

AGENDA
UAF STAFF COUNCIL #276
Monday, Nov. 7, 2016
8:45 - 11:15 AM
Wood Center Ballroom
Google Hangout

- I. 8:45 - 8:50 CALL TO ORDER & ROLL CALL**
 - A. Call to Order
 - B. Roll Call
 - C. Approval of Staff Council Meeting #276 Agenda
 - D. Green Dot Minute
- II. 8:50 - 9:00 STATUS OF PENDING ACTIONS (none)**
- III. 9:00 - 9:05 PUBLIC COMMENT**
- IV. 9:05 - 9:20 OFFICERS REPORTS**
 - A. Faye Gallant, President
 - B. Nate Bauer, Vice President
- V. 9:20 - 9:30 GOVERNANCE REPORTS**
 - A. ASUAF Report - Colby Freel, President, ASUAF
 - B. Faculty Senate Report, Chris Fallen, President Elect, Faculty Senate
- VI. 9:30 - 9:50 UNFINISHED BUSINESS**
 - A. Univ. Advocacy's Staff Mentoring Interest Survey (No update)
 - B. Staff Volunteer Day Proposal Discussion
 - C. UA Strategic Pathways <http://www.alaska.edu/pathways/>
 - D. Single Accreditation
 - E. Budget Update
 - F. Furlough & Leave Accrual
 - G. Employee Giving Initiative
 - H. Committee Representatives:
 - i. Master Planning Committee Rep Needed
 - ii. Membership & Rules - Committee Chair or Co-Chairs Needed
 - iii. UA Staff Alliance Compensation Working Group - Rep Needed

VII. 9:50 - 10:00 GUEST SPEAKER

A. Summer Sessions

VIII. 10:00 - 10:10 BREAK**IX. 10:10 - 10:15 STAFF ACHIEVEMENTS AND HIGHLIGHTS****X. 10:15 - 10:30 CHANCELLOR'S REMARKS****XI. 10:30 - 10:50 NEW BUSINESS**

A. Gender Inclusive Workgroup Representative Needed

B. UA Staff Make Students Count Award

i. Nominations will open in Dec. (earlier than previous years)

C. Notice of Staff Council Special Election for Vice President

i. Opening of Nominations

ii. Voting will take place at Dec. 5, 2016 Staff Council Meeting #277

D. UA Travel Restrictions Update

i. Attachment 276-4: Memo from President Johnsen RE Updated Travel and Hiring Procedures (Oct. 24, 2016)

E. Nov. Board of Regents Meeting - Public Gathering

i. Public Gathering: Thurs., Nov. 10, 5:30 - 7:00 p.m. Globe Room, 215 Elvey Bldg.

ii. Attachment 276-1: Public Testimony Tips

F. UAF Human Resources: Building a Stronger University

i. Attachment 276-3: Memo from Brad Lobland, Director, UAF Human Resources RE Building a Stronger University

G. 2017 Staff Council Meeting Schedule - Discussion

i. Attachment 276-11: 2017 Meeting Schedule - DRAFT

H. Carolyn Sampson Memorial Scholarship

i. Representatives needed to review applications

I. UAF Chancellor's Cornerstone Award Nominations

XII. 10:50 - 11:00 INTERNAL COMMITTEE REPORTS

A. Elections – Brandi Marrero, Chair

i. Did not meet

B. Membership and Rules - Chair Vacant

i. Chair or Co-Chairs needed

ii. Committee did not meet

C. Rural Affairs - Chris Brooks, Chair

- i. Attachment 276-2: Nov. Committee Report
- D. Staff Affairs – Jane Groseclose, Co-Chair & Samara Taber, Co-Chair
 - i. Attachment 276-5: Nov. Committee Report
 - ii. Communications Subcommittee - Samara Taber, Chair
 - a. Did not meet
- E. University Advocacy – Jami Warrick, Co-Chair, Co-Chair Vacant
 - i. Attachment 276-7: Nov. Committee Report

XIII. INTERNAL AD HOC COMMITTEE REPORTS (none)

XIV. EXTERNAL STATEWIDE COMMITTEE REPORTS (written only)

- A. Staff Alliance- Staff Health Care Committee – Lesli Walls, Rep; Stacey Howdeshell, Rep; David Bantz, Alt; Sue Mitchell, Alt
 - i. Attachment 276-6: SHCC Flyers
 - ii. Attachment 276-8: Nov. Committee Report
- B. Staff Alliance Compensation Working Group – Inactive
- C. Staff Alliance Morale Committee - Lesli Walls, Rep; Jami Warrick, Rep

