

MINUTES**UAF STAFF COUNCIL #267****Monday, Dec. 7, 2015****8:45 - 11:15 AM****Wood Center, Carol Brown Ballroom****I. CALL TO ORDER & ROLL CALL****A. Call to Order**

- i. The meeting was called to order by President Faye Gallant at 8:47 AM.

B. Roll Call**Present:****(GH = Google Hangout)**

Mercedes Anderson

Jessica Armstrong

Nate Bauer (GH)

Chris Beks (GH)

Chris Brooks (GH)

Celena Brown (GH)

Aly Englert

Susie Frei

Faye Gallant

Jane Groseclose

Stacey Howdeshell

Melody Hughes (GH)

Connie Huizenga

Present (cont.)

Phil Jacobs

Brad Krick

Jessica MacCallum

Jenell Merrifield

Sue Mitchell

Mathew Mund (GH)

Dean Ojala

Chad Oleson (GH)

Evelyn Pensgard (GH)

Lesli Walls (GH)

Jami Warrick (GH)

Trish Winners

Absent:

Jesse Atencio

Kim Eames

Excused:

Brandi Marrero

Others Present:

Mike Powers, Interim Chancellor

Briana Walters, Sr. Bus. Analyst,

Office of Management & Budget

Nicole Dufour, Ex. Scty, Staff

Council

Lesli Drumhiller, ASUAF

Orion Lawlor, Faculty Senate

- Quorum was met

C. Approval of Staff Council Meeting #267 Agenda

- i. Approved as amended

II. STATUS OF PENDING ACTIONS**A. Leave Share Resolution**

- Ardith Lynch, Associate General Counsel, will serve as the Interim Chief Human Resources Officer (CHRO). She will be picking up the Leave Share Resolution and proposed changes from where the former CHRO, Erik Seastedt left off. Ardith is working to get this issue finalized. We hope this will move forward expeditiously.

B. Staff Volunteer Day Proposal and Resolution

- This is still stalled a bit, given the enormous focus of leadership on the budget situation. There was a very brief PreStaff meeting last week, so the officers did not have a lot of time to discuss this.

- There is some frustration with the lack of progress. There are concerns across cabinet in terms of how this will be implemented. Nate shares this frustration. The proposal was supported and signed by the prior Chancellor. It is unclear what recourse Staff Council has aside from continuing to raise the issue with the administration. Hopefully it will move forward

III. PUBLIC COMMENT (none)

IV. GUEST SPEAKER

A. Briana Walters, Sr. Business Analyst, Office of Management & Budget (OMB)

i. Legislative Tracker: <http://www.uaf.edu/finserv/omb/budget-planning/fy17/>

ii. Handout 267-1: Budget 101 Infographic

iii. Handout 267-2: FY17 Legislative Tracker – UAF Specific Requests

- The Office of Management and Budget's (OMB) work includes communicating information about the budget. This includes what the budget process looks like and how UAF develops its budget.
- The first handout, the 'Budget 101 Infographic,' covers UAF's FY15 revenues and expenditures. It is a snapshot of our revenue streams and our expenditures - what we spent our money on. This year they have placed basic definitions on the back of the infographic.

Revenues

- On the revenue side, 42% of our budget comes from the state. When we talk about cuts from the state, it is this category that is shrinking. Our first cut occurred in FY15. In FY16 it increased to thirteen million. We are also looking at an impending cut for FY17. Federal receipts are another major revenue stream. This is on a declining trend as well, but this is occurring across the nation.
- Auxiliaries make up an additional revenue stream, this is mainly the bookstore, housing, and residence life.
- Tuition and Fees make up about 10% of our budget. The Board of Regents (BOR) did approve a 5% tuition increase across the board for FY17. This will help some, but enrollment has been on a decline recently.
- Receipts and partnerships includes UA Foundation grants and contracts and grants and contracts from other corporate or private sources.
- Indirect Cost Recovery (ICR), makes up about 5% of our revenue. This is in direct alignment with the federal receipts category. When federal receipts decline, ICR also declines.
- ARRA funding will probably be zero next year, as most of this is funding is expiring. This was separate funding that spiked in FY11 and FY12. It is declining and will not be a continuing source in the future.

Expenditures

- Our two largest categories of expenditures are salaries and benefits and contractual services.
- Travel makes up only about 3% of our budget. In FY15, the state mandated an approximate 520K decrease in travel. UAF actually exceeded this target as a way to manage the budget gap.
- The lower left corner of the infographic illustrates what the budget gaps are. Part of this consists of our state general fund cut. The first cut occurred in FY15 at about 8 million. This almost tripled in FY16. In FY17, they are asking all state agencies to prepare for a 4.5% cut to general funds off the top. For UAF, this is about 7.8 million. The other part of our gap consists of our fixed costs increases – compensation, utilities, and other costs of that nature.
- For FY17 the numbers can change as the budget unfolds in the legislature. The legislative session begins in Jan. and runs through Apr. The 7.8 million state gap could increase. It is unlikely to decrease. They are asking us to prepare for a 4.5% cut, but this could become bigger. UAF is attempting to prepare for this.
- Proportionally, UAF's revenue streams and expenditures have not changed. We just have smaller resources to work with. We are looking at other ways to raise revenue aside from the state, since the state does not look promising for the next few years.

Discussion of Handout 267-2: FY17 Legislative Tracker – UAF Specific Requests

- The UAF FY17 Legislative Tracker is updated regularly. It covers the UAF portion of the budget approved by the BOR in Nov. OMB will continue to update this tracker as the budget moves through the process, including when the governor's budget is released around Dec. 15. We will hopefully know at that point what the governor has kept in the budget for UAF, which we hope is similar to our request. The next step occurs from Jan. – Apr. when the legislature meets.
- The first column is the state appropriation. This represents UAF's portion of what we are asking for from the state. As a reference item, the systemwide budget is included at the top. This also includes Statewide, UAA, and UAS, at a total of about 351 million. UAF at 172 million is about half of this.
- The receipt authority column is a reference column; this is not what we are asking for from the state. It represents an estimate of funds that we can obtain from other private or public sources. The state likes to know that we have the ability to obtain funding elsewhere.
- Our budget ask includes three main categories: fixed costs, regulatory mandates, and high demand program requests.
- The high demand program requests align with Shaping Alaska's Future's Themes. We have a couple of items in each area including student achievement, public / private partnerships, and research and development. A few of these are prior year unfunded requests. We are asking for them again as a point to the state that we want to finish what we have started and what we have asked for in the past. Even in declining budget times we still want to show the state that we are trying to invest in important areas at UAF. This is about 1.3 million. This is a very lean request at less than 1% of our total request from the prior year.
- Capital requests are at the bottom. In previous years we have had several items in this category. This year as a priority we are only asking for completion of our engineering building and deferred maintenance. These are the two top priorities at UAF.
- This process, as it occurs from Jan - April fluctuates wildly. We will see how this pans out.
- The Chancellor's Planning and Budget Committee will also convene in Jan. This committee is made up of representatives from across UAF. It is headed by Provost Henrichs. This committee will look at the Vice Chancellor's Budget and their projected targets, with what we know today. This process will run through April. They will then bring their recommendations to the chancellor's leadership in April for refinement and to make final decisions about what will happen with each unit's budget by July.
- The legislature will work from the Governor's budget, not our original budget.
- You can access an updated version of the budget Tracker using the following link:
- <http://www.uaf.edu/finserv/omb/budget-planning/fy17/>

Statewide Transformation Team

- The Statewide Transformation Team is working at the same time.
- Work teams are being developed now to review recommendations. This could potentially impact UAF, but it is too early to tell what potential impacts this might have. President Johnsen will be hiring a consultant to look at ideas and how to implement them. This would be for July as well. There are a lot of potential changes happening over the next few months.

