

FOR MORE INFORMATION, CONTACT:
Kathy Mosca
Governance Office
312 Signers' Hall
474-7056 fystaff@uaf.edu

AGENDA
UAF STAFF COUNCIL MEETING #99
Wednesday, May 6, 1998
8:30 - 10:20 a.m.
Wood Center Ballroom

Time		Item	Length of Time
8:30	I	Call to Order - P. Long	
		A. Guest Speaker - Paul Reichardt Dean, College of Science, Engineering and Mathematics	15 Min.
		B. Roll Call	10 Min.
		C. Approval of Minutes to Meeting #98	
		D. Adopt Agenda	
8:55	II	Governance Reports	
		A. Faculty Senate - R. Gatterdam	5 Min.
		B. ASUAF - S. Nuss	5 Min.
		C. Staff Alliance - M. Scholle	5 Min.
		D. Alumni Association - J. Poole	5 Min.
9:15	III	President's Report - P. Long	10 Min.
9:25	IV	BREAK	5 Min.
9:30	V	Committee Reports	
		A. Elections, Membership & Rules - P. White	5 Min.
		1. Election of President-Elect (Attachment 99/1)	
		B. Rural Affairs - B. Oleson	5 Min.
		C. Staff Affairs - L. Anderson (Attachment 99/2)	5 Min.
		D. Staff Training - D. Powell (Attachment 99/3)	5 Min.
		E. Picnic Committee - I. Downes (Attachment 99/4)	10 Min.
		F. Information Coordinating - B. Frey (Attachment 99/5)	5 Min.
10:05	VI	OTHER BUSINESS	
		A. Motion to Amend UAF Staff Council FY99 Meeting Calendar (Attachment 99/6)	5 Min.
10:10	VII	Comments and Questions	5 Min.
10:15	VIII	Announcements	
		A. Upcoming Meetings (Attachment 99/7)	5 Min.
10:20	IX	Adjournment	

ATTACHMENT 99/1
UAF STAFF COUNCIL #99
MAY 6, 1998
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 6 meeting. President-Elect duties include the following:

STAFF COUNCIL BYLAWS - Sect. 3, ARTICLE V - Officers

B. PRESIDENT-ELECT

- 1. The duties of the President-Elect shall be to:
 - a. serve as chairperson of the Information Coordinating Committee.
 - b. serve on the Administrative Committee. (The Administrative Committee meets once a month from September to May to set the Staff Council agenda.)
 - c. serve on the UAF Governance Coordinating Committee. (The Coordinating Committee meets approximately eight times during the school year and is made up of the president and President-Elect of the Faculty Senate, Staff Council, and ASUAF and the chairs of the committees which fall under the Coordinating Committee.)
 - d. assume the duties of President when the President is absent.
- 2. Term of office shall be for one year beginning June 1 and ending on May 31.

The President-Elect participates in monthly meetings with the Chancellor along with the President. Buyout funds are available for the President-Elect. In the past, these funds have been used two different ways. A temporary employee can be hired to assist the President-Elect in their normal work duties or the hours spent on Staff Council issues can be charged off to the Governance Office. Limited travel may be necessary to Board of Regents meetings, pending available funding.

If you are interested in serving as President-Elect, contact Paula Long at fnpjl@uaf.edu, Bev Frey at beverly@gi.alaska.edu, or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 99/2
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY STAFF AFFAIRS

FIRST READING
MOTION
=====

The UAF Staff Council moves to amend the Staff Council Bylaws as follows:

Delete = (())
Add = CAPS

Sect. 4 (ARTICLE VI. - COMMITTEES)

B. PERMANENT COMMITTEES

- 3. Staff Affairs Committee
 - a. The President shall appoint a chairperson from the elected representatives.
 - b. The committee shall work on policies related to the following:
 - 1. Benefits
 - 2. Compensation
 - 3. Grievance procedures
 - 4. Position evaluation and hiring procedures
 - ((5. Employee training and development.))
 - ((6))5. Any matters which effect the health and welfare of the staff.
 - c. The chairperson of the committee shall establish a subcommittee structure relevant to the issues and to the expertise.

EFFECTIVE: Upon Chancellor's Approval
RATIONALE: Training and development is covered

under the Staff Training Committee.

