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AGENDA
UAF STAFF COUNCIL MEETING #116
Wednesday, April 5, 2000
8:30 - 10:10 a.m.
Wood Center Ballroom

Time		Item	Length of Time
8:30	I	Call to Order Irene Downes	10 Min.
		A. Roll Call	
		B. Approval of Minutes to Meeting #115 (March 3, 2000)	
		C. Adopt Consent Agenda	
		1. Staff Training Report (Attachment 116/1)	
		2. Ad Hoc Picnic (Attachment 116/2)	
		3. Staff Affairs Report (Attachment 116/3)	
		4. Motion to approve 2001-2002 Academic Calendar (Attachment 116/4)	
		5. Technology Advisory Board Report (Attachment 116/5)	
		D. President's Report	5 Min.
		1. Chancellor's Recognition Program (Attachment 116/6)	
8:45	II	Governance Reports	
		A. ASUAF S. Banks	5 Min.
		B. Faculty Senate R. Gatterdam	5 Min.
		C. Alumni Association C. Branley	5 Min.
9:00	III	Committee Reports	
		A. Elections, Membership & Rules D. York (Attachment 116/7)	10 Min.
		B. Rural Affairs H. Simmons	5 Min.
		C. Ad Hoc Committee on University Advocacy S. McCrea	5 Min.
		D. Food Service Advisory Board D. Powell	5 Min.
9:25	IV	Chancellor's Remarks M. Lind	10 Min.
9:35	V	Vice Chancellor for Administrative Services Remarks F. Williams	10 Min.
9:45	VI	Guest Speakers	
		A. Hild Peters, Provost Office & JoAnn Ducharme, RSS TOPIC Accreditation	20 Min.
10:05	VII	New Business	5 Min.
		1. April Meeting Schedule (Attachment 116/8)	
10:10	VIII	Adjournment	

ATTACHMENT 116/1
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY STAFF TRAINING

Please join us in honoring staff for their continued years of service at the 2000 Staff Longevity Awards program on Thursday, May 11 at 1:30 p.m. in the Wood Center Ballroom. Note that the number of years of service are calculated on the deadline of December 31, 1999. If you have any questions regarding the listing, contact Debra Hagen at Personnel Services - 7557. A listing of the recipients is available on the web at: www.uaf.edu/uafgov/www/longevity.html

Chancellor Lind has approved the amendment to the bylaws were Staff

Training will assist Human Resources with providing staff training.

SUPERVISORY TRAINING SESSIONS REMAINING

April 11 Leadership Training in the New Millennium
 3:00 p.m., Wood Center Conference Room C

Instructors: Charlie Dexter, Professor, Business Systems Technology

This is a staff development workshop for mid and upper level managers. Participants will discover the leader shift necessary to thrive in the 21st Century and will be given opportunity to specifically explore the following topics:

- #1 - Focusing the majority effort on the future
- #2 - Understanding the nature of fundamental change
- #3 - Appreciating complex systems and how they work
- #4 - Examining leadership style to see how it affects productivity
- #5 - Creating a shared vision to build bridges to the future

April 25 Career Ladders
 10:00 a.m., Wood Center Conference Room C

Presenters: Debbie Flodin, Director of Career Services
Carolyn Chapman, Director of Human Resources

Have you ever asked yourself "What will I be doing five years from now?" Do you expect or want to be doing the very same thing you are doing now? As a supervisor, are you concerned about how to retain and motivate your current staff and student employees? Many people even ones who like their present jobs! are interested in better pay, more responsibility or just plain CHANGE in their jobs. Although a Career Ladder doesn't guarantee an employee's success in "moving up", an effective Career Ladder DOES provide OPPORTUNITY to continue to be successful and challenged right in their own workplace. In this session we will identify "what a career ladder is", how to design a pragmatic career ladder as well as provide some examples of successful career ladders at UAF. Please bring your questions and your ideas.

May 18 Grant Writing
 3:00 p.m., Wood Center Conference Room C

Presenter: Pete Pinney, Associate Professor, Academic Programs
TVC-DTC

The granting process is all about building relationships with funders and articulating a vision of the future. This course can serve as a review for those familiar with proposals or an introduction to those who need to familiarize themselves with the process. The instructor would like to receive an e-mail from participants prior to the session in order to customize the information to individual needs.

E-mail the instructor at: ffppp@uaf.edu

The next Staff Training meeting is scheduled for Wednesday, April 12 at 1:00 p.m. in the Chancellor's Conference Room. If you have any questions regarding the Staff Training Committee, contact Alice Baergen, co-chair at fnajb@uaf.edu or Darlette Powell, co-chair at fndap@uaf.ed.