UAF Process Improvement Team

- UAF's Process Improvement Team has been working over the past few years on several UAF initiatives. They helped develop the results document that is posted on OMB's website. It is online in the 'Process Improvement' area under the 'Results' link. This provides a nice summary of each area that was worked on. It outlines the accomplishments and efficiencies achieved along with our savings over the years. In tight budget times, process improvement is really important.

Budget Questions:

- Budget questions or revenue generating ideas can be emailed to uaf-omb@alaska.edu or you can email Faye directly at fsgallant@alaska.edu and she will work with Briana to answer your questions.

V. OFFICERS REPORTS

A. Faye Gallant, President

Planning and Budget Committee

- Faye appointed Nate Bauer to serve as the Staff Council representative to the Chancellor's Planning and Budget Committee. Trish Winners was appointed to serve as the alternate.
- Staff Council may be tapped to provide further feedback through our representative.
- If you have any questions or suggestions for Planning and Budget, please contact Nate or Trish.
- This year, the Vice Chancellor's will put forward the cuts they are looking at, the committee will review these cuts. Information from the Vice Chancellor's will serve as the starting point. This should result in things moving more quickly than they have in the past.

Staff Council Calendar

- We have received an offer from UAF Human Resources (HR) for sharing resources for printing the calendar. They were offering to put some money towards the printing, with the addition of a note that the calendars are printed in partnership with UAF HR. In previous years, HR calendars were printed for staff who also received the UAF Staff Council calendar.
- There are other groups that print calendars for the year that may also be worth looking into.
- If Faye does not hear any concerns, she will continue to look into the possibility. No objections were raised.

Post Office Boxes

- Staff Council learned that some staff had been told that staff could not get PO Boxes at the Campus Post Office when they went to renew. This was despite there being no shortage of available boxes. The officers discussed this issue with Vice Chancellor Kari Burrell during PreStaff. VC Burrell had not heard of this concern, but she will look into it. VC Burrell also mentioned that there are ongoing discussions of where the Post Office should be placed, and who should oversee it.

Chancellor's Cabinet

- Staff Council and Faculty Senate Presidents were invited to attend Chancellor's Cabinet going forward, beginning on Dec. 15. This is a huge step towards being included in key decisions. This will hopefully set a good precedent moving forward with a new Chancellor. Faculty Senate President, Debu Misra, pushed hard for this during interim chancellor interviews. Staff Council thanked Faculty Senate's leadership for making this happen.

Staff Alliance

- Staff Alliance is expecting to see a regulation change regarding the jurisdiction of Campus Safety Officers. This does not seem to change much in practice. Right now if one of our campus safety officers responds to something off campus, there is potential for a legal challenge saying that they do not have jurisdiction. This would not change their campus duties; this would be only if responding to something off campus does not take away from their campus duties. This does not change anything in practice. It adds the legal background for current practice to continue. More information on this will be shared when available.

Furloughs

- Faye plans to meet with Ardith Lynch, UA's Interim Chief Human Resources Officer (CHRO), to raise some common questions that we have had with Furlough implementations. A lot of this came up when people were first looking at Policy and Regulations.
- If you or any of your constituents have questions regarding furlough implementation, please send them to Faye (fsgallant@alaska.edu), in the next week.
- Systemwide, all university leadership did do a furlough this year. It may be useful to look at the impact of this small furlough to see if there is anything to learn from the implementation process. For example, initially the letter that went out to systemwide leadership said that the furlough was applied against base pay. Base pay is what is used to calculate retirement. This has a negative impact on employees close to retirement. It appears as though this was worked out, but we want to see if this is preserved going forward.

Board of Regents Meeting

- Board of Regents are meeting in Fairbanks on Thurs. and Fri. of this week, in the BOR Conference Room in Butrovich. It is open, you are free to attend. The agenda has been posted online. If there are things that you would like for Faye to include in her report, email it to Faye by Tues.
- As Staff Alliance Chair, Faye will be giving the staff governance report to the BOR. She will be noting budget impacts on staff. She will also include staff achievements and highlights in her report.

B. Nate Bauer, Vice President

- For public testimony at the BOR meeting, it is often meaningful to explain exactly how cuts are impacting students directly. This is probably the most meaningful way to address the tough circumstances surrounding the budget situation.
- The Governance Coordinating Committee met last week. During this meeting they discussed proving resources to help people prepare for public testimony at BOR meetings. We are in the process of working on handout that can be used as a guide for public testimony.
- Written testimony can be submitted to the regents by people in rural locations. This will be read by the regents following the meeting.
- Additionally, if you have feedback that you would like read out loud you can email your testimony to someone in the room who can read it for you during public testimony.

VI. GOVERNANCE REPORTS**A. Leslie Drumhiller, Government Relations Director**

- ASUAF Currently working to prepare students to lobby before the Alaska State Legislature and the Board of Regents (BOR). Last week they discussed the budget with Senator Pete Kelly. Next year students will be travelling to Juneau to advocate on behalf of students to the state legislature.
- Next week, ASUAF members plan to testify before the BOR. They plan to address various issues, including Title IX and campus safety.
- As UAF continues to review academic programs it is important for students to express their concerns regarding student priorities. Students are concerned about the focus on workforce development over arts and humanities.

B. Orion Lawlor, President Elect – Faculty Senate

- Orion thanked Nate for composing the Board of Regents Testimony guidelines
- Faculty Senate has adopted a change that will put all UAF graduation requirements on a list. They hope this will be a single list of all campuses courses. UAF is scheduled to have a draft by Jan.
- The FY17 BOR budget included 200K for course redesign, it is not completely clear what this means.
- Orion is working to get more two-way interactions in Faculty Senate meetings, as opposed to one way presentations.
- In terms of calendar alignment across all campuses, right now there is some alignment between UAF and UAS, but no alignment through UAA.
- There seems to be a misconception held by the BOR that distance education is the wave of the future and extremely cost effective, but there are some concerns.

VII. BREAK**VIII. UNFINISHED BUSINESS****A. Fall Election****i. Motion to Ratify Fall 2015 Election - Approved**

a) Attachment 267-1 - Motion 2015-267-1 - Approved

- Voting for the Fall Staff Council Election closed this past Sunday.
- 20% of eligible staff voted during this election, which is about double our historical average.
- A motion and second were made to ratify the election process.
- The motion was unanimously approved.
- Newly elected Representatives will begin their term on Jan. 1, 2016.
- The results will be announced once finalized.

B. University Advocacy Committee - 'Staff Mentoring Interest Survey'

- Advocacy will be meeting with Margo Griffith from UAF Human Resources (HR) on Wednesday to discuss the staff mentoring initiative and how it might be structured. This would be internal peer-to-peer mentoring here at UAF. This would involve completely voluntary mentoring.

