

AGENDA
UAF STAFF COUNCIL #252
Wednesday, August 20, 2014
8:45 – 11:00 AM
Wood Center - Rooms C/D

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

- I. 8:45 – 8:55 CALL TO ORDER AND ROLL CALL**
- A. Call to Order
 - B. Roll Call
 - C. Approval of Agenda for Staff Council Meeting #252
 - D. Approval of Minutes of Staff Council Meeting #250
- II. 8:55 – 9:00 STATUS OF PENDING ACTIONS**
- A. Leave Share Resolution
 - B. Term Employees
 - C. Bullying Awareness Training Resolution
- III. 9:00 – 9:05 PUBLIC COMMENT**
- IV. 9:05 – 9:15 OFFICER REPORTS**
- A. Chris Beks, President
 - B. Faye Gallant, Vice President
- V. 9:15 – 9:20 STAFF ACHIEVEMENTS AND HIGHLIGHTS**
- VI. 9:20 – 9:30 CHANCELLOR’S REMARKS**
- VII. 9:30 – 9:40 GOVERNANCE REPORTS**
- A. Debu Misra, President Elect – Faculty Senate
 - B. ASUAF Representative
- VIII. 9:40 – 9:45 UNFINISHED BUSINESS**
- A. “Better Place to Work” Survey
 - Attachment 252-1: Better Place to Work Summary

IX. 9:45 – 9:50 BREAK**X. NEW BUSINESS (none)****COMMITTEE REPORTS****XI. 9:50 – 10:00 INTERNAL COMMITTEE REPORTS**

- A. Elections – Richard Machida , Chair
 - Has not met
- B. Membership and Rules
 - Request for Chair
 - Has not met
- C. Rural Affairs – Jeannette Altman, Chair
 - Has not met
- D. Staff Affairs – Jeff Baxter, Chair
 - Has not met
- E. University Advocacy – Lesli Walls, Chair
 - Request for Chair
 - Has not met

XII. 10:00 – 10:10 EXTERNAL STATEWIDE COMMITTEE REPORTS

- A. Staff Alliance- Staff Health Care Committee – Debbie Coxon, Lesli Walls, Chris Beks (Alt), David Bantz (Alt)
- B. Staff Alliance Compensation Working Group – Faye Gallant, Chair; Brad Krick
 - Request for Representative
 - Attachment 252-2: Staff Alliance Motion for FY16 Compensation Increase Proposal

XIII. 10:10 – 10:20 EXTERNAL UAF COMMITTEE REPORTS (Written Format)

- A. Accreditation Steering Committee – Trish Winners
 - Has not met
- B. Chancellor’s Advisory Committee for the Naming of Campus Facilities – Debbie Coxon
 - Has not met
- C. Chancellor’s Diversity Action Committee (CDAC) – ON HIATUS
- D. Chancellor’s Planning and Budget Committee – Chris Beks; Juella Sparks, Alt
- E. Food for Thought Committee - Tom Langdon
- F. Master Planning Committee (MPC) – Richard Machida; Brad Krick, Alt
- G. Meritorious Service Awards Committee – INACTIVE

- H. Parking Advisory Committee (PAC) – Tom Langdon
 - Has not met
- I. People’s Endowment Committee – Debbie Gonzalez
- J. Research Program Review Task Force – Richard Machida & Marie Thoms
- K. RISE Board – Ian Olson
- L. Smoke-Free / Tobacco-Free Campus Committee – Jessica Desrochers, Brad Krick, Alt
- M. Staff Appreciation Day Planning Group – Ashley Munro & Maria Russell
 - No report
- N. Technology Advisory Board Committee (TAB)–Adam Kane & Chris Beks (DISBANDED)
 - Attachment 252-3: Memo from Chancellor Rogers Disbanding TAB

XIV. 10:20 – 10:25 AD HOC COMMITTEE REPORTS

- A. Term Funded Ad Hoc Committee

XV. 10:25 – 10:30 ROUND TABLE DISCUSSION

XVI. 10:30 ADJOURN

Better Place to Work Findings

UAF Staff Council

Staff Affairs Committee

July, 2014

UAF Staff Council asked staff for their ideas on how to make UAF a better place to work, with a focus on near-term solutions that can be implemented at or below the level of the Chancellor. The ideas fell into six major themes:

1. Appreciation and Communication
2. Hours/Schedules/Leave
3. Health and Environment
4. HR/Education/Training
5. Facilities
6. Social

The Staff Affairs committee condensed the feedback and compiled a few ideas in each category that seem relatively easy to implement, or were heavily requested.

