

MINUTES  
UAF STAFF COUNCIL MEETING #96  
Wednesday, February 4, 1998  
Wood Center Ballroom

I Paula Long called the meeting to order at 8:35 a.m.

MEMBERS PRESENT:

Anderson, L.  
Bender, L.  
Candler, R.  
Christensen, S.  
Comstock, S.  
Downes, I.  
Duvlea, P.  
Enochs, K.  
Frey, B.  
Hazelton, G.  
Kocer, S.  
Leavy, D.  
Long, P.  
Magee, P.  
McClellan, L.  
Oleson, B.  
Powell, D.  
Rogers, P.  
Scalise, G.  
Segla, D.  
Stubsjoen, A.  
Thomas, M.  
Twitchell, P.  
Wilson, K.  
York, R.

MEMBERS ABSENT:

Findlay, G.  
Gieck, B.  
Murawsky, N.  
Segla, D.  
White, P.

OTHERS PRESENT:

Foley, D.  
Martinez, R.  
Mosca, K.  
Nuss, S.  
Poole, J.  
Rice, M.  
Schatz, M.  
Scholle, M.  
Wadlow, J.

B. The minutes to Meeting #95 (December 5, 1997) was approved as distributed via e-mail.

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

II Guest Speaker - Ralph Gabrielli, Executive Dean, College of Rural Alaska

Dean Gabrielli thanked Staff Council for the opportunity to speak at the meeting.

Audio Conference Training Schedule - The training schedule for rural sites is located on the Staff Council web page. Training sessions will begin February 11 and continue through April 15. The College of Rural Alaska, Cooperative Extension, School of Fisheries and Ocean Sciences, and the College of Natural Resource Development and Management have all been notified of the training schedule.

Redesign of the Extended Sites - A committee was established by President Komisar. The 12 member committee chaired by Marshall Lind was charged with the issue and future of extended sites, as well as identifying financial resources, and analyzing alternative ways to deliver high quality cost-effective education in remote locations. The extended sites systemwide were assessed a \$4 million reduction over the next three years. The committee adopted criteria from the Board of Regents working paper on higher education in Alaska, which states purposes, principles, and priorities. Priorities include providing access for all Alaskans, resource allocation, technology, and review of operational characteristics. The sites were analyzed by characteristics, mission, and priorities, and fell into three categories, academic preparation for transfer, vocational training, or community needs and interests. These are three components of the community college mission which the Board of Regents have ensured that they will continue to carry on this mission. Six areas of possible cost savings were identified: increase distance delivery, campus reorganization, increase university collaboration, increase collaboration with K-12, decrease institutional support costs, and increase non-general fund support. The savings levels identified were high (over \$1.5 million), moderate (\$500,000 - \$1.5 million), and low (less than \$500,000).

The report is presently being finalized and will be sent to President Komisar. The President will develop a process of obtaining comments from the public councils. The report will be presented to the Regents in February and will be addressed at the April meeting.

Representative Scholle asked if there are any topics that can be brought to the legislators attention when the staff are lobbying in Juneau later this month. Dean Gabrielli stated that there is not enough of an understanding regarding the educational challenges that the extended sites face. The greater the educational challenge, the greater the cost.

III Vice Chancellor for Administrative Services Remarks - M. Rice

Retirement Incentive Program - Sixty-two people will be participating in the program. Savings will be slightly under \$700,000/year with full replacement. The cost to UAF will be \$700,000 for each of the next three years. If no positions are replaced, than the savings would be \$2.5 million. A sensitivity analysis was conducted. The savings per individual is less than in the past and returns are diminishing.

Fiscal Outlook for Next Year - Tuition is down about \$170,000. However, there is a significant increase in freshman and transfer students. This is critical because of the record number of graduates last year. Salary increases for next year are not yet known, but it is estimated at \$2 - 2.8 million. PERS will increase a minimum of 1%. The International Arctic Research building will be brought on line, which will cost \$800,000 to operate. Strategies for enrollment have to be a permanent component of the budget. There will be a \$2 million shortfall if we receive the funding level proposed by the Governor. If we receive status quo on the funding level, the shortfall will be \$3.7 million.