C. Chancellor Search Update

- The search committee met on Friday for an update and briefing. We have received a few applications so far. The deadline for submitting applications is Jan. 15. The consultant indicated that our most highly qualified applicants will likely apply close to the deadline. The chair of the Chancellor Search Committee, former provost, Paul Reichardt, is the official spokesperson for the committee. He may be a guest speaker in Feb. If you know of someone who you want to nominate, send their name to the search committee or contact Faye.

D. Committee Representatives**i. Staff Alliance Morale Committee - 2 volunteers needed**

- Staff Alliance has a new committee that will be looking at staff morale issues. This will involve sharing ideas being tried at the different universities for improving staff morale, including both ideas that are and are not working. This committee is being chaired by our UAS representatives to Staff Alliance. They are looking for committee members. Defining the scope of the committee is up in the air at this point.
- Lesli Walls and Jami Warrick volunteered to serve on this committee. If anyone else is interested in being involved, please contact Faye. This would be a good committee for rural representatives as well since this committee only meets electronically or by phone.

IX. INTERNAL COMMITTEE REPORTS**A. Elections – Brandi Marrero, Chair****i. Attachment 267-9: Dec. Committee Report****B. Membership and Rules - Trish Winners, Chair**

- The committee met on Nov. 17. They continued to review the bylaws. They expect to bring a motion to the February meeting reflecting corrections and updates. They also received feedback from new reps last year expectations and roles on Staff Council were unclear. The Executive Board felt M&R was a good group to work on this. The committee is drafting a "Roles, Responsibilities and Expectations" document to bring to a future Staff Council meeting for discussion. The next meeting is Tuesday Dec. 15 on Google Hangout.

C. Rural Affairs - Chris Brooks, Chair**i. Attachment 267-7: Dec. Committee Report**

- The committee is working to identify expectations of staff on the campus smoking ban that goes into place on Dec. 31, and how will this be enforced.
- The committee is compiling a survey to solicit more information from rural campus staff.
- Nate and Faye discussed the tobacco free expectations with Interim Chancellor Powers and VC Burrell. Faye and Nate requested more information and communication regarding enforcement.
- The BOR Policy and Regulations on smoke free campuses are for soft enforcement. There are no fines,

fees, or explicit punishments by design. The enforcement expectation is that if you see someone using tobacco on campus that you say something. The hope is that we will slowly change the culture.

- There will be no designated smoking areas other than in personal vehicles.

D. Staff Affairs – Jane Groseclose, Chair

- The committee continued to discuss staff morale issues. They also discussed the layoff ‘grievance process’ versus ‘review process.’ They will be looking closely at the regulations to make sure the committee understand the specific wording.
- The committee is scheduled to meet next Friday, Dec. 18.

E. University Advocacy – Jami Warrick

- The committee is scheduled to meet Wed. Dec. 9

X. CHANCELLOR’S REMARKS

Budget

- The BOR approved the UA budget in Nov.
- There have been ongoing discussions with President Jim Johnsen and the Governor’s Office concerning contingency planning. Contingency planning is underway. We expect to see the governor’s budget any day now. By the end of April, we expect to be about 80% complete with budget planning, with everything finalized in June 2016. This is the general timeline.
- Provost Henrichs and the vice chancellors are currently working with unit leadership on the FY17 budget. They will submit their proposals to the Planning and Budget Committee in Jan. The Planning and Budget Committee will assess these and submit their recommendations to the Chancellor’s Cabinet at the end of March. Final decisions are expected April through June.

Governance Representation at Chancellor’s Cabinet

- Relative to shared governance, one of the initiatives Faculty Senate President, Debu Misra, wanted to promote was continued opportunities for governance representation on Chancellor’s Cabinet. Interim Chancellor Powers has invited faculty, staff, and student governance to attend this with deans and directors.

Board of Regents Upcoming Meeting

- BOR meets Thurs and Fri this week with public testimony both days. Typically this is limited to 3 min. Chief Doug Shrage is an example of how you can promote an initiative and make headway. In the past, every single opportunity, on all campuses, someone from the Fire Dept. testified about the need for a new fire station. We are in the midst of a budget crisis, but his initiative was promoted and endorsed by the most conservative member of the regents, from, what Interim Chancellor Powers sees as, Chief Schrage’s persistent, thoughtful advocacy through his firefighters across the state. We are coming up to a BOR meeting. If there is something, be it tuition, the budget process, or this incredible effort related to advising, that is important to you, use this as an opportunity to present your concerns to the regents. Chancellor Powers does not want to suggest or orchestrate anything with the regents, but he wants to highly encourage people to use this as an opportunity to tell their story and highlight some of the great things that are going on.
- Make sure your comments are thoughtful, straightforward, and factual. Histrionics and drama get you nowhere. Thoughtful well represented, fact based testimony is always appreciated.

Employee Engagement Survey

- Interim Chancellor Powers’ experience on engagement surveys is that you know exactly when the results will be compiled, how they will be rolled out, when action planning starts, and how you will follow up with action planning. The engagement survey currently underway is a bit of a first. We find ourselves a little behind the wheel. The results are still being compiled, but he wants the results to be distributed before break. In Jan, we can move forward with planning. Having come to this a little late in the process, he has a different perspective on how things work. They will bring this up next Monday at cabinet when we have faculty, staff, and students

present to discuss the roll out process and what to look for in action planning.

- His understanding is that results will go out as a direct email or will be posted online. We should expect a specific email about where to find the results, what the expected action steps are and a rough timeline.

XI. STAFF ACHIEVEMENTS AND HIGHLIGHTS

A. Staff Council Representatives Completing Terms

- Staff Council extended thanks to the following Representatives whose terms end Dec. 31, 2015:
 - Jami Warrick (Unit 4 – IAB)
 - Mercedes Anderson (Unit 6 – SFOS)
 - Chris Brooks (Unit 6 – SFOS)
 - Kim Eames (Unit 8 – CLA)
 - Jessica Armstrong (Unit 10 – CNSM)
 - Jessica MacCallum (Unit 12 – Admin Svcs.)
 - Celena Brown (At-Large)

XII. NEW BUSINESS (none)

XIII. ANNOUNCEMENTS

A. Board of Regents Public Testimony

i. Attachment 267-2: Memo Regarding Public Testimony at Dec. Board of Regents Meeting

ii. Attachment 267-3: UA Board of Regents: Public Testimony Tips

- The UAF Governance Coordinating Committee will be sending out a memo encouraging people to take the time to participate in public testimony at this week's Board of Regents meeting along with a sheet of do's.
- The information being provided is not prescriptive in any way; it is just information to help you prepare if you choose to use it. You can speak on any topic you wish during public comment.

B. UA Statewide Leadership Transitions

- There were two recent resignations in Statewide leadership that were effective immediately - Erik Seastedt, Chief Human Resources Officer, and Ashok Roy, Chief Financial Officer. It is common with a new president to see such changes in leadership. This hopefully marks the beginning of a new paradigm in the functioning of these offices. They are currently recruiting for these positions. Faye is working to clarify the role of governance in the hiring process and hoping to remedy this with a Staff Alliance member on the committee. This is a critical position to staff. We work closely with the Chief Human Resources Office for policies, procedures, , compensation, etc.. She hopes to have updates on this soon. They are looking to fill this position quickly. We Have Ardith Lynch as the Interim CHRO. On the finance side, the interim is Controller, Myron Dosch. This position touches a little less directly on staff.
- When Erik Seastedt was hired three years ago, Staff Alliance was invited to the presentation he gave before he was hired and given an opportunity for comment. In Faye's meeting with President Johnsen on Friday, he indicated that he will look into the committee. He did not make any promises, but understood Faye's concerns. They will likely have forums and for governance to weigh in on final candidates.

