

MINUTES  
UAF STAFF COUNCIL MEETING #106  
Tuesday, March 2, 1999  
Wood Center Ballroom

I           Bev Frey called the meeting to order at 8:35 a.m.

MEMBERS PRESENT:

Anderson, L.  
Aslam, D.  
Bender, L.  
Candler, R.  
Christensen, S.  
Downes, I.  
Enochs, K.  
Evans, C.  
Frey, B.  
Gieck, B.  
Hazelton, G.  
McClellan, L.  
Parzick, J.  
Powell, D.  
Rogers, P.  
Sanches, B. (for A. Baergen)  
Simmons, H.  
Skrob, J. (for S. Comstock)  
Thomas, M.  
White, P.  
York, R.

MEMBERS ABSENT:

Dufseth, K.  
Duvlea, P.  
Martyn, P.  
Murawsky, N.  
Poe, A.  
Rounds, P.  
Scholle, M.  
Wilson, K.

OTHERS PRESENT:

Barnebey, T.  
Mosca, K.  
Poole, J.  
Reichardt, P.  
Richardson, J.  
Schatz, M.  
Wadlow, J.  
Williams, F.

B.           The Minutes to Meeting #105 (February 3, 1999) were adopted as distributed via e-mail

C.           The agenda was adopted as distributed via e-mail.

II           COMMITTEE REPORTS

A.           Staff Training - D. Powell

The committee is currently working on the pictures for the RIP presentation. The committee has not received the longevity awards list from Personnel, but hopes to get that very soon. Also, with the Chancellor retiring, a presentation will be incorporated in the program on May 13.

The stress management training session was very well attended with 51 participants. Performance appraisals training session has been rescheduled to March 9 at 10:00 a.m.

B.           Rural Affairs - H. Simmons

The committee meeting was rescheduled to March 2 at 1:00 p.m. in the Wood Center Conference Room A. JEF's will be on the agenda and Carolyn Chapman from Personnel Services will be there to answer questions.

C.           Staff Affairs - L. Anderson

The committee addressed several items and Lydia gave an update of each item before the Council voted on the issues.

Academic Calendar 2000-01 - There was not a great deal of discussion on the proposed calendar and the committee will forward the calendar to the Council for approval.

Health Benefits - The resolution that was passed at the last Staff Council meeting was sent to Staff Alliance, President Hamilton, the Board of Regents, Statewide Human Resources, Chancellor Wadlow, and Carolyn Chapman. Representative Anderson attended a Staff Alliance meeting in February to see what was going to happen with staff benefits. The UAF resolution was read but not endorsed by the Staff Alliance. The Alliance felt the resolution had too many demands and wasn't stream lined. However, the following motion was endorse and forwarded. This motion was passed unanimously by UAA APT Council and endorsed by the UAA Assembly: Prior to initiating the bid process for selection of a health plan administering agency, the UAA APT Council strongly encourages the Board of Regents to revisit the defined contribution annual 3% inflation cap to reflect a percentage that absorbs more of the actual

costs of the health care plan.

Internal Recruitment - Last year Staff Council passed a resolution for a mandatory five days of internal recruitment. There are several departments who are counting weekends as part of these five days. The inclusion of working days clarifies the intent of the motion.

Custodial Contract - The contract is up for renewal with NPS this year. Concerns have been expressed regarding the service provided by NPS. If you have concerns about the custodial contract, contact Facility Services or Herb Morgan with the custodial department.

Chancellor Search - The committee addressed Chancellor Wadlow's recent announcement to retire. The committee felt that Staff Council should be involved in the search process and that Staff Council have a vision of what we want the new chancellor to be.

Committee Chair - Lydia Anderson was re-elected chair of Staff Affairs.

1. Motion to approve 2000-01 Academic Calendar

The motion was unanimously approved.

MOTION PASSED (unanimous)  
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The UAF Staff Council moves to approve the following 2000-01 academic calendar.