ATTACHMENT 99/3
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY STAFF TRAINING COMMITTEE

THE UAF Staff Training Committee invites you to join us for an afternoon with motivational speaker

WILLIAM R. CARMACK, Ph.D. - "DEALING WITH CHANGE"

Tuesday, May 5, 1:30 - 4:00 P.M. - WOOD CENTER BALLROOM

Dr. William Carmack is the principal partner of the Carmack Consulting Network (CCN), a management consulting and training organization. The network has expertise in leadership, communication in management, team building, motivation and decision making.

Carmack holds a doctoral degree in communication from the University of Illinois with a minor in mass communication. He is an expert in the field of communication theory in organizational change, management and leadership, community mobilization and planned social change. He has 30 years of experience teaching and serving as a consultant in these subject areas.

He is a Regent's Professor of Communication Emeritus at the University of Oklahoma where he held administrative positions as chairman and Assistant Provost in addition to pursuing a teaching and consulting career.

Dr. Carmack will offer an overview of the change process in the form of a systems model and he will indicate that since change is inevitable, we can and should participate in its structure and direction. Dr. Carmack that, at times, resistance to change can be healthy. Finally, he will detail specific strategies for facilitating change and examine the ethics of planned change.

Questions about Dr. Carmack's visit can be directed to Darlette Powell, 474-6833, or Phil Younker, Sr., 452-6393.

ATTACHMENT 99/4
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY PICNIC COMMITTEE

WIN THIS TRIP!

The UAF Staff Council will again be raffling off two Alaska Airline tickets to any U.S. city served by Alaska Airlines outside of Alaska. Proceeds from the raffle will go to the Carolyn Sampson Memorial Scholarship, established by the UAF Staff Council. There will also be runner-up prizes:

- *Two season tickets for UAF Hockey, courtesy of UAF Athletics.
- *One individual Student Recreation Center Pass, courtesy of UAF Athletics.
- *Quilt, courtesy of Jann Laiti and Kathy Mosca.
- *Alaskan birch bowl, courtesy of the Great Alaska Bowl Company.
- *One crab buffet dinner, one ticket to the Malemute Saloon Show, and one ticket for the Crown of Light Show, courtesy of the Ester Gold Camp & Malemute Saloon.
- *Two tickets for the Golden Heart Review, courtesy of the Palace Saloon.
- *One handmade Golden Days woman's costume with accessories, courtesy Char Chaffin.
- *Two tickets on the Riverboat Discovery, courtesy of the Binkley Family.
- *Two balcony tickets for Can You Score Top of the World Classic, courtesy of UAF Athletics.
- *A pair of earrings, courtesy of Fishing for Gold.
- *Overnight for two and two swim passes, courtesy of Chena Hot Springs.
- *\$100 gift certificate, courtesy of the Turtle Club.
- *Lazy Susan, courtesy of Bev's Woodwork.
- *One Broose Moose and 50 gallons of gas, courtesy of Tesoro.
- *One Broose Moose and 50 gallons of gas, courtesy of Tesoro.
- *Two tickets for the Golden Heart Review Late Show, courtesy of

the Palace Saloon.

Tickets are \$5 each or 5 for \$20 and are available from Staff Council representatives or the Governance Office, 312 Signers' Hall. The drawing will be on Friday, May 29 at the staff picnic. You need not be present to win.

The UAF Staff Council named the scholarship in memory of Carolyn Sampson, former executive secretary in the Governance Office. Carolyn was instrumental in obtaining support services for the Staff Council and provided support for the Faculty Senate and Academic Council while employed at UAF. The scholarship is designed to provide new career paths or retraining to applicants wishing to re-enter the job market or whose work activity may be threatened by economic, health or other factors. For more information, contact your Staff Council representative or the Governance Office.

The following food items have been assigned to the various units for the Staff Picnic on Friday, May 29 at 4:00 p.m. next to the Student Recreation Center:

Unit 2	College of Rural Alaska, Tanana Valley Campus, Alaska Cooperative Extension	Vegetable Trays & Dip
Unit 3	College of Natural Resource, Development, & Management, SME, SOM, SALRM	Salads/Baked Beans
Unit 4	Institute of Arctic Biology	Fruit
Unit 5	Geophysical Institute	Salads/Baked Beans
Unit 6	School of Fisheries & Ocean Sciences	Hamburger and Hot Dog Buns
Unit 7	Student Services	Desserts
Unit 8	College of Liberal Arts	Fruit
Unit 9	Chancellor's Office, Center for Global Change, Governance, Registrar's Office, Graduate School, Provost's Office, Summer Sessions, University Relations, Development, UA Press, Proposal Office, Institution Research, Arctic Research	Salads/Baked Beans
Unit 10	College of Science, Engineering ketchup, & Math, UA Museum	CONDIMENTS - mustard, pickles, onions, lettuce, and tomatoes (Representatives will be collecting \$2 from constituents to purchase economy size mustard, ketchup, etc.)
Unit 11	Facility Services, Planning & Projects, Physical Plant, Utilities	Chips
Unit 12	VCAS Office, Contract Services, Financial Services, Personnel Services, Safety Services	Desserts
Unit 13	Library	Salads/Baked Beans