C. Employee Engagement Survey - covered in Chancellor's Remarks

- See 'Chancellor's Remarks' above for more information

D. PageUp Implementation Timeline

- They were initially looking to implement in Jan., it is now expected to roll out in the Spring Semester. There was a staff change at the company providing the software, which caused a slight delay. As we receive more updates they will be shared. Send questions or concerns about this to Faye (fsgallant@alaska.edu).

E. UA Tobacco Free - Dec. 31, 2015

- UAF goes tobacco free Dec. 31, 2015. When we return from Holiday break campus will be tobacco free.
- If you have any additional suggestions regarding additional places where signage would be helpful, submit them to Brad Krick at bpkrick@alaska.edu. Fresh Air Campus Committee will meet this Thurs.

XIV. INTERNAL AD HOC COMMITTEE REPORTS**A. Performance Evaluation Joint Campaign Ad Hoc Committee****XV. EXTERNAL STATEWIDE COMMITTEE REPORTS (written only)****A. Staff Alliance- Staff Health Care Committee (SHCC) – Lesli Walls, Rep; Stacey Howdeshell, Rep; David Bantz, Alt; Sue Mitchell, Alt**

- i. Attachment 267-4: Dec. Committee Report
- ii. Handout 267-3: SHCC Meeting Notes from Dec. 3, 2015

B. Staff Alliance Compensation Working Group – Brad Krick, Chair; Faye Gallant; Janine Smith; Mike Cox

- The committee is scheduled to meet this Wed., Dec. 9.
- Tara Ferguson, UA Compensation Director, is expected to meet with Staff Alliance on Tues, Dec. 8.
- Usually the Staff Alliance's Compensation Committee conducts research and suggests a staff compensation increase for the two fiscal years in advance (in FY16 they will be suggesting compensation increases for FY18). In past years they have also suggested options for alternative non-monetary increases.
- They committee will work on finding a suitable number, but they want to really push on the structure. Our salary schedules have 1% increments, but largely these are not used. The committee would like to have UA clarify what the intent is with our salary structure.
- In a few years, when there is hopefully money to hire people again, staff who have stayed years through the lean times are going to be at a disadvantage because they have never moved in the salary structure. New hires will come in and will be able to negotiate for more pay than those who have been here for years.
- In comparing our increases to Anchorage CPI, from what Brad can tell, our compensation increases for the last 10, or so, years really just meet CPI. In other words, our compensation increases have just held our buying power steady. In fact, we are probably losing buying power if factor in health care. We are just keeping pace with inflation; we are not truly increasing our earnings. These are not really raises; they are just keeping us from losing money over time.
- Brad Krick was thanked for being willing to chair this Staff Alliance committee.
- Brad would like to hear how common it is for supervisors to put in for merit based pay increases. Some indicated that in the current budget situation merit based pay increases are not being encouraged. Others said it is rarely even mentioned as a possibility. Some even view the concept of merit based pay increases as a joke, that these do not really occur. You can also let Brad or the Staff Council Office know if you wish for your feedback to be confidential.
- You cannot get a merit based increase if you have not received an annual evaluation over the past year. Merit based increases for staff without a performance evaluation over the past year would be denied. Page Up should help determine who has received a performance evaluation.
- Historically, in UA's previous pay paradigm, step increases were tied to receiving at least a satisfactory performance evaluation. This went away long before we went to the 1% salary grid. The previous administration did not want to tie pay increases to performance evaluations. It is important for us to pursue determining what the relationship is between performance evaluations and pay increases.
- President Johnsen's starting point is that compensation should be tied to job duties and complexity and that

performance based compensation should be rewarded with one-time compensation - i.e., bonuses. If your job changes in terms of expectations, then a compensation adjustment based on this would be appropriate.

XVI. EXTERNAL UAF COMMITTEE REPORTS (written only)

- A. Accreditation Steering Committee - On Hiatus**
- B. Chancellor's Advisory Committee for the Naming of Campus Facilities - Jesse Atencio, Rep**
- C. Chancellor's Diversity Action Committee (CDAC) – On Hiatus**
- D. Chancellor's Planning and Budget Committee - Nate Bauer, Rep; Trish Winners, Alt**
- E. Chancellor Search Committee - Faye Gallant, Rep**
- F. Fresh Air Campus Challenge Committee – Brad Krick, Rep; Sue Miller, Alt**
 - i. Attachment 267-6: Dec. Committee Report**
- G. Master Planning Committee (MPC) – Brad Krick, Rep**
 - i. Attachment 267-8: Dec. Committee Report**
- H. Meritorious Service Award Committee – Connie Huizenga, Rep**
- I. Parking Appeals Committee (PAC) - Brad Krick, Rep**
 - i. Did not meet**
- J. People's Endowment Committee – Jessica MacCallum, Rep**
- K. RISE Board – Ian Olson, Rep**
- L. Staff Appreciation Day Planning Group – Ashley Munro & Maria Russell**
- M. Sustainability in Dining Committee - Mathew Mund, Rep**
 - i. Attachment 267-5: Dec. Committee Report**

XVII. UAF AD HOC COMMITTEE REPORTS (written only)

- A. Training & Employee Development Working Group Update - Jessica MacCallum**

XVIII. ROUND TABLE DISCUSSION (off record)**XIX. ADJOURN**

- The meeting was adjourned by President Faye Gallant at 11:07 AM.**

University of Alaska Fairbanks

Staff Council

Motion 2015-267-1

Approved

MOTION

The UAF Staff Council moves to ratify the 2015 Fall Staff Council Election.

EFFECTIVE: Immediately

RATIONALE: The Elections Committee has reviewed and certified the election results.
Newly elected representatives officially begin their two-year terms on
January 1, 2015.



Faye Gallant, UAF Staff Council President

12/16/15

Date

M E M O

TO: UAF Faculty, Staff, Students

FROM: Faculty Senate, Staff Council, Associated Students of UAF

DATE: November 25, 2015

RE: Board of Regents Public Testimony, Dec 10-11, 2015

The leaders of UAF's shared governance organizations are inviting their constituent members to prepare commentary for presentation during public testimony at the upcoming Board of Regents (BOR) meeting in Fairbanks December 10-11, 2015.

Public testimony is scheduled for 9-10am on Thursday, December 10 and 10-11am on Friday, December 11. Sign up sheets will be available beginning at 8am both days in Butrovich Room 109. Full agenda are available at alaska.edu/bor.

Employees and students are asked to share their unique, diverse perspectives with regard to recent budgetary challenges at the University of Alaska Fairbanks. Bearing in mind UAF's primary mission to "*educate students for active citizenship and prepare them for lifelong learning and careers*," commenters are urged to prepare statements emphasizing personal knowledge and expertise about the student experience at UAF, including ways student life and work may have changed in the face of constrained resources and services.