Representative Scholle asked what the plan is for the worse case scenario. Vice Chancellor Rice responded that there are always contingencies, but there are no easy answers. One contingency would be not to replace any of the RIP participants or only replace the highest priority positions, as well as reduction of services. The fat has already been cut out of the University budget.

Representatives asked what steps are being taken to replace the Vice Chancellor. Chancellor Wadlow responded to this question. No announcements have been made as to the options that may be considered for the Vice Chancellor's replacement. The Chancellor will be speaking with the directors from Administrative Services for their input.

IV Chancellor's Remarks - J. Wadlow

Master Planning Process - The 1991 Master Plan needs to be updated. A proposal was distributed electronically and input has been requested. Carter Howald, University architect, and Deb Wells in charge of space planning, is chairing this committee. A permanent subcommittee on the trails has been proposed. This committee will address winter usage for skiing, as well as other trail usage. The Chancellor asked for input by February 15 on the Master Plan.

Chancellor's Workshop - Two day-long workshops will include governance leaders, deans, and directors will take place February 10 and 11. Items on the agenda include the redesign of the extended sites, progress and success of the Strategic Plan, accreditation issues, systemwide outcomes assessment, recruiting and retention, Alaska student loan, and the budget. Strategies will be announced after the workshops so that input can be gathered from the participants. John Craven and Paul Reichardt will provide an update from the systemwide committee for University allocation. Legislative strategies, matching funds, and input for supervisory training topics will also be on the agenda.

Hutchison Career Center - The Chamber passed a resolution in support on the expansion of Hutchison. This is a joint project with the school district.

Top of the World Tournament - There has been a growing awareness of the tournament and this was evident at the

national meeting of NCAA.

An article advertising strawberries at Tacks credited the University agriculture experiment station for the development of the strawberries. Chancellor Wadlow stated that this form of positive press is beneficial to UAF.

Certificate of Appreciation - Chancellor Wadlow presented the following certificate of appreciation to Darlette Powell from Space Grant. Certificate of appreciation presented to Darlette Powell for exceptional dedication to training staff supervisors. Darlette volunteered to chair the Training Committee and spearheaded the development of the staff supervisors training program. She has been the solid rock on which this program is anchored. This program is not part of her normal duties and yet it has yielded better, more qualified supervisors at the University of Alaska Fairbanks. All employees join in thanking Darlette for her efforts.

V Governance Reports

A. Faculty Senate - M. Schatz

Madeline Schatz commended Marie Scholle on her lobbying efforts. Lack of faculty representation on the Board of Regents presidential selection committee is a major issue of the Faculty Alliance and they will be meeting with the Board of Regents regarding this issue. The Alliance will also address what qualities they would like to see in the next system president. One item recommended is a president which has a vision for the University. If you have any recommendation contact Madeline Schatz at ffmfs@uaf.edu via e-mail.

Program Changes - President Craven is very concerned that program changes are adequately communicated to students prior to their graduation audit.

Certificate and AAS Program in Microcomputer Support Specialist - The Senate will be addressing these two items at their February meeting. Information is available on the Senate agenda or in the Governance Office.

Issues the Senate will be addressing include stacked courses, cross-listed courses, the UAF academic calendar and where should it originate, and modifying the date of freshman low grade reports.

B. ASUAF - S. Nuss

Board of Regents - ASUAF is sending six students down to Juneau. The main focus will be lobbying the legislature prior to the Board of Regents meeting. Also, there will be two students lobbying during spring break.

Tuition Increase - The Board of Regents will be considering a tuition increase. The Student Coalition is opposed to the increase. While they see the need, the students have not realized any benefits from past increases.

ASUAF Spring Semester Senate Election - There will be ten positions up for election.

Makeup Day for Alaska Civil Rights Day - The Board of Regents mandated that there will be a specific day of makeup. Representatives stated that this has created a problem for the Downtown Center who hold Saturday classes. The schedule had already been printed with start and end dates, the date could not have been added at the end. Also, there is a Faculty Senate policy which requires a day in-between the last day of class and the start of exams.