ATTACHMENT 116/2
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY PICNIC COMMITTEE

STAFF PICNIC
MAY 11, 2000
IMMEDIATELY FOLLOWING THE STAFF LONGEVITY AWARDS PROGRAM

Through the hard work of representative Julia Parzick, the Fairbanks Pool Association has donated \$1,000 to the Carolyn Sampson Memorial Scholarship. The committee has also received a month membership at the Fairbanks Athletic Club. The committee is continually sending out requests for door prizes for the picnic and for the raffle. Prizes acquired thus far include a quilt courtesy of Kathe Rich; two Top of the World Classic reserved seat season passes, two reserved seat season

tickets for Nanook hockey, an SRC pass all courtesy of Athletics. If Alaska Airlines makes their corporate donation again this year, than Staff Council will receive two of the vouchers.

The committee would like to have the picnic on the West Ridge. We need some sort of tent/awning type device, large enough to hold the food, grill and tables/chairs for at least 100 people in case of rain.

Phil Rounds from the Fire Department has graciously agreed to do all of the shopping and if possible he will help cook. However, the Fire Department has training scheduled that day.

The committee is undecided about a theme. Several committee members will be dressed up in costumes from the staff awards program. A poster will be distributed shortly listing the food items each unit will be assigned. A recommendation was made to have the food supplied so that employees would not have to bring any. This recommendation would have to be addressed further with possible sources of funding.

The Picnic Committee needs highly motivated staff to help organize the annual staff picnic on May 11. If you are interested, contact the Debra Hagen at fndah@uaf.edu or the Governance Office at fystaff@uaf.edu. The next Ad Hoc Picnic meeting is scheduled for Thursday, April 6 at 10:00 a.m. in Wood Center Conference Room A

ATTACHMENT 116/3
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY STAFF AFFAIRS

Staff Affairs Report on meeting held March 27, 2000

The Staff Affairs Committee met and has the following report:

Paid Time Off (PTO):

After careful consideration, the committee decided not to pursue PTO at this time. This decision was not made lightly many discussions took place within the committee and outside the committee. The committee felt that the majority of employees were not in favor of PTO and did not see it as a benefit. There are many employees with certain lifestyles and family needs that have come to rely on and need to use their sick leave as it accrues. However, the committee also feels that many employees are still misinformed of the benefits of PTO and without a concrete plan, employees will be apprehensive of it.

Two other factors weighed the committee's decision not to pursue PTO:

1. We have been told, very clearly, that any change in benefits must be cost neutral - the committee was frustrated with this even a modest plan would still have costs associated with it.
2. Statewide Administration made it very clear that in order to maintain cost neutrality, we would have to give up at least 50% of the current sick leave accrual.

We have asked Mike Humphrey, Statewide Director of Benefits, to spend some time talking with other major organizations, in the State of Alaska, who have PTO to see how it's working for them and report back to the committee. We also asked Mike to look into possible "reward" systems for employees who use minimal amounts of sick leave each year.

Alaska Civil Rights Day:

The committee decided not to pursue this issue. We feel that currently we have an adequate amount of paid holidays. We feel that if an individual wants to take this day off to recognize civil rights, they can take a personal day off.

Academic Calendar 2001-2002:

The committee was in favor of proposed calendar and will forward it to Staff Council for approval.

LWOP:

Evelyn bought up many concerns regarding LWOP especially how it relates with those in the research field. It was decided to table it to the next meeting as it warrants more discussions. Lydia will send a copy of the current LWOP policy for committee members for the next meeting.

If anyone has questions of concerns, please feel free to contact the chair, Lydia Anderson, or any of the Staff Affairs Committee members.

The next Staff Affairs meeting is scheduled for Wednesday, April 12 at 9:00 a.m. in Wood Center Conference Room B.

ATTACHMENT 116/4
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY STAFF AFFAIRS

MOTION:
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The UAF Staff Council moves to approve the 2001-2002 Academic Calendar as presented by the Registrar prepared in accordance with Senate policy and Board of Regents' policies and forward it to the Governance Coordinating Committee for action.

EFFECTIVE: Immediately

DRAFT
UNIVERSITY OF ALASKA FAIRBANKS - Fairbanks Campus
ACADEMIC CALENDAR 2001-2002
Classes begin after Labor Day for Fall Semester and
after Civil Rights Day for Spring Semester.