As Brian Rogers observed, budget cuts at UAF have resulted in "reduced services, slower response times [...], and reduced central and program support." As faculty, staff, and students, we have witnessed these changes and their effects on the diminished potential for student success across the university. We encourage our colleagues and classmates to share their stories at this time.

Testimony about extraordinary service or achievements is also welcome, and always important to share.

Please keep in mind that statements should be no longer than three minutes per individual. If multiple speakers would like to testify on the same specific issue, the Regents have asked that those speakers address the board as a group. For assistance preparing your testimony, please contact your governance representatives, or consult the attached "Do's" document.

Associated Students of UAF
UAF Faculty Senate
UAF Staff Council

UA BOARD OF REGENTS: PUBLIC TESTIMONY: DO'S

Thursday, December 10, 2015

Public Comment: 9-10am

Friday, December 11, 2015

Public Comment: 10-11am

Butrovich Building Room 109



DO

prepare your testimony in advance. Take time to deeply consider and revise your message beforehand.

DO

keep your testimony under the three-minute time limit. Focus on a single story or idea. Aim to help the Regents understand how an issue, policy, or situation presents difficulties or addresses needs for University of Alaska students.

DO

prepare two versions of your testimony, if possible: a very direct, concise version for the public comment period, and a longer version for entry as written testimony. Submit written testimony to ua-bor@alaska.edu.

DO

practice delivering your testimony in front of a mirror or an audience. Revise your message for clarity and brevity.

DO

show up on time. Sign up sheets will begin taking names at 8am both Thursday and Friday, and testimony will occur on a first-come, first-serve basis.

DO

be respectful and professional. Remember to state your name and your stakeholder position with respect to the university.

DO

try to speak clearly and make eye contact, without reading directly from your written testimony.

DO

thank the board members for their time and consideration. If you take less than three minutes, offer to answer questions.

UA Staff Alliance – Staff Health Care Committee (SHCC)

SHCC meeting notes 11-20-15

Gathered by Kathleen McCoy with additions by UAF Staff Council members of the committee

Members attending: Melodee Monson, Danielle Dixon, Gwenna Richardson, Lesli Walls, Susan Mitchell, Maureen Hunt, Kayti Coonjohn, Arthur Hussey, David Bantz, Lisa Sporleder, Wendy Miles, Stacey Howdeshell, Kathleen McCoy

Classified staff comprise 67% of those who use health care benefits and have one person on the JHCC

Key points:

- Erika Van Flein will be invited to all future SHCC meetings.
- Others to invite?
- Sara Rodewald of Healthyroads updated the council on ongoing challenges to earn points for a \$600 reduction in premium costs for plan members and spouses. She said wellness program utilization is at about 40 percent; the university would like to see it at 70 percent.
 - Suggestion made to send out more frequent reminders (especially closer to the deadlines) so that those that are participating can continue to do so.
 - Discussed the confusion around 125% Medicare rule and what 100% of covered cost means
- Majority of discussion circled around how to create more informed health plan consumers, given the difficult healthcare climate in Alaska. Ideas included:
 - A **flow chart** approach showing the path through auxiliary healthcare services [Patient Care, Best Doctors, Teladoc, Nurse Line, Premera Travel Benefit] so as to actively assist our plan members in becoming extremely consumer savvy
 -
 - A **consumer-oriented website** aimed at plan users with easy-to-find answers for their top healthcare concerns; the group had the sense that UA Benefits, while a thorough catalog for benefits and services the university offers, is still very hard for unfamiliar healthcare consumers to navigate.
 - Poster campaigns, FAQ's on website, Healthcare 101, better explanation of Wellness Benefits, short webinars, other trainings
- Can we access all through UAOnline employee tab?
- Are there health care advocates on each campus?
- Costs for pharmacy are going up next year
- Costs for health benefit, out of 5 highest cities, 4 are in Alaska

- We discussed that consumers don't look for the information until they face a situation; they often see and forget the details of information fliers that come intermittently or randomly.
- Kayti Coonjohn of UAS IT offered to virtually connect SHCC members for easier, real-time communication as we work on healthcare communication issues. Councilmembers discussed that this will be a several-year effort, and that the landscape will keep changing. Not an easy task.
- Discussion of phrasing "100% covered" which really means 100% covered of an allowed amount. Member gave example of an \$8,000 procedure covered at 100% of the allowed amount of \$400, not 100% of the procedure cost. Example of the confusion consumers face.
- Kathleen McCoy provided a short report on the JHCC meeting in Anchorage (Nov. 11-12-13). Committee members asked for easier access to JHCC reports and the group discussed where to find them.
<https://www.alaska.edu/benefits/joint-health-care-committ/> There are several good reports on our healthcare usage and state of Member health in the reports under the October and November meeting links

Action Item: SHCC voted to recommend that SHCC and JHCC create a joint taskforce to work on solutions to the extremely challenging healthcare climate in Alaska. Kathleen and Gwenna will take that forward to the JHCC meeting Dec. 2, 2015.

DOODLE POLL to be sent for meeting in about two weeks, right after JHCC.

Ad hoc Committee Report - Sustainability in Dining Committee

Staff Council Rep: Mathew Mund

Committee met on 11/17/2015

Committee Report:

The committee is looking into partnering with the Food Recovery Network to make unused food from Dining Services and donating it to local non-profits.

- There is a Federal Law that protects the donator from liabilities related to the donated food. In other words, UAF Dining Services cannot be sued if someone gets sick or injured from the donated food.
- For this to be successful, a student group needs to be formed to partner with the Food Recovery Network. The student group will be responsible for packing food, weighing and taking its temperature then transporting the food from UAF Dining Services to the non-profit.
- UAF Dining Services says that they do not have a lot of excess food due to its small batch preparation policies. Due to the small amount of waste, they suggested that they would collect and freeze the food and make it available for once a week pickups.
- There is limited funding from the Food Recovery Network for the first two semesters to help with the cost of purchasing cooling and packaging materials. After that, a permanent funding structure, such as the RISE student fee, would be needed to fund the program.

This project is in its exploration phase and needs a student group to take the lead.

**Fresh Air Campus Challenge Committee
Report for Staff Council Meeting #267
December 2015**

Brad Krick, Representative; Sue Mitchell, Alternate

FACC met on November 12. The group is scheduled to meet again on December 10.

The committee discussed a request from the American Lung Association to perform environmental scans to help gauge the before/after effect of the tobacco ban. These scans would take the form of a committee member walking around their area on campus and taking note of the number of smokers. The committee discussed the need for quantitative vs qualitative surveys, the specific goals for the survey, and whether or not these surveys would satisfy a need for us. The conversation moved to other methods of survey tobacco users on campus, including student self-reporting at Residence Life events, ASUAF polling during voting, or some other anonymous polling method.

The committee discussed whether or not we would continue to exist and/or meet regularly after our last scheduled meeting in December and after the policy goes live. We will pick up the conversation at our next meeting.