XV. 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
 - i. Representative did not submit a report
- C. Chancellor's Diversity Action Committee (CDAC) – On Hiatus
- D. Chancellor's Planning and Budget Committee - On Hiatus
- E. Employee Engagement Subcommittee - Kara Axx, Carrie Santoro, Lesli Walls, Jami Warrick
 - i. Attachment 276-10: Nov. Committee Report
- F. Fresh Air Campus Challenge Committee – Brad Krick, Rep; Sue Miller, Alt
 - i. On Hiatus
- G. Master Planning Committee (MPC) – Brad Krick, Rep
 - i. Attachment 276-9: Nov. Committee Report
- H. Meritorious Service Award Committee – Connie Huizenga, Rep
 - i. Representative did not submit a report
- I. Parking Appeals Committee (PAC) - Brad Krick, Rep
 - i. Did not meet
- J. People's Endowment Committee – Lena Krutikov

- i. Did not meet
- K. RISE Board – Ian Olson, Rep
 - i. Representative did not submit a report
- L. Sustainability in Dining Committee - Mathew Mund, Rep
 - i. Representative did not submit a report
- M. Work Life Balance Committee - Inactive

XVI. UAF AD HOC COMMITTEE REPORTS (none)

XVII. 11:00 - 11:15 ROUND TABLE DISCUSSION

XVIII. 11:15 ADJOURN

UA BOARD OF REGENTS: PUBLIC TESTIMONY: DO'S

Monday, October 31, 2016
Public Comment: 4-6pm
Teleconference: 1-866-726-0757

Thursday, November 10, 2016
Public Gathering: 5:30-7pm
University of Alaska Fairbanks, Globe Room, 215 Elvey Building

**DO**

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

DO

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

be on time. Testimonies will be heard in the order participants arrive.

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.

Committee: Rural Affairs Committee

Submitted By: Chris Brooks

Committee Chair(s):

Meeting Date: 10/12/2016

Present: • Chris Brooks• Chad Oleson• Kimberly Knudsen• Lena Krutikov

Excused: N/A

Absent: N/A

Guests: N/A

Report:

2. Announcements: None3. Unfinished Business/Updates• CRCD Meeting Schedule – Update on scheduling CRC Linda Joule from CRCD will speak at our next meeting.• Nome Fiber Access – Update on delivery of high-speedExpected to be live Spring 2017. OIT is following progress4. New Business:Initiate Department Safety Coordinator Program at Rural5. Discussion Items: None6. Next Meeting: Wednesday, November 9, 2016 14:00 to 15:00.

Action Items / Follow Up: N/A

Next Meeting **Date** 11/9/2016 **Time:** 2:00 PM

Location: Google Hangouts

Meeting available by Google Hangout: YES

TO: Deans and Directors

FROM: Brad Lobland, Human Resources Director

DATE: October 24, 2016

RE: Building A Strong University Through Trust

Trust increases how quickly things are accomplished, despite complexity or uncertainty. Trust is the cornerstone of every important relationship, and is a crucial element in employee engagement.

Working with others in a genuine, helpful way while keeping the best interest of others at heart is behavior that is crucial in building trust between self, employees, departments, customers and all other external stakeholders:

- 4 cores that are needed for trust: Integrity, intent, capabilities and deliverable results – Speed of Trust
- Trust is built over time through multiple consistent deliverable interactions
- If both parties, feel they are entering a win-win situation both will be more willing to work finding solutions to problems that arise
- Promote an environment of safety for all stakeholders and keep communication lines open, respectful, and professional
- Recognize employees frequently who exemplify safe, respectful, and professional interactions
- Address behavior that give others the perception of favoritism, unfairness, bullying, and is undermining trust

Recommended readings and video:

- The Speed of Trust & Smart Trust by Stephen M. R. Covey and Rebecca Merrill
- Crucial Accountability & Crucial Conversations by Patterson, Grenny, Maxfield, McMillan, and Switzler
- Why good leaders make you feel safe by Simon Sinek (11:59) <https://www.youtube.com/watch?v=lmyZMtPVodo>