Graduation Party - Alumni Association and ASUAF will be planning a graduation party. The tentative date will be just prior or during finals. The event will be held in Wood Center.

C. Staff Alliance - M. Scholle

Parking Audit - Representative Scholle spoke with Ben Schilling and the audit has not been finalized. It now looks like the report will be out in April. The delay was not well received. Representatives asked what they can do to get information from the parking audit sooner. Representative Christensen stated that the audit was not a financial audit, but a procedural audit. Marie Scholle stated that she would go back to Ben Schilling and find out what type of audit was done and if there was no financial accounting, then this will be requested.

Governance Lobbying Efforts - Faculty, staff and students will be formulating a common legislative strategy and lobbying for University support mid-February prior to the Board of Regents meeting. Representative Scholle wrote a letter to the editor regarding support for the University and encouraged Staff Council representatives to do the same.

Support Cards - Cards are coming in from the rural sites. This campaign has had an effect on legislators and the Governor's Office. Cards and bumper stickers are available in the Governance Office. Also, it is very important for all staff, faculty, and students send POMs or letters to all the legislators regarding support for the University.

D. Alumni Association - J. Poole

Legislative Lobbying - The resolution regarding support for the University budget has been sent to the legislature. A copy was also included as an insert in their newsletter with a copy of a Public Opinion Message (POM) form. Alumni Association will be hosting a reception at Senator Gayle Phillips' chambers for UAF graduates, Board of Regents, various chancellors, and administration.

Chamber of Commerce - Jake Poole spoke with Regent Kelly regarding the Chamber and Alumni's lobbying strategies in Juneau. A consolidated front will be presented in Juneau and full funding for the University will be a top priority. The University Outreach Working Group has developed a video regarding the partnership between the University and the communities it serves.

Alumni will be working on characteristics they would like to see in the next system president. Two major points are a strong, visible leader. Send recommendations to fyalum@uaf.edu.

Graduation Party - Alumni will be working with ASUAF on a graduation party.

Rural Sites - Alumni is trying to establish/revitalize an interest from the rural sites regarding alumni involvement. Contact the Alumni Association at fyalum@uaf.edu for more information.

VI President's Report - P. Long

Meeting with Chancellor - The Chancellor is in the process of forming a review committee to investigate sexual harassment. There is a good cross section of gender and race on the committee.

Presidential Search - Concerns were expressed at the last Staff Affairs meeting regarding the cost of the presidential search, as well as lack of staff on the search committee. President Long asked Staff Affairs to outline the qualities they would like to see in the next University president. There is a web site for the presidential search on the Board of Regents web page and President Long encouraged everyone to provide input on qualities for the next University president.

Picnic Committee - The makeup of the committee has been revamped and the new formulation has been very positive. The committee has been expanded and chaired by Irene Downes. The committee is gathering prizes for the scholarship raffle and door prizes for the picnic, as well as planning the annual

staff picnic. Mark your calendar for Friday, May 29 for the staff picnic.

President-Elect - Bev Frey will be stepping up to be President of Staff Council in June and there will be a need for a new president-elect. President Long encouraged everyone to think about running for president-elect and stated that the position is very rewarding. If you are interested in serving as president-elect, contact Paula Long at fnpjl@uaf.edu or the Governance Office at fystaff@uaf.edu.

Union/Labor Relations - President Long spoke with the Chancellor regarding a question and answer session with the union and labor relations. Upon further contact with Jim Johnsen in Labor Relations, this cannot be done unless it is at lunch, or before or after work. It cannot be done during working hours. Representatives stated that it is very important that we have information disseminated. Staff should meet with the union and labor relations and become informed on the issues. A suggestion was made to have an open forum, such as a brown bag question and answer period. The meetings will be audio conferenced for rural sites. This item was sent to Staff Affairs.

Sweatshirts and T-shirts - "I support the University and I vote" are still available. President Long encouraged everyone to purchase them and show their support for the University.