Rural Affairs Committee Meeting

Wednesday, November 11, 2015

14:00-15:00

Google Hangouts

1. Roll Call: Chris Brooks, Nicole Dufour, Evelyn Pensgard, Chad Olsen, Mercedes Anderson
2. Announcements: Stacey Howedeshell resigned from the committee.
3. Topics:
 - A. Reduced Budgets and the possible affects to the CRCD.
 - B. Discussion on surveying rural campuses and facilities. The RAF currently needs more input from constituents to set priorities to meet their needs. We are looking to give a safe avenue for reporting free from fear of retribution or other negative consequences. Committee members were asked to submit 2 questions to ask rural affairs campuses concerning their needs and well-being. These will be submitted at the next meeting in January.
 - C. Tobacco policy implementation. Enforcement and expectations.
4. Next Meeting: Wednesday, January 13, 2016, 14:00.

Chris Brooks, Chair
Mercedes Anderson
Chad Oleson
Evelyn Pensgard

UAF Master Planning Committee

Meeting Minutes

Thursday, November 19; 9am-11am
Chancellor's Conference Room (SIH 330)

Welcome and introductions

Committee Members: Kara Axx, Mathew Carrick, Jim Dixon, Nick Jansen, Laura McCollough, Gary Newman, Doug Schrage, Debby Queen, Jonathan Shambare

Guests: Mary Pagle, Jenny Campbell, Walter Crary

Veteran Memorial

Walter Crary along with Jenny Campbell and Mary Pagle presented on the proposal for a Veteran's Memorial at UAF. The ideal site has been identified as across from Reichardt. Jonathan Shambare explained the process and that the MPC will make a recommendation and a final decision. The project would be managed internally as a UAF project. Committee members discussed that the MPCs purpose is to consider how the project fits strategically into the Master Plan.

Jim Dixon moved to approve the following motion and Ian Olson seconded.

MPC recommends approval of the site location for a proposed Veteran's Memorial at the overlook across from Reichardt, with a final design to be brought back to MPC for approval .

In addition to the recommended site location MPC suggests that other areas for consideration include:

- *Coordination with Design and Construction*
- *Funding/Development strategy*
- *Alignment with Troth Yeddha' strategic plan*

Outside storage and Connex

Laura McCollough reported that she is waiting for a meeting of space committee to further address. Facilities services will create an inventory of connex locations and owners.

MPC responsibilities and duties

This item has been tabled for next MPC meeting, Jonathan Shambare requested that committee members review and be prepared to discuss.

Subcommittee and additional reports

1. North Campus: no meetings, grooming is underway, first junior Nordics met on campus Monday

2. Campus Landscape: no meetings.
3. Sustainability: Rise board and Office of Sustainability have donor passway established and will begin a fundraising campaign shortly; five open positions on the board, applications being accepted.
4. Art on Campus: no report.

Facilities Services update

Jonathan Shambare reported that he met with Fire Marshall recently to work on naming/addresses of building and roads, working with borough on this project and are approximately 90% complete; all recommendations will go through the naming committee for approval.

Public comments

None

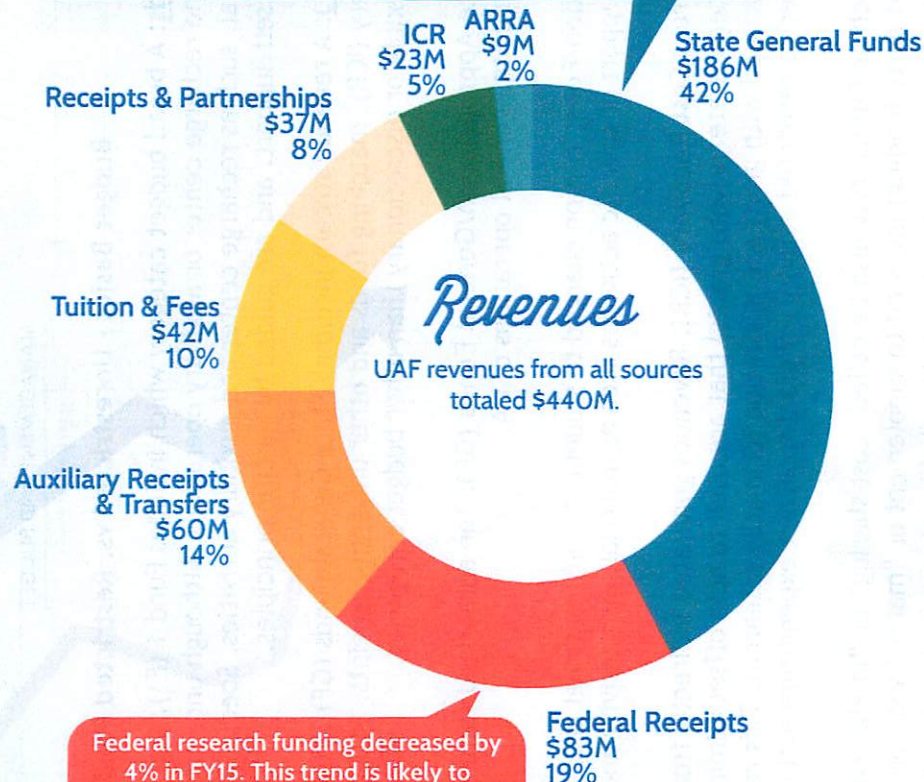
Schedule

Next meeting *Thursday, December 3 from 9 - 11 am.*

UAF Staff Council – Elections Committee
Committee Report – Dec. 2015

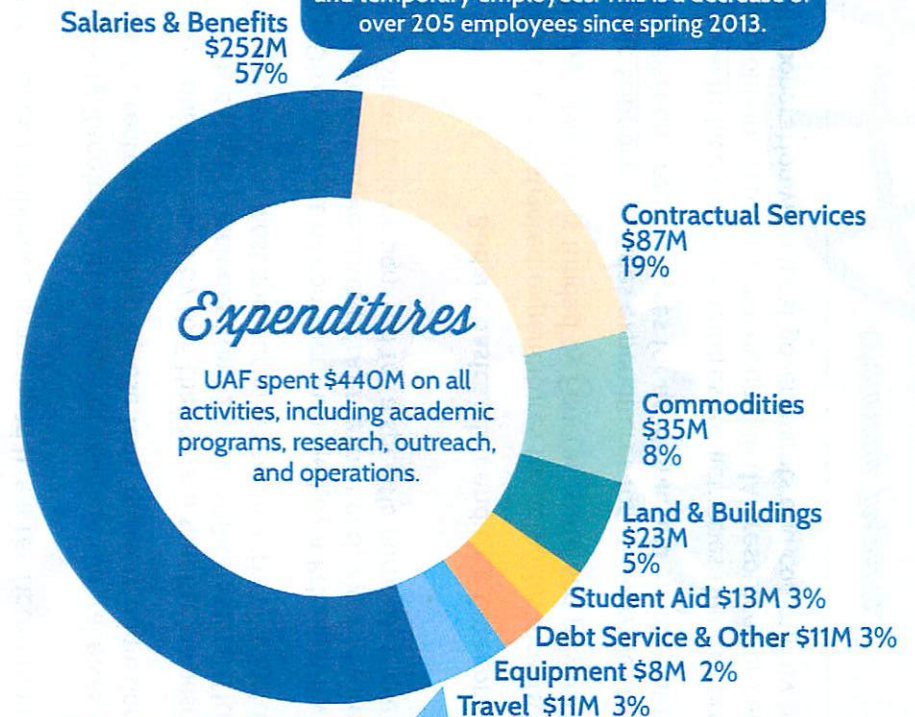
The Election Committee met on November 5th to discuss the voting process. Thanks to Phil for the hard work in getting the software running and to Nicole for getting the initial email and reminders pushed out to staff. At this point all of the voting is moving along as planned and the voting period will close on December 3rd. Per Nicole, as of 11/19 we are at 16% of votes, which is historically high for staff council representative votes. Our committee will meet again in December to discuss the outcome of the voting process.