If employees are struggling, please remember the university offers:

- Employee Assistance Program use link for contact information and company ID GC5901Q to sign in <http://www.alaska.edu/benefits/employee-assistance-progr/>
- A Managers Guide Handling Traumatic Events (36pgs) <https://www.opm.gov/policy-data-oversight/worklife/reference-materials/traumaticevents.pdf>

The Human Resource office is here to assist you, please contact the HR office at 474-7700:

- If you need to make an appointment or ask for assistance from a Human Resources Consultant
- For Payroll or Personnel assistance email them at: uaf-payroll@alaska.edu or uaf-personnel@alaska.edu

I have found that by trusting people until they prove themselves unworthy of that trust, a lot more happens. –Jim Burke, Former Chairman and CEO, Johnson & Johnson

Please share this memo with all supervisors in your departments and disseminate further as needed.

cc: Faculty Senate
Staff Council

James R. Johnsen, Ed.D.
President

Butrovich Bldg, Ste. 202, 910 Yukon Drive
P.O. Box 755000, Fairbanks, AK 99775-5000
Phone: (907) 450-8000; Fax: (907) 450-8012
Email: ua.president@alaska.edu
www.alaska.edu



MEMORANDUM

Date: October 24, 2016
To: UA Summit Team
From: Jim Johnsen, UA President 
Re: Updated Travel and Hiring Procedures

On January 5, 2016, I suspended non-essential travel and hiring and required approvals at higher levels. These actions were necessary given our very serious fiscal challenges.

While serious fiscal challenges remain, it is important to have an efficient approval process that allows us to carry on our business and serve our students, faculty, staff and other stakeholders. Effective immediately, the travel and hiring suspensions are modified as follows:

Travel: Procedures for approval revert to UA Regulation R05.02.060 A.3. Supervisors are instructed to exercise critical discretion in approving travel, and to prefer other options such as video meetings, on-line training, etc.

Hiring: Procedures for hiring approval are as attached for each university and Statewide. Each approval must document the business justification that considers other options to perform the function at a reduced cost (e.g., part-time instead of full time, restructure the department, or outsource).

JRJ

Attachments

Myron J. Dosch, CPA
Chief Finance Officer
Phone: (907) 450-8079
Fax: (907) 450-8071
mjdosch@alaska.edu



UNIVERSITY
of ALASKA
Many Traditions One Alaska

209 D Butrovich Building
910 Yukon Drive
PO Box 756540
Fairbanks, AK 99775-6540

October 24, 2016

TO: Statewide Departments

FROM: Myron Dosch, Chief Finance Officer

SUBJECT: Statewide Recruitment Process

The following process is in effect for recruiting a regular, temporary or term position (does not include student positions):

1. Complete a vacancy analysis form (attached), along with a memo of justification and any other information that is relevant. The form should be approved by the hiring authority and the Vice President or direct report to the President for the respective functional area.
2. Submit #1 to Statewide Budget Office.
3. Statewide Budget and Statewide Human Resources will review the request for accuracy and available budget and approve or deny the vacancy form.
4. If approved, Statewide Human Resources will submit the recruitment documents to the President for his consideration.
5. The President will report his decision to the Director of Statewide Human Resources.
6. Statewide Budget will inform the hiring authority of the President's decision.

If a position becomes vacant within six months of having been filled, there is no need to obtain Presidential approval as described above. However, fill out the vacancy form for tracking purposes and send it to Statewide Budget as described above.

UAA Personnel Hiring Process

Although the hiring freeze is lifted, the following processes will remain in effect, given the current University fiscal environment:

1. All requests to recruit for regular staff personnel must be approved by the appropriate Vice-Chancellor or Campus Director.
2. All requests to recruit for regular and regular term-appointed faculty must be approved by the Dean and Provost.
3. All requests to recruit for part-time/adjunct faculty positions must be approved by the appropriate academic Dean or Campus Director.
4. All requests to recruit for temporary and term staff positions must be approved by the appropriate academic Dean, Campus Director, or administrative Director.
5. All PD reclassifications must be approved by the appropriate academic Dean, Campus Director, or administrative Director.
6. These approvals do not apply to student positions.