1. Appreciation and Communication

- A bi-annual reminder to supervisors to thank their employees for their hard work. That personal communication would go a long way!
- A thank you message from the University on an employee's anniversary date.
- A second, smaller version of Staff Appreciation Day at a different time of year.
- "Less red tape and more fun," like a "Happy" video made by senior admins and shared with staff: <http://www.youtube.com/watch?v=w74HMrHkNtM&feature=youtu.be>
- Informal meetings with the Chancellor and different staff groups, explaining his vision and asking about their work culture, projects, concerns; once or twice a year with each group.
- During busy times of year, have senior administrators spend an hour or two in key customer service areas. Staff feel that this would increase UAF leaders' understanding and appreciation of the work being done, and would also really help with morale.

2. Hours/Schedules/Leave

- In keeping with the recommendations from the Planning and Budget Committee, employees are interested in exploring alternative work schedules (moving to part-time while keeping benefits, shorter work weeks in the summer, moving to a 37.5 hour work week in lieu of compensation increases).
- In summer months, allow for flex schedules (four ten-hour days, for example).
- Facilitate the ability to work remotely, whether on a regular or ad-hoc basis. Clarify policy and provide tools for employees and supervisors to implement more easily.

3. Health and Environment

- Better access to good drinking water
- More healthy food options across campus, especially in the summer. Invite local food trucks onto campus during the lunch hour- staff can get outside, mingle, and get healthy local food.
- Free lunchtime health/physical activity classes, like those provided by WIN.
- Better air quality in buildings, especially during construction, fire and allergy season.
- Offer incentives or lower rates for employees at the SRC.

4. HR/Education/Training

- Make sure employees know what is available to them- many of the suggestions received were for programs or facilities that are already in place (lactation rooms, passes at the SRC, etc.)
- “Alternative service” where employees spend a short period of time each year working in a different department. This allows employees to learn about other areas at the university they find interesting, as well as break down silos and the “us vs. them” mentality.
- Provide an option for evaluation of supervisors and administrators.
- Encourage 15-minute breaks to refresh employees during the workday.
- Improved training, including a clear road map of trainings an employee should/could take throughout their career path. Note: Staff Council will be working with the Administrative Services Training Process Improvement team to implement this recommendation.

5. Facilities

- Improve bicycle-friendliness of campus (additional signs, bike lanes where possible).
- Expand on-site childcare
- Where/if space is available, identify staff lounge areas. Make simple exercise equipment available (stationary bike, treadmill).
- Improve the parking process (allow employees to renew a pass, rather than purchase new each year, consider reducing or eliminating Gold Lots as an additional cost).

6. Social

- “TV Tuesdays,” where a popular program is shown during lunch once a week.

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System Governance Office

MEMORANDUM

DATE: August 6, 2014

TO: Michelle Rizk

FROM: LaNora Tolman, Executive Officer, System Governance *LAT*

RE: Staff Alliance - FY16 Staff Salary Increase Proposal

The following proposal is submitted on behalf of Staff Alliance for FY16 budget planning purposes:

Purpose/Justification

The Staff Alliance Compensation Working Group appreciates the opportunity to provide a proposal for the FY16 staff salary increase. We understand the financial hardship the university has been facing and will continue to face as State revenue declines. At the same time it is important staff compensation reflects the continued increases in the cost of living in Alaska communities and is comparable with unionized staff and faculty increases.