EFFECTIVE: Immediately

UNIVERSITY OF ALASKA FAIRBANKS - Fairbanks Campus  
ACADEMIC CALENDAR 2000-2001

FALL SEMESTER-2000

Registration for the 2000 fall semester begins Mon., Apr. 3, 2000  
Fee payment begins Wed., July 5  
Application for admission deadline for fall semester Tues., Aug. 1  
Orientation for new students Sun.-Wed., Sept. 3-6  
Labor Day (no registration or fee payment) Mon., Sept. 4  
Residence halls open, 9 am Mon., Sept. 4  
Financial aid disbursement begins Tues., Sept. 5  
First day of instruction Thurs., Sept 7  
Late registration begins Thurs., Sept 7  
Late registration and fee payment end Fri., Sept. 15  
Last day for 100% refund of tuition and materials fees Fri., Sept. 15  
Last day for student-initiated and faculty-initiated drops  
(course does not appear on academic record) Fri., Sept. 22  
Last day for 50% refund of tuition (only) Fri., Sept. 22  
Low grade reports for freshmen due not later than Fri., Oct. 13  
Last day to apply for 2000 fall graduation Fri., Oct. 16  
Last day for student-initiated and faculty-initiated  
withdrawals (W grade given for course) Fri., Nov. 3  
Registration and fee payment for the 2001 spring  
semester begin Mon., Nov. 13  
Thanksgiving holidays (no classes) Thurs.-Sun., Nov. 22-26  
Last day of instruction Fri., Dec. 15  
Final examinations Mon.-Thurs., Dec. 18-21  
Residence halls close, noon Fri., Dec. 22  
Grades due to the Registrar's Office Fri., Dec. 22  
Campus closed 5 p.m., Fri., Dec. 22, 2000 - 8 a.m., Wed., Jan 3, 2001

SPRING SEMESTER-2001

Application for admission deadline for spring semester Wed., Dec. 1, 2000  
Residence halls open, 9 a.m. Mon., Jan. 15  
Alaska Civil Rights Day (registration and fee payment continue) Mon., Jan. 15  
Orientation for new students Tues.-Wed., Jan. 16-17, 2001  
Financial aid disbursement begins Tues., Jan. 16  
First day of instruction Thurs., Jan. 18  
Late registration begins Thurs., Jan. 18  
Late registration and fee payment end Fri., Jan. 26  
Last day for 100% refund of tuition and material fees Fri., Jan. 26  
Last day for student-initiated and faculty-initiated drops

(course does not appear on academic record)	Fri., Feb. 2
Last day for 50% refund of tuition (only)	Fri., Feb. 2
Last day to apply for 2001 spring graduation	Tues., Feb. 15
Low grade reports for freshmen due not later than	Fri., Feb. 23
Spring recess	Mon.-Sun., Mar. 12-18
Last day for student-initiated and faculty-initiated withdrawals (W grade given for course)	Fri., Mar. 23
Registration for the 2001 fall semester begin	Mon., Apr. 9
All Campus Day (no classes)	Fri., Apr. 27
Last day of instruction	Fri., May 4
Final examinations	Mon.-Thurs., May 7-10
Residence halls close, noon	Sun., May 13
Commencement	Sun., May 13
Grades due to the Registrar's Office	Wed., May 16
Fee Payment for the 2001 fall semester begins	Mon., July 2

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2. Motion on Internal Recruitment

The motion was approved with unanimous approval. President-Elect Christensen suggested that in the future, committees proposing motions specify the intent of working days or not. President Frey thanked Representative Anderson for the fine job as chair of Staff Affairs.

Add = CAPS

MOTION PASSED (unanimous)  
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The UAF Staff Council moves to support the extension of the Chancellor's mandate, whereby a mandatory 5 WORKING days internal recruitment will be conducted for all staff positions prior to external recruitment, through December 31, 2001. It is understood that internal recruitment can be waived by the Affirmative Action Officer to comply with targeted EEO/AA goals; that is, to hire "protected candidates", i.e. Natives, women and other minorities, in a unit where they are underrepresented.

EFFECTIVE: Upon Chancellor's Approval

RATIONALE: The inclusion of "working days" clarifies the intent of the original motion which Staff Council passed at its meeting #98 on April 8, 1998 and the Chancellor signed on May 4, 1998.