Chancellor's Workshop - If you have any items that you would like brought up, contact President-elect Frey at beverly@gi.alaska.edu or President Long at fnpjl@uaf.edu.

Board of Regents Meeting - President Long will be lobbying in Juneau later this month and will be attending the Board of Regents meeting.

Usibelli Awards - Provost Keating asked for the name of a staff member to serve on the committee. Darlette Powell, Pam Twitchell, and Bev Frey have all volunteered to serve on the committee.

VII The Council took a five minute break.

VIII Committee Reports

A. Rural Affairs - B. Oleson.

The committee is continuing to brainstorm on how to keep all the rural membership informed since there is only one representative and one alternate now. Representative Oleson thanked the Governance Office for including information on the audio conference training schedule on the Staff Council supervisory training schedule.

B. Staff Affairs - S. Kocer

Stephanie Kocer was selected as co-chair. Stephanie is also a member of the Ad Hoc Committee on Banner and will keep Staff Affairs informed on the Ad Hoc Banner Committee findings. Helen Connor from Purchasing is chairing the Ad Hoc Committee. The Ad Hoc Banner Committee is compiling a list of recommendations. Staff Affairs will also be working on a brown bag question and answer session with the union and labor relations.

C. Staff Training - D. Powell

The spring training schedule was distributed as a handout. The motivational speaker, Bill Carmack, presentation is approximately three hours. Thus, it will not be included in the longevity awards program, but as a separate training item. Training sessions this spring were split between lower campus and the West Ridge, as well as morning and afternoon sessions to better accommodate staff schedules. The Committee also invited other representatives to assist distributing information/handouts at the training sessions. If you are able to assist, contact the Governance Office at fystaff@uaf.edu. Darlette Powell will be making a



presentation at the Chancellor's workshops regarding supervisory training and will be asking for recommendations for future training sessions from the workshop participants.

The Spring 1998 Supervisory Training Schedule is located at: <http://www.uaf.edu/uafgov/www/ST-www/schedule.html>

February 26 - UAF LIFE Let's Include Fitness Everyday, 3:00 - 5:00 p.m., 214 Elvey

Instructor: Michelle Combellick, Administrative Assistant, IAB, Chair, Health Issues Committee

What is UAF LIFE? The UAF Governance Health Issues Committee and special invited speakers for the UAF L.I.F.E. program will give you a brief introduction into UAF's wellness program by providing mini-lectures of various subjects being offered through the UAF L.I.F.E. lecture and workshop series. We anticipate all supervisors will find this presentation most energizing and positive.

D. Information Coordinating - B. Frey

1. Legislative Web Site

The committee will be tracking legislation of interest to the University. A list of interior delegates and the Public Opinion Message (POM) form was distributed as a handout and faxed to the rural sites. President-elect Frey encouraged everyone to take an active role in lobbying. Representative Downes informed the Council that letters to the editor can be sent electronically for various newspapers throughout the state.

Access legislative information through the new official University of Alaska Government Relations home page on the internet at <http://info.alaska.edu/ua/swlegis/>. The information will be updated on a weekly basis by the Statewide Office of University and Government Relations, University of Alaska. Please direct comments and/or questions to [sntak@orca.alaska.edu](mailto:sntak@orca.alaska.edu) or phone (907)474-7984.

E. Picnic Committee - I. Downes

The Picnic Committee has secured the following prizes for the Staff Council raffle thus far:

2 season tickets for UAF hockey, courtesy of UAF Athletics  
1 individual SRC pass, courtesy of the SRC  
2 balcony tickets to the Top of World Tournament, courtesy of UAF Athletics  
Quilt, courtesy of Jann Laiti and Kathy Mosca  
2 tickets on the Riverboat Discovery, courtesy of the Binkley Family  
1 crab buffet, 1 Malemute Saloon Show, and 1 The Crown of Light Show, courtesy of the Ester Gold Camp  
Gift Certificate, courtesy of Spenard Builders Supply  
Lazy Susan, courtesy of Bev's Woodwork

Staff Council will receive two tickets on Alaska Airlines when the corporation makes their donation.