The 2013 CPI(Consumer Price Index) is at 3.1% and projected to increase for 2014. The new rate should be published August 2014. In relation to the increase in CPI, the staff increase for FY15 is 1.1% under the rate of inflation. This occurs at the same time that the elimination of positions due to attrition, hiring delays and in some cases lay-offs is putting increasing pressure and work demands on remaining employees and is making retaining and recruiting staff even more difficult.

University staff is regularly compared to state staff when discussing benefits and compensation increases. For FY15, state staff will receive a 1% ATB increase plus a step increase. The university no longer has an annual step increase, whereas state staff workers receive an annual step increase of 2.5-2.9% up to Step I, while steps J to Z receive a 3.6% step increase. Their compensation increase system has been consistent these past few years despite these tough financial times. Since the loss of an annual step increase in addition to cost of living adjustment, university staff have seen some highs and some lows and the uncertainty that accompanies such unpredictable forecast makes staff increasingly nervous. In addition, the loss of annual movement up steps is leading to salary compression, where new hires are coming in to pay steps equal or above longer-term employees in the same position who have more institutional

knowledge and experience.

Proposals

Considering the increases union-represented faculty and staff will receive for FY16, along with the 2013 CPI, the Compensation Committee would like to offer three proposals for UA staff FY16 compensation increase.

1. Straight ATB (Across the Board) increase: To better compensate for the rising CPI, an increase in the range of 3.25-3.75%, with a 3.25% increase being the minimum.
2. Reinstate grid and step increases: To encourage staff retention and for use as a recruiting tool, the committee proposes a grid increase of 2.0%-3.0% and a step increase of 1.0-2.0%.
3. ATB increase with a non-salary benefit: For FY15, this option was offered. Though staff prefer monetary increases to keep pace with rising costs, we understand the need for alternative solutions. The Compensation Committee proposes an ATB increase of 2.75%-3.25% plus two additional personal holidays for both exempt and nonexempt employees. This will total two personal holidays for exempt and three personal holidays for nonexempt.

Sources

SWHR 5/22/14: Salary Increases Spreadsheet FY85 to Present.

http://www.alaska.edu/files/classification/Salary-Adjustment-History-master-table_05_22_14.pdf

CPI 2013: http://www.bls.gov/cpi/cpi_dr.htm#2014

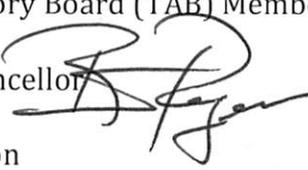
State Employee Salary Schedules: http://doa.alaska.gov/dof/payroll/sal_sched.html

cc: Patrick Gamble, President, University of Alaska
Dana Thomas, Vice President, Academic Affairs and Research
Staff Alliance Members: Monique Musick, Chair; Kathleen McCoy, Vice Chair; Chris Beks; Faye Gallant; Tom Langdon; Dayna Mackey; Gwenna Richardson; and Liz Winfree



Office of the Chancellor

320 Signers' Hall, P.O. Box 757500, Fairbanks, Alaska 99775-7500

Date: August 13, 2014
To: Technology Advisory Board (TAB) Members and Ex-officio Members
From: Brian Rogers, Chancellor 
Subject: New TAB Allocation

With the constrained budgets that the university is facing this year I have decided to strategically allocate TAB funds between OIT, the Rasmuson Library and URSA to ensure that these units are able to continue to provide technology support to students despite reductions to their respective budgets. Beginning in FY15 TAB allocations will be distributed as follows:

- 60% to OIT for smart classrooms and equipment supporting students;
- 25% to the Rasmuson Library for computer and technology improvements supporting student access to library materials; and
- 15% to URSA to establish a student-led process for distribution to support instructional equipment.

Due to this change in the allocation process the Technology Advisory Board will no longer receive funding proposals and will be disbanded. I would like to thank each member of the TAB committee for their effort and commitment to the Board and technology issues at UAF. The decision to change the allocation process is not a reflection on this board, but rather on the current fiscal situation at the University and the need to ensure that existing technology services continue to be available.

cc. Karl Kowalski, CITO
Dr. Barbara Taylor, URSA Director