ATTACHMENT 99/5
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY INFORMATION COORDINATING COMMITTEE

FIRST READING
MOTION
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The UAF Staff Council moves to amend the Staff Council Bylaws as follows:

Delete = (())
Add = CAPS

Sect. 3 (ARTICLE V. - Officers)

B. PRESIDENT-ELECT

- 1. The duties of the President-Elect shall be to:
 - ((a. serve as chairperson of the Information Coordinating Committee.))
 - ((b))A. serve on the Administrative Committee.
 - ((c))B. serve on the UAF Governance Coordinating Committee
 - ((d))C. assume the duties of President when the President is absent.

Sect. 4 (ARTICLE VI. - COMMITTEES)

B. PERMANENT COMMITTEES

- 1 The permanent committees shall be:
 - ((a. Information Coordinating Committee))
 - ((b))A. Staff Affairs Committee
 - ((c))B. Rural Affairs Committee
 - ((d))C. Staff Training and Development
- ((2. Information Coordinating Committee
- a. The President-Elect shall be the chairperson.
- b. The committee shall have the following responsibilities:
 - 1. Follow news and information pertaining to legislation effecting the University.
 - 2. Communicate with the equivalent staff governance bodies of the other Major Administrative Units.))

EFFECTIVE: Upon Chancellor's Approval

RATIONALE: The Statewide Governance Office now has a web page providing information on pending legislation in the State House of Representatives and the State Senate. This page is updated weekly, making current information easily accessible for all UA staff. Continued budget cuts have increased the workload for all staff and duplication of effort must be avoided whenever possible. The Staff Alliance representative on Staff Council, the Staff Council President, and President-Elect provide effective communication between equivalent MAU staff governance bodies. Thus the disbanding of the Information Coordinating Committee will eliminate duplication of services.

ATTACHMENT 99/6
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY ADMINISTRATIVE COMMITTEE

MOTION
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The UAF Staff Council moves to adopt the following meeting calendar for the 1998-99 academic year:

MTG.#	DATE	DAY	TYPE
101	September 16, 1998	Wednesday	audioconference
102	*October 9,1998	Friday	face-to-face
103	November 4,1998	Wednesday	audioconference
104	December 4, 1998	Friday	audioconference
105	February 3, 1999	Wednesday	audioconference
106	March 2, 1999	Tuesday	audioconference
107	*April 2, 1999	Friday	face-to-face
108	May 5, 1999	Wednesday	audioconference
109	*May 28, 1999	Friday	face-to-face

NOTE: All meetings begin at 8:30 a.m.

EFFECTIVE: Immediately

RATIONALE: The December face-to-face meeting will be changed to an audioconference meeting to free up funds which will enable the president and president-elect to travel to Juneau for the February and April Board of Regents meetings and lobby on behalf of UAF staff. Meeting #106 will be changed from March 3 to March 2, to accommodate Career Services, so that they can schedule the Wood Center Ballroom for their career fair.

ATTACHMENT 99/7
UAF STAFF COUNCIL #99
MAY 6, 1998
SUBMITTED BY ADMINISTRATIVE COMMITTEE

UPCOMING MEETINGS

- May 4 Rural Affairs, 11:00 a.m., Wood Center Conference Room A
- May 5 "How to Deal with Change" by motivational speaker, Bill Carmack, 1:30 p.m., Wood Center Ballroom
- May 6 Staff Council, 8:30 a.m., Wood Center Ballroom
- May 12 Picnic Committee, 10:00 a.m., Chancellor's Conference Room
- May 14 & 15 Peaceful Settlements Conference - Wood Center
- May 14 Staff Affairs, 9:00 a.m., Chancellor's Conference Room
- May 15 Staff Training, 9:00 a.m., Chancellor's Conference Room
- May 19 Administrative, 9:00 a.m., Chancellor's Conference Room
- May 29 Staff Council, 8:30 a.m., Wood Center Ballroom
- May 29 Staff Picnic, 4:00 p.m., next to the Student Recreation Center