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D. Elections, Membership & Rules - B. Gieck

The committee met during the cold snap and only a few members were able to make the meeting. The committee addressed term limits and having representatives from outside their unit. Concerns were expressed regarding having representatives from outside the unit. Representatives were not in favor of term limits but would address these issue at the next meeting. The committee will be scheduling another meeting shortly. If you have any comments on term limits for representation from outside your unit, contact Bob Gieck at fnreg@uaf.edu.

E. Ad Hoc Picnic Committee - J. Parzick

The Committee is up and running and Alice Baergen from Student Services and Julia Parzick from the History Department were elected co-chairs. The staff picnic will be Thursday, May 13 immediately following the staff longevity awards program. If you are interested in serving on the committee or have ideas for the picnic, contact Alice at fnajb@uaf.edu or Julia at fnjep@uaf.edu. The committee also requested that a member from last year provide input or serve on the committee. Irene Downes volunteered to help the committee since she served as chair of the Picnic Committee last year. A dunk tank is being looked at. Discussion centered around having the picnic at Wood Center. Concerns were expressed about safety with children playing on the balcony. A recommendation was made to change the location from Wood Center to the plaza by Constitution Hall. The committee will address the theme and a possible location change for the picnic. Representative York volunteered to help take items from the big cooler the day of the picnic. E-mail Julia or Alice with your ideas. A suggestion was made to have activities

for the children. Members from the Fire Department will be assisting again this year with gathering picnic tables. Also Phil Rounds and other members of the Fire Department will be getting the food. Tours of the Fire and Police Department are also being considered during the picnic.

III OTHER BUSINESS

A. Discussion on President-Elect Position for 1999-2000

It is time again to start thinking about the President-Elect for next year. Having talked to several people about the job of President-Elect and the following year as President, President Frey stated that many of you find the prospect daunting. A suggestion of co-presidents was made. The work could be shared by two people instead of one, and it might not feel quite so overwhelming. Through the two year process, first as co-presidents-elect, then as co-presidents, work could be shifted between the two people to accommodate their work schedule.

This is not without precedent. Last year the Statewide Assembly had co-presidents, and other governance groups have had them. In all the cases, the intent was to share the responsibilities, and not burn people out. If this necessitates a change to our By Laws, the Elections Committee could address that.

Discussion took place on the pro and cons regarding the possibility of co-presidents. Buyout funds and funding for travel would have to be split. This item was sent to Elections, Membership & Rules for further review.

IV President's Report - B. Frey

Y2K - Steve Smith from Statewide gave a presentation at the Board of Regents meeting. The most important areas have been taken care of or are in the process of being taken care of. Diane Marshall is the Y2K compliant officer for UAF, contact her if you have any questions. Small Business Administration has a web site on items which need to meet compliance.

Faculty Senate has requested a staff member to serve on the committee to develop criteria for the review of the chancellor. Rudy Candler from Palmer and Patty White from Testing volunteered to serve on this committee.

V The Council took a five minute break.

VI Vice Chancellor for Administrative Services Remarks - F. Williams

Aurora - Representative Downes expressed concerns from a student regarding funding for Aurora running out by the end of March. Vice Chancellor Williams stated that he received an inquiry from David Bantz about the various academic computing systems. Aurora is an old machine and maintenance costs are high. Vice Chancellor Williams asked staff what they need in the way of computing. Representatives stated that whatever server the University gets, do not change the name since a large number of user ids are already set up in address books. Also, academic web pages have been a good recruiting tool. E-mail is also a timely and cost effective way of communicating. Contact Richard Machida if you would like more information regarding Aurora.

Enhancing Food Service - The goal for food service is to have UAF selected for lunch by everyone and not just the people living in the dorms. Both Jean Richardson and Darlette Powell serve on the Think Tank for Food Service. If you have any recommendations, contact Darlette Powell at fndap@uaf.edu.

VI Chancellor's Remarks - J. Wadlow

Legislative Publication - UAF has started a new publication, This Week at UAF, for legislators and other supporters of UAF. The publication will send out the message of what is going on at UAF without depending solely on the media. The publication incorporates the good things that are going on, as well as what will continue or what will not continue depending on the level of funding. The publication includes such information as the UAF student investment fund out performed S&P500 and NASDAQ

with a 67% return for 1998. This project, headed by Professor Mary Lindahl, is possible by private gifts that UAF earmarked for this unique learning instructional project. The students funded scholarships with last years returns. The publication also included information regarding deferred maintenance and code correction funding. The Museum expansion campaign has received \$50,000 from Alaska Airlines and \$58,000 from Key Bank. The new student recruiting TV ads were highlighted in the publication. The ads were privately funded. These are just a few of the items included in This Week at UAF. Representatives requested that This Week at UAF be included on the web.

