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AGENDA
UAF STAFF COUNCIL MEETING #107
Friday, April 2, 1999
8:30 - 10:05 a.m.
Wood Center Ballroom

Time		Item	Length of Time
8:30	I	Call to Order - B. Frey A. Roll Call B. Approval of Minutes to Meeting #106 (March 2, 1999) C. Adopt Agenda	10 Min.
8:40	II	COMMITTEE REPORTS A. Staff Training - D. Powell (Attachment 107/1) B. Rural Affairs - H. Simmons C. Staff Affairs - L. Anderson D. Elections, Membership & Rules - B. Gieck 1. Open Nominations for President-Elect (Attachment 107/2) E. Ad Hoc Picnic Committee - A. Baergen and J. Parzick (Attachment 107/3)	5 Min. 5 Min. 5 Min. 10 Min. 5 Min.
9:10	III	OTHER BUSINESS A. Make Students Count Award - S. Christensen (Attachment 107/4)	5 Min.
9:15	IV	President's Report - B. Frey	5 Min.
9:20	V	Vice Chancellor for Administrative Services Remarks - F. Williams	5 Min.
9:25	VI	Guest Speaker - Ralph Gabrielli, Dean, College of Rural Alaska	10 Min.
9:35	VII	Governance Reports A. Faculty Senate - M. Schatz B. ASUAF - J. Richardson C. Alumni Association - J. Poole D. Staff Alliance - S. Christensen	5 Min. 5 Min. 5 Min. 5 Min.
9:55	VIII	Comments and Questions	5 Min.
10:00	IX	Announcements A. April Meeting Schedule (Attachment 107/5)	5 Min.
10:05	X	Adjournment	

ATTACHMENT 107/1
UAF STAFF COUNCIL #107
APRIL 2, 1999
SUBMITTED BY STAFF TRAINING

April Supervisory Training Schedule

April 8 - 10:00 a.m., How to Keep Employee Performance Issues from
Affecting Your Performance, Wood Center Conference Room C

Instructor: Mike Hostina, Statewide Labor Relations

This training session will focus on how to deal with less than acceptable performance/discipline. Some of the issues that will be touched on include productivity, misconduct, sexual harassment, drug and alcohol problems, ADA, etc.

April 27 - 3:00 p.m., Interviewer Strategies: Finding the Best-Fit Employee, Wood Center Conference Room C

Instructor: Todd Wheeler, Career Services

Finding the "right" employee can often be a difficult process. Ideas will be presented and discussed on interviewing skills and techniques for the INTERVIEWER, as well as emerging types/styles of interviews which can help departments select the best-fit candidate.

ATTACHMENT 107/2
UAF STAFF COUNCIL #107
APRIL 2, 1999
SUBMITTED BY ELECTIONS, MEMBERSHIP & RULES

Nominations are open for the position of President-Elect. The President-Elect will be elected from the staff at large by the representatives at the May 12 meeting. If you are interested in serving as President-Elect and would like more information, contact Bev Frey at beverly@gi.alaska.edu, Shannon Christensen at fnsllc@uaf.edu, or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 107/3
UAF STAFF COUNCIL #107
APRIL 2, 1999
SUBMITTED BY AD HOC PICNIC COMMITTEE

UAF STAFF PICNIC - "SURFIN¹ INTO SUMMER"
THURSDAY, MAY 13, 1999
4:00 TO 6:00 P.M.
COMMONS AREA BETWEEN GRUENING & CONSTITUTION HALL

UNIT 2 - College of Rural Alaska, Tanana Valley Campus, Alaska Cooperative Extension	Salads/Baked Beans
UNIT 3 - College of Natural Resource Development & Management (SME, SOM, & SALRM)	Vegetable Trays & Dips
UNIT 4 - Institute of Arctic Biology	Salads/Baked Beans
UNIT 5 - Geophysical Institute	Fruit
UNIT 6 - School of Fisheries & Ocean Sciences	Desserts
UNIT 7 - Student Services	Chips
UNIT 8 - College of Liberal Arts	Vegetable Trays & Dip
UNIT 9 - Chancellor's Office, Center for Global Change, Governance, Registrar's Office, Graduate School, Provost's Office, Summer Sessions, University Relations, Development, REPP, UA Press, Proposal Office, Institution Research, Arctic Research	Salads/Baked Beans
UNIT 10 - College of Science, Engineering & Math, UA Museum	Desserts
UNIT 11 - Facility Services, Design & Construction, Physical Plant, Utilities	Fruit
UNIT 12 - VCAS Office, Contract Services, Financial Services, Personnel Services, Safety Services, Risk Management	Chips

UNIT 13 - Library

Vegetable Trays
& Dips

ATTACHMENT 107/4
UAF STAFF COUNCIL #107
APRIL 2, 1999

MAKE STUDENTS COUNT AWARD - President Mark Hamilton is pleased to announce the first annual "Make Students Count" Award for outstanding service to students. President Hamilton will present this award during the June 3-4, 1999 Board of Regents meeting in Fairbanks.

Nomination Criteria: All full-time classified and APT staff employed by the University of Alaska anywhere in the university system are eligible to apply. Please complete the form and submit it together with a letter of nomination containing the service provided to students and three letters of endorsement from those who most closely have knowledge of the contribution made by the applicant/nominee.

Please submit nomination packets to the UAF Governance Office, 312 Signers Hall by 5:00 p.m., Thursday, April 15.

The nomination form is located on the web at:
<http://gov.alaska.edu/staff/projects/Students-Count.nom-form.pdf>

ATTACHMENT 107/5
UAF STAFF COUNCIL #107
APRIL 2, 1999

APRIL MEETING SCHEDULE

- April 2 - 8:30 a.m., Staff Council, Wood Center Ballroom
- April 5 - 11:00 a.m., Rural Affairs, Wood Center Conference Room A
- April 6 - 3:30 p.m., Picnic, Chancellor's Conference Room
- April 8 - 10:00 a.m., How to Keep Employee Performance Issues from Affecting Your Performance, Wood Center Conference Room C
- April 22 & 23 - Board of Regents, Juneau
- April 27 - 3:00 p.m. Interviewer Strategies: Finding the Best-Fit Employee, Wood Center Conference Room C