

For Audioconferencing: Bridge #1-800-910-9620  
Anchorage 561-9620

FOR MORE INFORMATION, CONTACT:  
Kathy Mosca  
Governance Office  
312 Signers<sup>1</sup> Hall  
474-7056                      fystaff@uaf.edu

AGENDA  
UAF STAFF COUNCIL MEETING #97  
Wednesday, March 4, 1998  
8:30 - 10:35 a.m.  
\*\*\*Wood Center Conference Rooms C & D\*\*\*

Time		Item	Length of Time
8:30	I	Call to Order - P. Long	10 Min.
		A. Roll Call	
		B. Approval of Minutes to Meeting #96 (February 4, 1998)	
		C. Adopt Agenda	
8:40	II	Vice Chancellor for Administrative Services Remarks - M. Rice	10 Min.
8:50	III	Chancellor's Remarks - J. Wadlow	10 Min.
9:00	IV	President's Report - P. Long	10 Min.
9:10	V	Governance Reports	
		A. Faculty Senate - J. Craven	5 Min.
		B. ASUAF - S. Nuss	5 Min.
		C. Staff Alliance - M. Scholle	10 Min.
		D. Alumni Association - J. Poole	5 Min.
9:35	VI	BREAK	5 Min.
9:40	VII	Committee Reports	
		A. Rural Affairs - B. Oleson	5 Min.
		B. Staff Affairs - S. Kocer	5 Min.
		C. Staff Training - D. Powell (Attachment 97/1)	10 Min.
		D. Information Coordinating - B. Frey	5 Min.
		E. Picnic Committee - I. Downes (Attachment 97/2)	5 Min.
10:10	VIII	OTHER BUSINESS	
		A. Guest Speaker - Mike Mayberry	10 Min.
		B. Discussion on Chancellor's Recognition Program (Attachment 97/3)	5 Min.
10:25	IX	Comments and Questions	5 Min.
10:30	X	Announcements	5 Min.
		A. March Meeting Schedule (Attachment 97/4)	
10:35	XI	Adjournment	

\*\*\*\*\*  
ATTACHMENT 97/1  
UAF STAFF COUNCIL MEETING #97  
MARCH 4, 1998  
SUBMITTED BY STAFF TRAINING

MARCH SUPERVISORY TRAINING SCHEDULE

March 5 - Employee Assistance Program, 3:00 - 5:00 p.m., 214 Elvey  
Instructor: Marsha Brown, LMFT

During the course of a year, every supervisor encounters situations where one or more members of their work team are having a problem. In any given situation the supervisor may feel they are being called upon to be the problem solver for issues that are beyond their control in the work environment. The University of Alaska's employee assistance program provides more than just individual benefits to employees. The EAP also provides a management consulting team available to assist supervisors in dealing with employee issues.

\*\*\*\*\*

March 10 - Appropriate Computer Usage, 10:00 a.m. - Noon, Wood Center C & D

Instructor: Terry Vrabeck, Chief, UAF Police  
Steve Smith, Library Computing & Communication

Chief Vrabeck will provide information on:  
- recent types of computer crimes that occur in our area  
- ways that we can all help to deter  
- computer security information

Steve Smith will cover the following areas:  
- impacts of computer use on the network and on other users  
- how to manage computer use by your staff  
- how the Division of Computing & Communications can help you with your computing issues  
- what is "appropriate computer use"

\*\*\*\*\*

March 24 - Staff Grievance Procedure, 10:00 a.m. - Noon, Wood Center C & D

Instructor: Patty Kastelic, Executive Director, Statewide Human Resources

Mark your calendar for the longevity awards ceremony on Thursday, April 30 at 1:30 p.m.

The next Staff Training meeting is schedule for Wednesday, March 11 at 10:30 a.m. in Library 341.

\*\*\*\*\*

ATTACHMENT 97/2  
UAF STAFF COUNCIL MEETING #97  
MARCH 4, 1998  
SUBMITTED BY PICNIC COMMITTEE

The Picnic Committee added the following prizes for the Staff Council raffle:

\$100 gift certificate from the Turtle Club  
Overnight for 2 and 2 swim passes, courtesy of Chena Hot Springs  
(2) Bruce Moose with 50 gallons of gas, courtesy of Tersoro  
One nights stay in a jacuzzi room, courtesy of Regency Hotel

The quilt donated by Jann Laiti and Kathy Mosca is on display at the Chancellor's end of third floor Signers'

The next Picnic Committee meeting is scheduled for Friday, March 6 at 1:30 p.m. in 122 Natural Science Facility.

\*\*\*\*\*

ATTACHMENT 97/3  
UAF STAFF COUNCIL MEETING #97  
MARCH 4, 1998  
SUBMITTED BY ADMINISTRATIVE COMMITTEE

CHANCELLOR'S RECOGNITION PROGRAM

Nominations are open for the Chancellor's Recognition Award for service that is work related or a public relations effort that is noteworthy. All staff members are eligible. The objective of this program is to recognize UAF staff for their outstanding contributions toward accomplishment of our institutional mission.

\*\*\*\*\*

EMPLOYEE RECOGNITION SUBMITTAL FORM

NAME (Name of person to be recognized.):

DATE:

Why do you think this person deserves this award?

How has this person made a difference for UAF?

Give a specific example of how this person excels?

How is this person a good role model for students, staff, and/or faculty?

Additional comments.

NAME (Name of person submitting this form. Please print or type.):

PHONE:

SIGNATURE:  
Signature of person submitting this form.

Submit this form to the President of Staff Council, Governance Office, 312 Signers' Hall, by May 1.

\*\*\*\*\*  
ATTACHMENT 97/4  
UAF STAFF COUNCIL MEETING #97  
MARCH 4, 1998  
SUBMITTED BY ADMINISTRATIVE COMMITTEE

MARCH MEETING SCHEDULE

- March 2 Rural Affairs, 11:00 a.m., Wood Center Conference Room A
- March 3 UACEA Question and Answer Session, Noon, Wood Center Ballroom
- March 4 Staff Council, 8:30 a.m., Wood Center Ballroom
- March 6 Picnic Committee, 1:30 p.m., 122 Natural Science Facility
- March 11 Staff Training, 10:30 a.m., Library 341
- March 12 Staff Affairs, 9:00 a.m., Wood Center Conference Room B
- March 16-20 - SPRING BREAK (March 20 University Holiday)
- March 27 Administrative Committee, 9:00 a.m., Chancellor's Conference Room