VIII GUEST SPEAKER - Provost Reichardt

As chief academic officer, Provost Reichardt started out his presentation with a pop quiz. He asked staff to recite the UAF mission statement. Thus far the Faculty Senate and Provost Council were unable to recite the mission statement. This document is very important for re-accreditation purposes. The on-site accreditation review is scheduled for October 2001. Dana Thomas has been appointed as the lead person working on this issue. The mission statement will have to be addressed. A more focused statement that speaks to the essence of UAF may be a better approach.

The next two years will be used for planning and focus on for the next dozen years. The accreditation process has a set of nine standards which includes educational program and effectiveness, library and information resources, governance and administration, finance, and physical resources. Accreditation looks at the entire range of the institution and how does what is going on support the mission of UAF. Everyone will be involved in this re-accreditation. There will be some task forces which will address re-accreditation and staff will be represented on these task forces. The self study report is due to the Northwest Accreditation Association in the spring of 2001.

President-Elect Christensen asked if this information will be included on the web for staff review. The Provost has requested an electronic copy of the information from Northwest. Representatives recommended that the mission statement be condensed down.

IX GOVERNANCE REPORTS

A. Faculty Senate - M. Schatz

Faculty Senate passed three motions at the last meeting, the 2000-01 academic calendar, MFA in Art, and the post baccalaureate teaching licensing program be subject to graduate policies and regulations and the students are considered graduate students.

Madeline Schatz read her Faculty Senate president's comments as follows:

Dear Colleagues, The face-to-face Faculty Alliance, Staff Alliance, and Coalition of Student Leaders meetings in Juneau were held in conjunction with the Board of Regents meeting. This gave a great many people access to President Hamilton's presentation to the joint finance committees of the Alaska State House of Representatives and the Alaska State Senate and we turned out in force. Our new charismatic leader was very impressive in his presentation and field questions with much aplomb. Times they are a changing!

I have a few things to say about the changes in our state, our university, and on our campus. We have been facing the reality of difficult financial times in this state since my arrival in 1990-- hmmm, I wonder if there's a correlation? The university has been analyzed, criticized, exorcised, and miniaturized. We have suffered due to the lack of foresight by our legislators. As President Hamilton put it in his presentation: we needed the analysis, we rose to the occasion, we cleaned house and now we're ready for growth. The Retirement Incentive Program has decimated some of our programs and services and has "cleaned house" in others. It is time to focus on the impact of the UA system on the future of the State of Alaska. The UA system has, probably, more impact on the State than any other "industry." We are producing the leaders of tomorrow.



Two things trouble me greatly about this institution of higher learning. Many have become extremely cynical (with very good reason!) and many have lost hope. I am here to tell you that help is on its way. This is an exciting turning point in our history.

Before venturing into the realm of faculty governance, I found myself adopting an "all administrators don't know what they're doing" attitude. I was frustrated and I needed to find a place to focus the blame. Since my service as Faculty Senate president-elect and now president, I have had the opportunity to work with these "administrators." My mind has been changed drastically. I have served on the Faculty Alliance, which conscientiously lobbied the Board of Regents for faculty input on the search committee to select the new university president. I have served as Chair of the search committee to select the new provost, and I have provided faculty input to President Hamilton on the selection of a new chancellor. I have found that all of our administrators, from the Board of Regents through the president through the chancellor through the provost and deans, have been desirous of faculty input and help.

Some accuse me of being "co-opted" by the administration. Those people don't know me very well. What has happened is that I have gained a new respect of what it takes to sit in the seat of an administrator who has to try to save a sinking university system with very little help from the Legislature.

We owe a great deal to departing Chancellor Wadlow. I have had the privilege of working with her for two years. She has been dedicated to this campus and has worked tirelessly to keep our ship afloat in very shallow waters. Because she is an extremely private person many have interpreted her personality incorrectly. I will, personally, miss her very much. I credit much of the turn-around from negativity to positive in advertising to her. We were in the depths and she helped pull us up.