In FY15 UAF's GF was reduced by \$8M, followed by another \$13M in FY16. Some state investments in rural student advising, energy research and unmanned aerial systems have helped retain strategic areas of importance, but UAF expects additional reductions in FY17.



Federal research funding decreased by 4% in FY15. This trend is likely to continue in FY16. UAF may explore other areas to diversify its research portfolio.

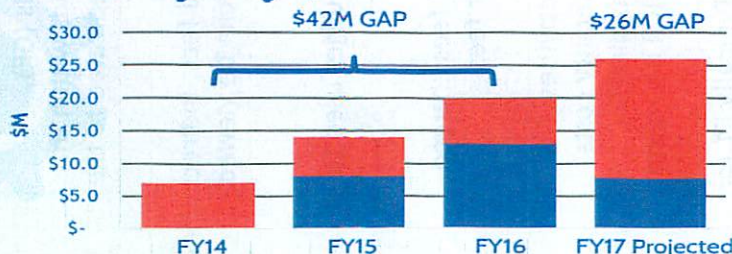
In spring 2015, UAF employed 4089 faculty, researchers, program, administrative, student and temporary employees. This is a decrease of over 205 employees since spring 2013.



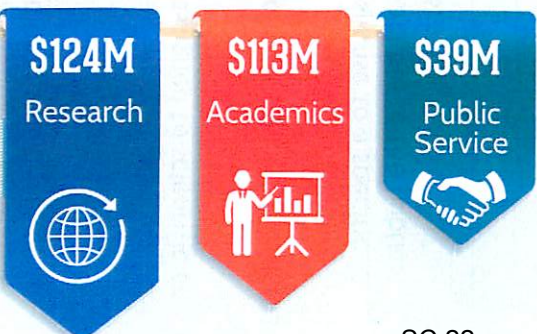
The legislature mandated a \$520K travel reduction in FY15, in response UAF exceeded this target by \$1.8M, primarily in administrative areas. Sponsored awards, research grants, and contracts support 60% of UAF travel.

UAF has managed an increasing budget gap since FY14 with no relief expected in FY17.

Budget Gaps



UAF's budget is spent in direct support of its mission to integrate teaching, research, and public service; these top categories account for **64%** of expenditures.



Budget Basics - Unrestricted vs. Restricted Funds

Unrestricted Funds: A broad budget category which includes Fund 1 (F1), State General Funds (GF), matching funds, and recharge center or auxiliary operations. Although unrestricted, some funds within this category are special, such as recharge center and auxiliary activities. Special funds remain dedicated to the cost center or are self-support, and are guided by specific principles.

- **Fund 1 (F1):** A revenue stream including State General Funds (GF), student tuition and fees, indirect cost recovery (ICR), matching funds and other university receipts. F1 includes sources can be viewed as more flexible or discretionary than other budget categories.
 - **State Appropriation/General Funds (GF):** The authorized state appropriated budget used to finance the general operations of UA.
 - **Tuition/Fees:** Tuition charged to students for instructional programs as well as fees charged in support of specific activities such as material, lab, activity and health center fees.
 - **Indirect Cost Recovery (ICR):** Revenues generated indirectly from sponsored activities (Federal/state/private grants) that are used to help offset administrative and facility costs associated with grant administration (primarily research). This revenue source is directly linked to restricted activity - if grant/contract expenditure activity decreases, ICR decreases.
 - **Matching Funds:** May also be called “cost sharing” or “in-kind contributions”. Typically F1 (or third-party funding) invested to supplement or “match” sponsored agency project costs. May be used as leverage to increase the likelihood of a funded award, or may be required by the agency. Once established is managed like a restricted fund.
 - **University Receipts:** Other types of revenue UAF receives, e.g. corporate sources, private contracts, recreational facility use fees, museum admissions and sales, and special events.

Restricted Funds: Revenues received by UAF that have a specific purpose or use defined by grantors, sponsors or donors. This category includes Fund 2 (F2), ARRA funding, Title III and state/private funded contracts or special agreements. Most sponsored research activity is included in this category.

- **Fund 2 (F2):** Often a grant or contract managed by a Principal Investigator (PI) and/or unit. Where facilities and administrative costs (F&A) are included, expenditures within these funds generate ICR revenues (F1). Since F2 is designated for a specific purpose, there is less flexibility to reallocate from these sources.

Budget Basics - Expenditure Categories

Research: Unrestricted and restricted expenditures for activities directly related or assigned to scientific or academic research. UAF research is funded by Federal, state and private sources.

Instruction/Academic Support: Includes expenditures for all activities that are part of UAF’s instructional programs such as credit/non-credit courses for academic and vocational instruction.

Public Service/Outreach: Includes expenditures for activities that are provided in response to a specific community need or problem. Typically makes unique UAF resources or capabilities available to the public. Can be produced in cooperation with local governments and community organizations.