September 2016

For hiring, UAF will use the following approach:

- Continue to exempt some hires from intensive review process:
 - Faculty/staff whose salary/benefits are charged wholly to restricted funds
 - Non-regular (i.e. non-benefited faculty & staff) - i.e. temps, students, etc.
- Continue reviews of all other hires case-by-case, but discontinue expectation that the Chancellor approve these hires, but instead delegate to the Provost and four Vice Chancellors.

UAS Personnel Budget Procedures and Practices



Salary Savings

Positions are budgeted with the expectation that salary savings will be generated -- primary through staff vacancies. In cases where savings are less than projected, departments and programs must balance their budgets by either increasing revenues or reducing expenditures in other areas of the budget.

The UAS Budget Office works with department and program budget managers to identify any greater-than-anticipated salary savings. These savings are collected centrally and are reallocated by the Chancellor to address one-time, non-recurring university priorities.

Legislative Requests for New Positions

The intent of the legislature is that increments for new positions will be funded at 50% of the anticipated cost. Further, the University must demonstrate that any new funding is matched by an equivalent increase in new University receipts. These requirements set a high bar for revenue generation. Departments should only seek legislative increments in cases where there is significant revenue generation potential.

Ongoing Review & Reallocation

The prospect of flat or reduced funding combined with restrictions on new positions create a growing imperative to look internally for efficiency and reallocation opportunities. For regular faculty positions, the BOR-mandated program review process provides an excellent mechanism for this analysis on an on-going basis. When a more immediate need is identified for faculty resources (e.g. with retirement or resignation), deans and directors must consider and document how that request aligns with UAS, school, and campus priorities, the need/demand for such resources, the nature of the proposed position (e.g. tenure-track or term) and prospective funding for such a position. A memo requesting to fill such position should be routed for approval as outlined below and include data about program needs, headcount/SCH, and graduates over the past four years, and the projected workload for the new faculty member.

For staff positions, departments/programs should similarly focus efforts to identify the areas of most critical need. Prior to filling a new vacancy, units should assess if the resources would be better reallocated to the identified staffing priority.

Likewise, departments/programs should work with the HR and Budget offices to assess how reducing work hours or work months might more efficiently meet the institutional need. While reduced contracts reduce salary costs, these efficiencies need to be weighed against the proportionally higher fringe-benefit costs for these positions.

Approval Requirements

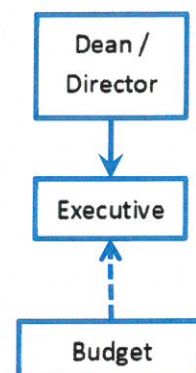
To ensure ongoing review and alignment of resources to institutional goals, UAS requires formal approval prior to substantive changes to positions, creation of new positions, or filling of vacant positions. In all cases, deans or directors begin with a preliminary conversation with their Executive Cabinet representative (i.e. provost or vice chancellor). Finalized proposals are forwarded by the executive for subsequent review and approvals.

Approval Process for New Positions, Reallocation, and Vacancies

FILLING LIKE FOR LIKE/GRANT FUNDED: Pre-approved positions with no substantive changes

Staff recruitments are approved by the senior executive overseeing the unit after consultation with the Budget Office. Justifications for staff positions are entered directly through the forms and approval routing in UAKjobs. Requests for regular faculty positions are routed through the provost and require approval from the Chancellor (or designee) with justification provided in a memo attached to the recruitment.

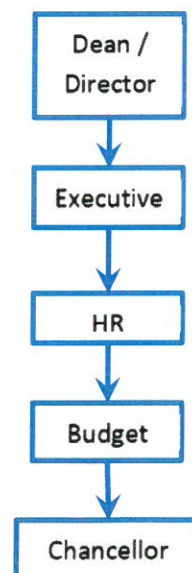
- 1) Requests must include an update of the of the position descriptor to explore any cost savings which may be achieved by restructuring the work, or reducing the salary, work time or appointment term, or collaboration with another department.
- 2) For faculty positions, the request must include the four year credit hour and head count history, and where appropriate, admitted majors and completers.
- 3) Vacancies provide ideal opportunities for restructuring and reallocation. Should other identified priorities exist for the unit, the request should explain why filling the vacancy rises above other needs.
- 4) Vacancies are expected to result in 30 to 60 days in savings in personnel costs. This assumption is built into the University budget. Any projected vacancy less than 30 days must be justified in the request for approval.