We are now in an exciting new era. President Hamilton's presentation to the Legislature infused new energy into our cause. Please, let us not get complacent in our responsibilities to continue our vigilant lobbying of our own legislators. As Chancellor Wadlow put it in her letter to us, it is a period of "new excitement, promise and exhilaration." I felt it in Juneau. It is time for faculty to band together to promote this new sense of "can do." It's up to us.

President Frey concurred with Madeline Schatz's statement and that she has been extremely impressed with the caliber of leadership at UAF.

B. ASUAF - J. Richardson

Board of Regents Meeting - ASUAF sent several representatives to the meeting, as well as to meet with legislators. The Coalition of Student Leaders had a pizza lunch with the members of the House and Senate Finance sub-committees.

ASUAF Senate passed a motion in support of President Hamilton's budget requesting the \$16.3 million increase to the University budget. Also, President Hamilton spoke at the last ASUAF meeting.

Lobbying - Students lobbied the legislator while in Juneau. Some experienced students lobbied individually. There also an organized group effort with alumni.

C. Alumni Association - J. Poole

Juneau Lobbying - This trip was very encouraging. Legislators listened and asked questions, which was an improvement on the past. The past mentality of cut, cut, and more cuts, is not there. Legislators listened to President Hamilton's presentation and this was a huge success. Next step is to get constituents from all over the state to contact their representatives regarding full funding by the University. The Alumni Association is working with a coalition of the other alumni groups from around the state. In October, President Hamilton had a retreat with alumni directors from around the state. There are over 20,000 alumni in the state of Alaska.

Representative Hazelton stated that alumni she is in contact with from Juneau Fisheries are not informed. Jake Poole stated

that he would get the names from Gabby and send them information. Other rural representatives were encouraged to stop by the Alumni Office for material.

Talking points will be distributed at the end of next week and representatives will receive a copy electronically.

Representative White thanked Jake Poole for the informative reports at the Staff Council meetings. Representative Gieck stated that two weeks ago he was in a village speaking with village elders and the students. They were talking about what President Hamilton is doing for the University and his letter about not abandoning the rural students.

D. Staff Alliance - S. Christensen

Staff Alliance met on February 8 to elect a new chair since UAS had new members on the committee and Marie Scholle was no longer on Staff Alliance. Shannon Christensen was elected chair.

As Chair of Staff Alliance, Shannon represented staff at the Board of Regents Human Resources Committee meeting. The Committee addressed the second reading of the proposed changes to the grievance policy and the administration's report on the proposed health benefits package. The Regents had several questions on the grievance policy, including how many grievance cases were converted to law suits in the last year (one), what objections were voiced by staff to the proposed policy (several), and questions regarding the inclusion of termination language in the latest draft of the policy. Regents requested further input from staff and administration for their next meeting.

Administration presented information on the proposed health benefits package, with questions to clarify the impact on staff, questions staff raised regarding the benefits defined, and the administration's role in defining benefits and gathering information. The consensus of the committee members was that since the Regents have made it policy to define the contribution rather than the benefits, staff should have a strong voice in proposed changes to the package. Members of the bargaining units stepped forward and stated to the committee that they have reached the same conclusion in their own research and meetings regarding health benefits.

UAA Classified and APT Councils combined proposed a motion to Staff Alliance to ask the Board of Regents to reconsider the 3% annual cap to the defined contribution for employee benefits. The motion has been forwarded to the President and upon his approval will be placed on the Board agenda.

X COMMENTS AND QUESTIONS

Tuition Increase - President Frey stated that the Board of Regents were very impressed with the students unanimous approval of a 3% increase in tuition for the next two years, which is equal to the Higher Education Pricing Index. Students stepped forward to do their part and hope the Regents will do the same.

XI ANNOUNCEMENTS

A. Upcoming Meetings - The March committee meetings were listed for the representatives convenience.

XII The meeting was adjourned at 10:55 a.m.

Tapes of this Staff Council meeting are available in the Governance Office, 312 Signers' Hall, if anyone wishes to hear the complete tapes.

Submitted by Kathy Mosca, Staff Council secretary.