FY17 Legislative Tracker - UAF Specific Requests

FY17 High Demand Program Requests by Initiative

Campus/UAF Priority/Program Title		FTE	State Rept. Auth.	Total
UAF Systemwide FY16 Base Operating Budget			350,787.0	913,786.5
UAF FY16 Base Operating Budget (does not include UAF portion of TVEP \$1,085.4)			172,790.9	473,470.8
UAF FY17 Governor's Base Operating Budget (TBD)			-	-
FIXED COSTS/O&M/M&R/UTILITIES/COMP/REGULATORY MANDATES				
* UAF	UAF FY17 Compensation - 2.5%		6,500.1	13,000.2
* UA	Utilities Costs - Annual Increase (Includes UAF Pure Drinking Water request \$500.0)		1,750.0	3,000.0
* UAF	Utility Replacement Funding - Loss of Trigger Mechanism (UAA \$435.0, UAF \$4,015.0, Statewide \$150.0, Total \$4,600.0)		4,015.0	4,015.0
* UAF	E-Journal Subscriptions for Rasmuson Library & Campus-wide Software Technology Tools (UAF \$600.0, UAA \$180.0, UAS \$20.0, Total \$800.0)		600.0	600.0
* UAF	Facilities Maintenance & Repair (M&R) (Est.) (UAA \$2,998.0, UAF \$1,258.0, UAS \$362.0, SW \$18.0, Total \$4,636.0)		1,258.0	2,516.0
* UAF	Engineering Building O&M (based on partial completion as % of TPC):		1,400.0	1,400.0
* UAF	Title IX Compliance - Prevent/Respond to Campus Sexual Harassment - Regulatory mandate (UAF \$205.0, UAA \$200.0, UAS \$95.0, Total \$500.0)	1.0	205.0	205.0
* UAF	Disability Support Coordinator & Services - Regulatory mandate (UAF \$150.0, UAA \$100.0, Total \$250.0)	1.0	150.0	150.0
* UAF	Compliance Officer: Research Integrity - Regulatory mandate (UAF GF/NGF \$125.0/\$125.0, UAA \$150.0, Total \$275.0)	1.0	125.0	250.0
Fixed Costs/O&M/M&R/Utilities/Comp/Regulatory Mandates Subtotal			16,003.1	25,136.2
THEME 1: STUDENT ACHIEVEMENT & ATTAINMENT				
* UAF	Course Redesign for Large Enrollment/Entry-level Classes (UAF \$100.0, UAA \$100.0, UAS \$100.0, Total \$300.0)		100.0	100.0
UAF	Complete the Establishment of the Collaborative 2+2 Alaska Veterinary Medicine Program with Colorado State University	2.0	200.0	441.0
THEMES 2 & 3: PRODUCTIVE PARTNERSHIPS - PUBLIC ENTITIES, PRIVATE INDUSTRIES & SCHOOLS				
UAF	Chemical Engineering Degree Demand to Support Alaska LNG/Oil/Gas Refining Industries	4.5	400.0	850.0
UAF	UAF Community Campus and Tribal College Partnerships		200.0	200.0
Themes 2 & 3 Subtotal			600.0	1,050.0
THEME 4: RESEARCH & DEVELOPMENT TO SUSTAIN ALASKA'S ECONOMIC GROWTH				
UAF	Understanding the Impact of Ocean Conditions on Commercial Fisheries	2.0	227.0	627.0
UAF	Energy Partnerships for Alaska's Future (ACEP)	1.0	250.0	2,250.0
Theme 4 Subtotal			477.0	2,877.0
FY17 High Demand Program Requests Total			1,377.0	4,468.0
FY17 High Demand Requests plus Fixed Costs - Grand Total			17,380.1	29,604.2
UAF FY17 High Demand Program Requests as a percent of UAF FY16 State Appropriations			0.80%	0.94%
UAF Total Base Reduction from FY16 to FY17 (as % of Total Operational Base)			-	-
Net reduction from FY16 to FY17 (includes any program additions)			-	-
FY17 High Demand Capital Requests by Initiative				
Campus/UAF Priority/Program Title			State Rept. Auth.	Total
NEW STARTS/CONTINUATION/PLANNING				
UAF	Engineering Building Completion (incl. ACEP office infill receipt authority)		34,800.0	39,800.0
New Starts/Continuation/Planning Subtotal			34,800.0	39,800.0
* UA	UA System \$50.0M; UAF anticipates approximately 62% of the UA System total, if funded		31,000.0	31,000.0
DEFERRED MAINTENANCE				
Deferred Maintenance Subtotal			31,000.0	31,000.0
FY17 Capital Requests & Fixed Costs			65,800.0	70,800.0

* Indicates joint budget request with one or more universities or the UA System

FY17 UAF Final BOR

(Approved November 2015)

SHCC met 12/3/2015 to discuss changes before the JHCC on Friday, 12/4/2015.

We discussed the proposals in front of the JHCC (Joint Health Care Committee) and voted as a group. Our two members on SHCC will take this to the 12/4/2015 JHCC meeting.

For more information see the links below:

Link JHCC www.alaska.edu/benefits/joint-health-care-committ/

The Voice www.alaska.edu/voice/2015/

SHCC voted Yes on 15.3

JHCC Motion 15.3: Retrofit Plan Option 1 (\$65, 000 total cost if the max of 100 participate)

The JHCC recommends that the University of Alaska Chief Human Resources Officer implement the Retrofit Funding Proposal 1.

- Participants pay for the required devices and a \$20/month copay for the 6-month program.
- The cost to the health plan will be \$440/participant for the first three months and \$240/participant for the second three months of the program.
- Participants have the option to continue on a maintenance program beyond the 6-month program at their own expense (\$44/month).
- The minimum number of participants will be 40 and the maximum will be 100.

With less risk factors for our members, Retrofit will be a great benefit to those participating and will lower health care costs in the long run.

SHCC voted Yes on 15.4 (puts UA in compliance with the federal government)

JHCC Motion 15.4: CDHP Deductibles and Out of Pocket Maximums

The JHCC recommends that the University of Alaska Chief Human Resources Officer implement new CDHP deductibles and out of pocket maximums for the FY17 plan year to comply with federal law as follows:

- Deductible – Individual: \$1,500
- Deductible – Family: \$3,000
- Out of Pocket maximum – Individual: \$5,000
- Out of Pocket maximum – Family: \$6,850

SHCC voted NO on 15.5 (want to phase in the increases rather than do abruptly- not acceptable for a huge increase in one year for a population that can ill afford it)

JHCC Motion 15.5: Increase in 750 Plan and HDHP Pharmacy Individual and Family Maximums

The JHCC recommends that the University of Alaska Chief Human Resources Officer implement increases of the 750 Plan and HDHP pharmacy individual and family maximums for the FY17 plan year as follows:

Out of Pocket maximum – Individual: \$1,700

Out of Pocket maximum – Family: \$2,700

Here is the last JHCC proposal on incentive changes for wellness program. It keeps the wellness points you need to earn the same.

For folks who can meet three biometric standards out of 5 in FY17, they don't have to work for points the next year but still need to do Personal Health Assessment. See yellow below. This is meant to reward the healthy.

Motion 15.6: Wellness Program Plan Design for FY17 for FY18 and FY19 Employee Contribution Rebates

The JHCC recommends that the University of Alaska Chief Human Resources Officer implement the following wellness program plans designs for FY17, FY18 and FY19:

UA Wellness Program On-Going Plan DesignFY17 Wellness Plan

- Dates: 5/1/16—4/30/17
 1. Program actually starts (website updated) on 7/1/16
 2. look-back for all activities to 5/1/16
- Eligible: Any employee, spouse/FIP currently on UA Choice Health Plan
- Requirements:
 1. Complete PHA
 2. Get biometric screening
 3. Earn 5 additional points
- Incentive Reward: \$600 per person
 1. Paid-out over FY18
- **Additional Considerations:**
 1. If 3 out of 5 biometric metrics are met, member will also earn rebate for FY19, and only have to complete PHA (personal health assessment) in FY18

FY18 Wellness Plan

- Dates: 5/1/17—4/30/18
 1. Program actually starts (website updated) on 7/1/17
 2. Look-back for all activities to 5/1/17
- Eligible: Any employee, spouse/FIP currently on UA Choice Health Plan
- Requirements:
 1. PHA
 2. If 3 out of 5 biometric metrics were not met in FY17, then biometrics must be completed again
 3. If 3 out of 5 biometric metrics were not met in FY17, then 5 additional points will also need to be earned
- Incentive Reward: \$600 per person
 1. Paid-out over FY19

FY19 Wellness Plan (tentative, subject to change)

- Dates: 5/1/18—4/30/19
 1. Program actually starts (website updated) on 7/1/18
 2. Look-back for all activities to 5/1/18
- Eligible: Any employee, spouse/FIP currently on UA Choice Health Plan
- Requirements:
 1. PHA
 2. If 3 out of 5 metrics were not met in FY18, then biometrics must be completed again
 3. If 3 out of 5 metrics were not met in FY18, then 5 additional points will also need to be earned
- Incentive Reward: \$600 per person
 1. Paid-out over FY20