Carrie Dershin and Diane Robinson have volunteered to serve on the committee. Barb Oleson will be donating a Northwest sweatshirt for the person who sells the most raffle tickets. A suggestion was made to have name tags at the picnic. If you are interested in serving on the Committee, contact Irene Downes at [fneid@uaf.edu](mailto:fneid@uaf.edu) or 7339.

IX OTHER BUSINESS

A. Motion to confirm committee membership

Clarification was asked regarding Ron Pierce, acting director of Physical Plant serving on the Staff Training

Committee. There is nothing in the bylaws or constitution that precludes him from serving on the committee. After a brief discussion a motion was made and seconded. The vote was unanimous.

MOTION PASSED (unanimous)  
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The UAF Staff Council moves to confirm the following committees membership.

EFFECTIVE:                      Immediately

- |                               |                    |
|-------------------------------|--------------------|
| ADMINISTRATIVE COMMITTEE      | RURAL AFFAIRS      |
| Irene Downes                  | Dixie Emery        |
| Bev Frey                      | Philip Fyfe        |
| Stephanie Kocer               | Paula Long         |
| *Paula Long                   | Dee Potts          |
| Barb Oleson                   | *Barb Oleson       |
| Darlette Powell               | Crystal Wilson     |
| Marie Scholle                 |                    |
| Nici Murawsky                 | STAFF AFFAIRS      |
|                               | Lydia Anderson     |
| ELECTIONS, MEMBERSHIP & RULES | Laura Bender       |
| Penny Bales                   | Paula Carroll      |
| Patty Duvlea                  | Karen Enochs       |
| Rob Gieck                     | Linda Harris       |
| Marty Thomas                  | Gabrielle Hazelton |
| Patty White                   | *Stephanie Kocer   |
|                               | Diane Leavy        |
| INFORMATION COORDINATING      | Priscilla Magee    |
| Irene Downes                  | *Nici Murawsky     |
| Glenda Findlay                | Barb Oleson        |
| *Bev Frey                     | Gabrielle Scalise  |
| Linda Harris                  | Susan Singler      |
| Deb Segla                     | Jeannette Swan     |
| Amy Stubsjoen                 |                    |
| STAFF TRAINING                |                    |
| Rudy Candler                  |                    |
| Shannon Christensen           |                    |
| Sarah Comstock                |                    |
| Kerrie Dufseth                |                    |
| Bev Frey                      |                    |
| Cathy Hodges                  |                    |
| Paula Long                    |                    |
| LaTanya McClellan             |                    |
| Kathy Mosca                   |                    |
| Barb Oleson                   |                    |
| Christine Packett             |                    |
| Ron Pierce                    |                    |
| *Darlette Powell              |                    |
| Peter Rogers                  |                    |
| Karen Wilson                  |                    |
| Ron York                      |                    |

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B.            Discussion on union/labor relations

Representative Duvlea commented regarding a phone call that she received on who is allowed to vote in the unionization election and was asked how she is going to vote. Representatives expressed concerns regarding some staff receiving information in the mail, while others have not received any information. Some APT staff have received information and they will not be eligible to vote. These and other questions will be presented to the union.

X            Comments and Questions

Insurance Coverage - There has been some problems with employees at AFES in Palmer regarding coverage of physical therapy. Also, concerns were expressed regarding reasonable and customary charges. A recommendation was made to contact Mike Humphrey in Statewide regarding these concerns.

XI           Announcements

A.           Upcoming Meetings

February 20, 9:00 a.m., Staff Training, Chancellor's  
Conference Room

February 23, 9:00 a.m., Administrative Committee, Wood  
Center Conference Room A

March 2, 11:00 a.m., Rural Affairs, Wood Center  
Conference Room A

March 4, 8:30 a.m., Staff Council, Wood Center

March 5, Picnic Committee, 122 Natural Science Facility

XII      The meeting was adjourned at 11:14 a.m.

Tapes of this Staff Council meeting are in the Governance  
Office, 312 Signers<sup>1</sup> Hall, if anyone wishes to listen to the  
complete tapes.

Submitted by Kathy Mosca, Staff Council Secretary.