CHANGES: Reallocation for new position(s), or substantive changes to existing positions

A substantive change is a change in job family or a salary adjustment > 5%. Requests must include:

- 1) The **position level**, type of appointment and appointment term. For faculty positions, this should identify the proposed workload, and if the position is tenure track.
- 2) The **sources** of funding, space and any special equipment.
- 3) The **impact** on the department and larger UAS strategic initiatives, mission and goals. For faculty, this should include the impact on program accreditation, if applicable.
- 4) The analysis of **need**. For faculty positions, this includes:
 - Description of how the need aligns to the current program review
 - Outline of all courses (number of sections/semester) included in the program
 - Faculty resources already devoted to the program (full time and adjunct)
 - List of additional courses which will be offered and additional credit hours generated
 - Research activity that will be required, if appropriate



Requests are submitted in writing to HR for approval of the job level, term and internal equity.

Requests are then routed to Budget for approval of funding sources, and finally to the Chancellor (or designee) to evaluate the impact, need and alignment to campus mission and priorities. All three approvals are required.

Obtaining New Funding for Positions

If reallocations prove insufficient, departments/programs may request budget increments through the UAS budget request process. This begins with prioritization of the request by the appropriate dean/director, review by the provost or vice-chancellor (as appropriate), and facilitated by the UAS Strategic Planning, Budgeting and Advisory Committee (SPBAC). If the request becomes an institutional priority, it will either be submitted as part of the subsequent FY budget request, or the institution can seek funding through broader restructuring.

Committee: Staff Affairs Committee

Submitted By: Jane Groseclose

Committee Chair(s): Jane Groseclose

Meeting Date: 10/21/2016

Present: Jane, Janell, Jessica

Excused: All absent per Jane.

Absent:

Guests: Brad Krick

Report:

Staff Affairs met to discuss the accrued leave for furloughed employees issue, particularly how the regulations do not allow for equitable relative compensation for exempt vs. non-exempt staff. Prior to the meeting, I consulted with Margo Griffith on the issue as well, this year, effected non-exempt staff were compensated equitably due to a manual "loading" of accrued leave, however the regulations allow for this to not be the case in the future. We will be drafting a motion request for response on the issue.

Action Items / Follow Up: Draft Motion Request for Comment

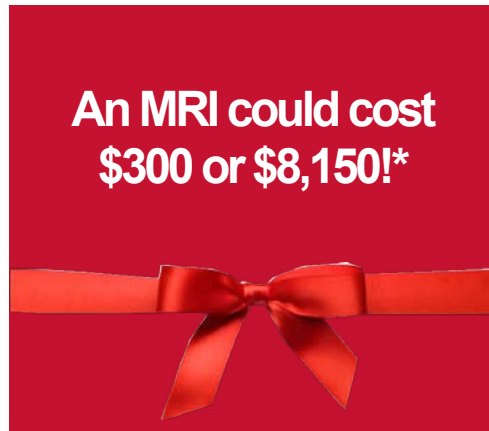
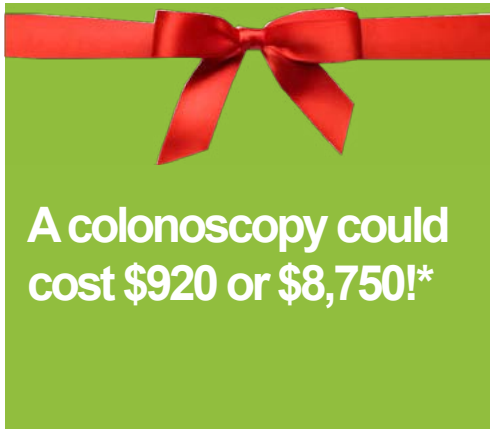
Next Meeting **Date** 11/18/2016 **Time:** 10:00 AM

Location: Rasmusen Library

Meeting available by Google Hangout: YES

Shopping for the holidays?

How about shopping for health care?



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*Based on 2014 National Health Care Data

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Online assistance form: patientcare4u.com/help

Connect:   



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SC 15

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PHONE: Call Teladoc at **855.332.4059** for help with completing your medical history over the phone.

* Teladoc operates subject to state regulation and may not be available in certain states. Teladoc phone consultations are available 24 hours a day, 7 days a week; video consultations are available 7 a.m. to 9 p.m., 7 days a week.

