consequences for missing meetings. The current system allows people to be excused from meetings. Some people are continuously being excused from meetings.

- Holding fundraisers that would permit us to accomplish more with greater funding.
- Support for the addition of proxies to Staff Council was expressed by multiple Staff Council members.
- This proposal was presented today for members to discuss. Juella declared the following 30 days a comment period, during which members could submit feedback, suggestions, and comments to the group regarding what was presented. Following this, the working group will return to council with a list of possible actions. Council will then decide how we wish to proceed.

7. NEW BUSINESS

A. Carolyn Sampson Memorial Scholarship

- Deadline for Applications: Feb. 15
- Applications are submitted through UAOnline using the standard scholarship application.
- In the past, as part of Staff Appreciation Day, Staff Council conducted a raffle. The money was placed in a fund for this scholarship. Once we reached a critical mass, the fund became self-sustaining. This was a Staff Council initiated fund. We are looking into the award and the process associated with the award. We will have more information at the Jan. meeting.

8. GUEST SPEAKERS (none)

COMMITTEE REPORTS

9. INTERNAL COMMITTEE REPORTS

A. Advocacy Committee – Nichole Kloepper

- Has not met
- Committee membership
- The Communications Committee was a one year, ad hoc committee that dissolved following the Nov. Staff Council meeting. The mission of the communications committee has always been a part of the mission of the University Advocacy committee. At this point we have chosen not to do anything more with the Communications Committee as we are waiting to see the results of the reorganization.
- Nichole is working on setting up a meeting. The meeting invitation will possibly go out to all Staff Council members to determine if anyone is interested in joining the committee.

B. Elections, Membership, and Rules – Walker Wheeler

- Chair Vacant as of 1/1/2013
- Attachment 234-8: December Committee Report

C. Rural Affairs – Brad Krick

- Has not met
- The committee will meet in Jan. In Jan. Brad and the next Rural Affairs chair will meet with CRCD Directors to promote Staff Council in an effort to enhance rural participation.
- Rural Affairs and Staff Affairs may consider meeting together at various points in the year. Neither group is interested in merging, but both groups are interested in meeting together on occasion.

D. Staff Affairs – MaryAlice Short

- Attachment 234-9: December Committee Report

10. EXTERNAL STATEWIDE COMMITTEE REPORTS

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

- Attachment 234-5: December Committee Report
- Attachment 234-6: Meeting Notes from Nov. 27, 2012
- SHCC minutes were approved late yesterday. They will be distributed to Staff Council members.

B. Staff Alliance's Compensation Committee – Juella Sparks (Chair), Brad Krick, MaryAlice Short

- The committee met yesterday. They are moving forward on their proposals. These proposals will be run through Staff Affairs and then forwarded to Staff Alliance. The timeline for this has the proposals being completed and approved in Jan. In Feb., Staff Alliance will approve them. Following this, they will conduct a survey on the specific proposals. The items being looked at include geographic differentials and changes in intervals of leave accrual. They hope to have half-dozen proposals for review. They will then collect

comments from staff regarding these proposals. The goal is to have this completed by the March Staff Alliance retreat where they plan to have members of the administration present to answer questions.

11. EXTERNAL UAF COMMITTEE REPORTS (In Written Format)

- The Staff Council seats on the Parking Advisory Committee, Technology Advisory Board (TAB), and one seat on the Intercollegiate Athletic Council will be open as of Jan. 1. The Work-Life Balance Committee may become active soon; therefore, the seats on this committee are also open as of Jan. 1. We will be seeking replacements for these seats at the Jan. meeting. We will follow up with the number of Staff Council seats on TAB.

A. Master Planning Committee (MPC) – Gary Newman (Rep), Richard Machida (Alt)

- Has not met

B. Parking Advisory Committee (PAC) – Britton Anderson

- Representative Seat Vacant as of 1/1/2013

C. Chancellor's Diversity Action Committee (CDAC) – ON HIATUS

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

- Attachment 234-4: Committee Report

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

- Representative Seat Vacant as of 1/1/2013
- Has not met – next meeting will likely be in Feb. or Mar.

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

J. Intercollegiate Athletic Council – Debbie Coxon and Britton Anderson

- Has not met
- (1) Representative Seat Vacant as of 1/1/2013

K. People's Endowment Committee – Debbie Gonzalez

12. AD HOC COMMITTEE REPORTS

A. Staff Council 2013 Calendar Committee – Brad Krick

- The committee is in the process of final proofing of the calendar. We will probably not be any earlier than we were last year. We will see a calendar in Jan., hopefully earlier in Jan.
- The photo for this year's calendar is of Dutch Harbor taken by Kurt Byers.

B. Staff Appreciation Day Committee – Ashley Munro

- Has not met
- Staff Appreciation Day will be held on May 15. The committee is waiting on quotes from catering. They will meet once they have these.

13. ROUND TABLE DISCUSSION

- Round table discussion was cancelled due to time constraints.

14. ADJOURN

- The meeting was adjourned by President Juella Sparks at approximately 11:15AM.