

MINUTES

UAF STAFF COUNCIL MEETING #84

Tuesday, October 8, 1996

Board of Regents' Conference Room - Butrovich

I Ron Pierce called the meeting to order at 8:33 a.m.

MEMBERS PRESENT:	MEMBERS ABSENT:
Banks, P.	Barr, K.
Bender, L.	Gramling, D.
Bergeron, B.	Murphy, L.
Boatwright, S.	Pederson, J.
Chapman, C.	Powell, D.
Enochs, K.	Sowell, P.
Gal, S.	Thomas, M.
Harris, L.	Wilson, Ci.
Howald, C.	
Johnson, J.	OTHERS PRESENT:
Jordan, S.	Boyer, M.
Leavy, D.	Lynch, D.
Matheke, G.	Masiak, D.
McDaniel, D. (for Cr. Wilson)	Mosca, K.
Oleson, B.	Olsen, R.
Pierce, R.	Rice, M.
Plowman, C.	
Ritchie, E.	
Scalise, G.	
Wilken, S.	

- B. The minutes to Meeting #83 (September 18, 1996) were approved as distributed via e-mail.
- C. The agenda was adopted as distributed via e-mail.

II Chancellor's Remarks - J. Wadlow

The Chancellor was unable to attend the meeting as she was chairing an accreditation team visit at the University of Utah.

III Vice Chancellor for Administrative Services Remarks
- M. Rice

Retirement Incentive Program - The bill is designed as a management tool and the Regents¹ approved University participation at their September meeting. The University must document savings on each individual position and a bench mark of \$1,500 is being used. A list circulated with those eligible. Employees have from November 11 - December 31 to submit their paperwork if they would like to participate in the program. The University will be assessed a 1% fee for all individuals on the list. A letter was sent to all the eligible employees asking if they will participate. If not, their name will be deleted from the list. The Regents¹ expressed concerns about retirement incentive programs and there was a clear indication that this will be the last RIP for a number of years. Also, the use of a 49% contract will be very limited. Employees who take advantage of the retirement incentive program will have to retire by June 30. Approximately 15-20% are expected to retire.

Board of Regents¹ Meeting - The speaker of the House had a teleconference with the Board and stated that their would be no capital budget for the University unless the building for the Homer campus was on the capital budget. Although the building is a high priority for a couple of the Regents¹, it is not a high priority systemwide. Discussion regarding the FY98 capital budget deteriorated between the Regents¹ in terms of who could get the most capital items for ³their campus.² The administration had put forth a very short-simple approach for the capital budget, because the Governor has made it very clear that he will not recommend more than \$7 million and a large amount of this will be deferred maintenance and code corrections. The Regents were not pleased that they were not presented their usual large (50 or so items) list of projects. Campus improvements at Ketchikan were questioned as to

whether funds were properly used for some deferred maintenance.

Rural Campus - A question was asked as the speculation of closing some of the rural campuses. Vice Chancellor Rice stated that a legislative audit on cost per-credit-hour was conducted a few years ago and did not reflect well or reality on the rural campuses. The vice chancellor does not see any weakening on the part of the Board or administration on the rural campus mission and does not see them closing. However, instruction across the state will continue to change with the increase of distance delivery and may have less faculty at rural sites. There is a national movement towards distance delivery to gain efficiency and access. Increased resources will be going to the Learning Cooperative and distance delivery and technology.

Parking - Vice Chancellor Rice was asked if it is still administrations position to make up program assessment goals through parking fees. Vice Chancellor Rice stated that this is the Regents' position and was formally passed by the Board. No increase in parking fees for this academic year means that this will delay UAF reaching our program assessment goals. It was noted also that other assumptions have not been realized. Tuition has not increased at the rates stated in program assessment. The Board would not look favorably if the administration asked for an exception on parking.

Vice Chancellor Rice expressed his appreciation for the invitation to speak at the monthly Staff Council meetings. Increased communication is very valuable.

IV President's Report - R. Pierce

A. Special Meeting on Health Benefits

Health Benefits - A special Staff Council meeting is scheduled for Wednesday, October 16 at 9:00 a.m. in the Regents' Conference Room to address health benefits. Patty Kastelic, Executive Director for Human Resources and Mike Humphrey, Statewide Director of Benefits will be reviewing national, State of Alaska, and University of Alaska health care trends. Costs for health care services are increasing due to higher charges by health care providers, increasing costs for prescription drugs, greater availability of health care services (technology and treatment) in Alaska, and an aging employee population that uses more services. The State of Alaska and the University must find ways to control the rate of annual inflation in this area. As the University considers its options, employees will need more information on the University's health care program and the opportunities for change. A general review of the elements of a flexible benefit program and the State of Alaska employees' movement to a flexible benefit program will be addressed. (All Staff Council meetings are open and the public is welcome to attend.)

A card was circulated for Pam Sowell. Pam's son in Mississippi was in a serious car accident. The Governance Office will distribute updates when they are available.

Recognition Committee - The Committee continues to meet and the Chancellor had some comments on the draft program. A draft of the program will be brought before Staff Council also.

Training Committee - The Committee is meeting weekly and is putting together a supervisory training program which Elizabeth Ritchie will address later in the meeting.

Job Evaluation Program - Announcement of the results will be delayed by about a month.