Teladoc® is an independent company that provides virtual medical care services on behalf of Premera Blue Cross Blue Shield of Alaska. Teladoc does not replace the primary care physician. Teladoc does not guarantee that a prescription will be written. Teladoc does not prescribe DEA controlled substances, non-therapeutic drugs and certain other drugs which may be harmful because of their potential for abuse. Teladoc physicians reserve the right to deny care for potential misuse of services.

The Real Story?

“I would still be fighting if it wasn’t for Patient Care.” Dan, a Patient Care member, felt like a weight was lifted from his shoulders after one year of enduring what was one of the most painful experiences of his life – not recovering from hip surgery, but recovering from the surprise **\$19,000 bill** he received after it.

Bounced between different hospital departments, staff members, and even a committee, Dan was ready to give up. “The stack of bills was ridiculous and no one was taking ownership,” said Dan. This went on for one year before his insurance company turned Dan’s case over to Patient Care. “**How does Patient Care work?**” Dan asked.

He found out right away when a Patient Care Advocate, Sally, called him, asked him a few questions, and told him she would get back to him soon. Within one month, Sally had resolved Dan’s case. Dan now owed his expected \$2,800 to the hospital for his in-patient hip surgery.

“**I felt like someone was finally standing up for me,**” said Dan. “With Patient Care, I had someone on my side – they took everything off my plate.”

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It can be difficult to find affordable care

Medical Travel Support Expanded Access pays you back for approved travel costs when you travel for an eligible medical procedure to any in-network hospital or surgical center outside¹ Alaska. Because the price of medical care is likely to be lower outside Alaska, your share of the medical costs will most likely be lower, too.

The most expensive healthcare is not always the best

Our goal is to balance positive outcomes with reduced costs. Customers using Medical Travel Support Expanded Access may select any in-network Blue Cross Blue Shield inpatient or outpatient facility for qualified procedures.

There are many eligible procedures

Hundreds of inpatient and outpatient procedures are eligible for Medical Travel Support Expanded Access when covered by the health plan. This benefit provides medical travel support for any procedure not on the exclusion list. All deductibles and cost shares are subject to the existing health plan.

The primary condition for participation is safety

Safety comes first. So the decision to travel must be made by the patient and their doctor. Before any procedure, consult with your doctor. Following the procedure, the doctor will determine when it's safe for you to travel home.

We help arrange your travel

Our travel partners can make air and ground travel and lodging reservations—for you and a companion.²

Travel expenses, such as round-trip airfare, all surface transportation and lodging, are partially covered for the patient and their traveling companion. All travel expenses are subject to IRS guidelines.

Before you travel

- Find out if your procedure needs a prior authorization
- Confirm that your procedure is medically necessary
- Get pre-approval to use Medical Travel Support
- Remember, medical care is subject to your plan's copays, coinsurance, and deductible

For more information, contact Customer Service at 800-364-2982.

Discrimination is Against the Law

Premera Blue Cross Blue Shield of Alaska complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

Getting Help in Other Languages

This Notice has Important Information. This notice may have important information about your application or coverage through Premera Blue Cross Blue Shield of Alaska. There may be key dates in this notice. You may need to take action by certain deadlines to keep your health coverage or help with costs. You have the right to get this information and help in your language at no cost. Call 800-508-4722 (TTY: 800-842-5357).

Español (Spanish): Este Aviso contiene información importante. Es posible que este aviso contenga información importante acerca de su solicitud o cobertura a través de Premera Blue Cross Blue Shield of Alaska. Es posible que haya fechas clave en este aviso. Es posible que deba tomar alguna medida antes de determinadas fechas para mantener su cobertura médica o ayuda con los costos. Usted tiene derecho a recibir esta información y ayuda en su idioma sin costo alguno. Llame al 800-508-4722 (TTY: 800-842-5357).

中文 (Chinese): 本通知有重要的訊息。本通知可能有關於您透過 Premera Blue Cross Blue Shield of Alaska 提交的申請或保險的重要訊息。本通知內可能有重要日期。您可能需要在截止日期之前採取行動，以保留您的健康保險或者費用補貼。您有權利免費以您的母語得到本訊息和幫助。請撥電話 800-508-4722 (TTY: 800-842-5357)。

Tiếng Việt (Vietnamese): Thông báo này cung cấp thông tin quan trọng. Thông báo này có thông tin quan trọng về đơn xin tham gia hoặc hợp đồng bảo hiểm của quý vị qua chương trình Premera Blue Cross Blue Shield of Alaska. Xin xem ngày quan trọng trong thông báo này. Quý vị có thể phải thực hiện theo thông báo đúng trong thời hạn để duy trì bảo hiểm sức khỏe hoặc được trợ giúp thêm về chi phí. Quý vị có quyền được biết thông tin này và được trợ giúp bằng ngôn ngữ của mình miễn phí. Xin gọi số 800-508-4722 (TTY: 800-842-5357).

Tagalog (Tagalog): Ang Paunawa na ito ay naglalaman ng mahalagang impormasyon. Ang paunawa na ito ay maaaring naglalaman ng mahalagang impormasyon tungkol sa iyong aplikasyon o pagsakop sa pamamagitan ng Premera Blue Cross Blue Shield of Alaska. Maaaring may mga mahalagang petsa dito sa paunawa. Maaring mangailangan ka na magsagawa ng hakbang sa ilang mga itinakdang panahon upang mapanatili ang iyong pagsakop sa kalusugan o tulong na walang gastos. May karapatan ka na makakuha ng ganitong impormasyon at tulong sa iyong wika ng walang gastos. Tumawag sa 800-508-4722 (TTY: 800-842-5357).

²Approved travel expenses are partly covered for both you and a companion. If you have a question about what expenses are allowed under this benefit, check with Premera Customer Service.

Committee: University Advocacy Committee

Submitted By: Jami Warrick

Committee Chair(s): Jami Warrick and Kara Axx

Meeting Date: 10/11/2016

Present: Jami Warrick, Lesli Walls, Kara Axx, Carrie Santoro, Susie Frei (hangout)

Excused:

Absent: Connie Huizenga

Guests:

Report:

We discussed two primary topics: updating the Volunteer Day proposal, and formation of work groups as a follow up to the Staff Mentoring initiative.

Action Items / Follow Up: The original 2015 Volunteer Day proposal will need to be edited/updated to reflect the current situation at UAF, and the committee will be working on that. I've reached out to UAF HR regarding the formation of work groups to provide a resource to staff in

Next Meeting **Date** **Time:**

Location:

Meeting available by Google Hangout:

Committee: UA Staff Alliance - Staff Health Care Committee (SHCC)

Submitted By: Lesli Walls

Committee Chair(s):

Meeting Date: 10/25/2016

Present: UAA Brenda Levesque Dave Robinson Liz Winfree UAS Gwenna Richardson Wendy Miles UAF
Lesli Walls Stacey Howdeshell David Bantz (alt) SW Alison Hayden (alt) Alesia Kruckenberg
Danielle Nelson (alt) Chrystal Warmoth

Excused:

Absent: Not Present: Erin Pikey (alt) Susan Mitchell (alt) Kayti Coonjohn (alt)

Guests:

Report:

1.FY17 Meeting Schedule Group members discussed timing and agreed to try to meet after JHCC meetings. The JHCC will have an in-person meeting in Anchorage on Nov. 18. SHCC will meet on Nov 22nd to discuss outcome of the JHCC meeting The JHCC will also meet on Dec. 7. SHCC will meet on Dec 9th. It was suggested calling special meetings if issues arise between JHCC meetings. There was general concern that holding meeting right after the JHCC could possibly create a time crunch for preparing agendas and reviewing materials.2.Committee Goals Members discussed health care posters and agreed to pursue the idea again this year (travel benefits, Teledoc, Patient Care, etc.). Contacted Erika Van Flein about vendor posters to share. (Please see attached.) Please distribute the flyers in your units in areas such as break rooms or common areas that can be seen by staff.3.Wellness program It was mentioned the Staff Alliance had discussed general dissatisfaction with the wellness program. Gwenna noted there were already changes being implemented for FY18 that will allow employees already in a healthy range to have a reduced number of requirements to qualify for the wellness rebate. Alesia noted it might also be worthwhile to review a complete elimination of the wellness program.4.JHCC Update – Gwenna, Liz, and ChrystalGwenna noted October JHCC meeting materials were distributed to SHCC members, but noted they did not hold the meeting. Best Doctors and COBRA are not up for renewal. All other vendors are up for renewal next year. If Staff Council has any comments that would like to be brought up to the SHCC please let us know