Annual Leave - Personnel Services will be sending out a notification to the employee and the supervisor who has an excess of 240 hours of annual leave and may lose that annual leave if it is not taken. President Pierce asked representatives to notify him on how this is going.

Personnel would like feedback on this process.

Internal Hire - An issue occurred last month regarding a unit bypassing internal recruitment. This issue was brought forward to Personnel and President Pierce was told that they will redouble their efforts to ensure that departments seek internal promotional opportunities prior to advertising the position externally.

Governance Reports

A. Faculty Senate - D. Lynch

The next Faculty Senate meeting is scheduled for Monday, October 14 at 1:30 p.m. The Senate has been having legislative candidates attend as guest speakers. The Faculty Alliance will meet in Anchorage on October 17 and 18. Faculty development, assessment and improvement will be the main issues. Expansion of distance delivery will be addressed. Various issues such as accreditation of a distance delivery program, technology for the distance delivery, and measuring educational effectiveness will also be addressed.

B. ASUAF - C. Wheeler

No report available.

VI Committee Reports

A. Calendar Committee - D. Masiak

The theme for the 1997 calendar will be quilts. The local quilting guild has been contacted for possible slides. Representatives were asked to forward any suitable quotes to fndtm@aurora.alaska.edu. Barb Oleson made the recommendation that a picture of a rural campus be used for the 1998 calendar. The representatives concurred.

B. Staff Affairs - G. Matheke

The committee is working on two issues, health benefits and the combination of sick and annual leave. Also, the committee continues to work on parking. Staff Affairs will be focusing their efforts on cost saving measures for parking. Representatives and their constituents were encouraged to attend the special health benefits meeting on October 16. Concerns were expressed that the University is being reactive to increased health care costs instead of being proactive and initiate a wellness program.

C. Staff Training - E. Ritchie

The committee is meeting weekly drafting a supervisory training program. A training survey was conducted last spring and the overwhelming area of concern was supervisory training. Supervisors would be required to take 10 one-hour courses in a calendar year. The Chancellor expressed her support for such a program. A list of classes is being developed and will be taught by faculty and staff and some of the topics include dealing with difficult people, time management, hiring process, performance evaluations, sexual harassment, discipline steps, budget preparation, and a needs assessment. Representatives suggested ADA as one of the topics. Representatives were encouraged to provide input throughout the program to better enhance the training program. The committee is also addressing training for the rural sites. Send suggestions to fsekr@aurora.alaska.edu. The committee will also be addressing the recognition program for staff longevity awards.

D. Elections, Membership & Rules - L. Bender

1. Elections for Odd Numbered Units

Elections for the odd numbered units will take place this fall. Nomination forms will be distributed with the October 11 paycheck and are due back in the Governance

Office on October 25. Ballots will be distributed with the November 8 paycheck and will be due back in the Governance Office by November 22. Results of the election will be announced at the December 6 Staff Council meeting.

The following positions are vacant on Staff Council. If you are interested in serving, contact the Governance Office at FYSTAFF or 7056.

- Unit 3 Kuskokwim -Alternate vacant
- Unit 7 GI - Alternate vacant
- Unit 8 IAB - Alternate vacant
- Unit 9 SFOS - Representative and 2 alternates vacant
- Unit 10 CLA, SOM, Chancellor's Office, & Summer Sessions - 2 alternates vacant
- Unit 12 Utilities - Alternate vacant
- Unit 14 Student Services - 2 alternates vacant
- Unit 16 Library - Representative and 2 alternates vacant
- Unit 17 Physical Plant Custodial - Representative and alternate vacant
- Unit 18 Physical Plant and Planning & Project Services - Representative and 2 alternates vacant

E. System Governance Council - M. Scholle

No report available.

F. Rural Affairs - B. Oleson

The meeting was rescheduled for directly following the Staff Council meeting. The committee will be focusing efforts on improving communication from the Fairbanks campus to the rural sites. A recommendation was made to see how staff can improve morale throughout the UAF system in a positive manner.

VII Comments and Questions

The Governance Office web page is available on the Internet at <http://www.uaf.edu/uafgov/www/>. The web page includes information for the Staff Council, Faculty Senate, and Governance Coordinating Committee and includes minutes and agendas. Check it out!

VIII Announcements

Northwest campus has the following position open: craft trades I.

Mark Boyer addressed the Council and asked to be a guest speaker to discuss the Governor's budget. The December 6 meeting was set for Mr. Boyer to address the Council.

Ruth Olson, coordinator of the Student Recreation Center addressed the Staff Council on various activities that are available and to promote wellness on campus. These activities include celebrate your natural size, which includes water activities; tai chi; CPR and first aid class; middle east dancing; yoga; karate; basketball; and skating. October 14 and 15 is the midnight madness which will kick off when collegiate basketball teams can start practicing. The pool, Patty Center, and SRC will be open. There will be a hot shot contest where you have 45 seconds to make as many baskets as possible. Representatives were asked to bring this information back to their constituents. The SRC hours are 6:30 a.m. - 11:00 p.m. Monday through Saturday and noon - 7:00 p.m. on Sunday. Representatives also recommended including this information on Show News and e-mail the Governance Office at FYSTAFF with a schedule of activities.

IX The meeting was adjourned at 9:55 a.m.

A tape of this Staff Council meeting is in the Governance Office, 312 Signers¹ Hall, if anyone wishes to listen to the complete tape.

Submitted by Kathy Mosca, Governance Office.