Action Items / Follow Up:

Next Meeting **Date** 11/22/2016 **Time:** 2:00 PM

Location:

Meeting available by Google Hangout: Audio

Committee: Master Planning Committee

Submitted By: Brad Krick

Committee Chair(s):

Meeting Date:

Present:

Excused:

Absent:

Guests:

Report:

Brad Krick, Representative; Alternate Not FilledMPC met on October 20. We are scheduled to meet again on November 3 and November 17. Looking for New RepresentativeStaff Council is looking for a new representative on the Master Planning Committee. Interested parties can contact Brad or Kara Axx for more information about the committee and should contact Faye if interested in serving. Committee members are appointed by the Chancellor and serve three year terms, but it is likely that any appointee would serve until the end of the current term on 9/30/2017. MPC is scheduled to meet twice a month, but in practice generally only meets once a month.Yukon Drive PlanetwalkThe MPC passed a resolution supporting GI’s goal for a planetwalk along Yukon Drive. The committee noted that Yukon Drive is scheduled for rehabilitation in 2018, which will include work on a new sidewalk. Alaska Satellite Facility Corner ReflectorASF has placed a Corner Reflector on the lawn across from the Elvey Building and would like to make it a permanent installation. The request was moved to the Landscape Subcommittee for further consideration and discussion.Emergency PhonesThe campus emergency phones were tested recently and 50% were found to be not functional. Some phones have been damaged by vehicles and snowplows. All of the emergency phones are analog and there are problems connecting that system to the digital phone system. UAF is looking into repair or replacement of the phones.Trail UpdatesThe Himalayan Trail - between the Haida Lot and the IAB Greenhouse - is 99% complete. It is lacking only a sign. The trail improvement was funded by the UAF Alumni Association.The Smith Lake Trail Extension, widening a ski trail between Sheep Creek Road and Smith Lake, is complete.

Action Items / Follow Up:

Next Meeting	Date	11/3/2016	Time:	9:00 AM
	Location:			
	Meeting available by Google Hangout:	NO		

Committee: Employee Engagement Committee

Submitted By: Jami Warrick

Committee Chair(s):

Meeting Date: 10/11/2016

Present: Michelle Renfrew and Carla Browning (facilitators), Kara Axx, Wendy Croskey, Michael Daku, Sydonia Bret-Harte, Carrie Santoro, Christina Thompson, Debu Misra, Jami Warrick and Lesli Walls

Excused:

Absent:

Guests:

Report:

This meeting was a brainstorming session to come up with methods to increase employee engagement, particularly in these challenging budgetary times. The long term goal was determined to be that we "develop a culture of respect, value, and appreciation within the University of Alaska Fairbanks". Strategies for this include:I. Build trust and mutual respect through improved two-way leadership communicationII. Provide meaningful recognition. III. Build camaraderie and foster a sense of community and pride. IV. Reduce bureaucracy and increase flexibility. V. Balance Work-Life in workload allocation. Within each of those five strategies, we outlined possible tactics to achieve our goal. The draft is being finalized and will be submitted to the Chancellor.

Action Items / Follow Up:

Next Meeting Date Time:

Location:

Meeting available by Google Hangout:

2017 Staff Council Meeting Schedule

Meeting Number	Date	Time
278	Monday, February 06, 2017	8:45 - 11 a.m.
279	Monday, March 06, 2017	8:45 - 11:15 a.m.
280	Monday, April 03, 2017	8:45 - 11:15 a.m.
281	Monday, May 01, 2017	8:45 - 11:15 a.m.
282	Monday, June 05, 2017	8:45 - 11:15 a.m.
283	Monday, August 07, 2017	8:45 - 11:15 a.m.
284	Monday, September 11, 2017	8:45 - 11:15 a.m.
285	Monday, October 09, 2017	8:45 - 11:15 a.m.
286	Monday, November 06, 2017	8:45 - 11:15 a.m.
287	Monday, December 04, 2017	8:45 - 11:15 a.m.
Call-in number: 1-800-893-8850 PIN: 8244236		
<i>All Staff Council meetings are open to the public. University employees are encouraged to attend and share their concerns and provide input.</i>		
11/4/2016		