FALL SEMESTER-2001

Registration and fee payment for the 2001 fall semester begins

Application for admission deadline for fall semester	Mon., Apr. 9, 2001
Orientation for new students	Wed., Aug. 1
Labor Day (no registration or fee payment)	Sun.-Wed., Sept. 2-5
Residence halls open, 9 am	Mon., Sept. 3
First day of instruction	Mon., Sept. 3
Late registration begins	Thurs., Sept 6
Late registration and fee payment end	Thurs., Sept 6
Last day for 100% refund of tuition and materials fees	Fri., Sept. 14
Last day for student-initiated and faculty-initiated drops	Fri., Sept. 14
(course does not appear on academic record)	Fri., Sept. 21
Last day for 50% refund of tuition (only)	Fri., Sept. 21
Low grade reports for freshmen due not later than	Fri., Oct. 12
Last day to apply for 2001 fall graduation	Mon., Oct. 15
Last day for student-initiated and faculty-initiated withdrawals	
(W grade given for course)	Fri., Nov. 2
Registration and fee payment for the 2002 spring semester begin	
Thanksgiving holidays (no classes)	Mon., Nov. 12
Last day of instruction	Thurs.-Sun., Nov. 22-25
Final examinations	Fri., Dec. 14
Residence halls close, noon	Mon.-Thurs., Dec. 17-20
Grades due to the Registrar's Office	Fri., Dec. 21
Campus closed	Fri., Dec. 21
	5 p.m., Fri., Dec. 21, 2001 - 8 a.m., Wed., Jan 2. 2002

SPRING SEMESTER-2002

Application for admission deadline for spring semester

Orientation for new students	Mon., Dec. 3, 2001
Residence halls open, 9 a.m.	Tues.-Wed, Jan. 15-16, 2002
Alaska Civil Rights Day (registration and fee payment continue)	Mon., Jan. 14
First day of instruction	Mon., Jan. 14
Late registration begins	Thurs., Jan. 17
Late registration and fee payment end	Thurs., Jan. 17
Last day for 100% refund of tuition and material fees	Fri., Jan. 25
Last day for student-initiated and faculty-initiated drops	Fri., Jan. 25
(course does not appear on academic record)	Fri., Feb. 1
Last day for 50% refund of tuition (only)	Fri., Feb. 1

Last day to apply for 2002 spring graduation	Fri., Feb. 15
Low grade reports for freshmen due not later than	Fri., Feb. 22
Spring recess	Mon.-Sun., Mar. 11-17
Last day for student-initiated and faculty-initiated withdrawals (W grade given for course)	Fri., Mar. 22
Registration and fee payment for the 2002 fall semester begin	Mon., Apr. 8
All Campus Day (no classes)	Fri., Apr. 26
Last day of instruction	Fri., May 3
Final examinations	Mon.-Thurs., May 6-9
Residence halls close, noon	Fri., May 10
Commencement**	Sun., May 12
Grades due to the Registrar's Office	Wed., May 15

**Saturday, May 11 may be an alternate date for Commencement (to coordinate with other MAU's).
Proposed by Ann Tremarello, January 25, 2000.

ATTACHMENT 116/5
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY PAM SOWELL, STAFF REPRESENTATIVE ON THE
TECHNOLOGY ADVISORY BOARD

The Technology Advisory Board met on March 28 to discuss proposals and forward recommendations to the Chancellor. Chancellor Lind will make his decision on April 7.

Additional information can be obtained from TAB's web site at:
<http://www.uaf.edu/tab> This web site also contains information on prior funding awarded by TAB.

ATTACHMENT 116/6
UAF STAFF COUNCIL #116
APRIL 5, 2000

CHANCELLOR'S RECOGNITION PROGRAM

Nominations are open for all UAF staff for the Chancellor's Recognition Award. The objective of this award is to recognize UAF staff for service that is work related or a public relations effort that is noteworthy. All staff members occupying any position regardless of employment status in the UAF system are eligible for this award. The award will be presented at the Staff Longevity Awards Program on May 11, 2000. This award is funded from private donations.
For more information: www.uaf.edu/uafgov/www/chanrecog.html

Submit nominations to Irene Downes, President of Staff Council, Governance Office, 312 Signers' Hall, by April 24, 2000.

ATTACHMENT 116/7
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY ELECTIONS, MEMBERSHIP & RULES

Nominations are open for the position of president-elect to fill the position held by Marie Scholle. The individual elected at the April meeting for this position will take office immediately and will assume the role of president of Staff Council at the June meeting.

Nominations are also open for the position of president-elect and will remain open until the May 10 meeting. The President-Elect will be elected from the staff at large by the representatives at the May meeting. Duties of the president-elect are as follows:

STAFF COUNCIL BYLAWS
Sect. 3 (ARTICLE V Officers)

B. PRESIDENT-ELECT

1. The duties of the President-Elect shall be to:
 - a. serve on the Administrative Committee.
 - b. serve on the UAF Governance Coordinating Committee

c. 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.

Other duties include monthly meetings with the Chancellor. Some travel to the Board of Regents' meetings may be required. Also, the Governance Office provides funds to hire a part-time replacement for the president and president-elect so there is no loss of work hours or the funds can be made available to the department to charge the employee's governance time to. The Governance Office staff also provides support.

If you are interested in serving as President-Elect and would like more information, contact Irene Downes at fneid@uaf.edu or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 116/8
UAF STAFF COUNCIL #116
APRIL 5, 2000
SUBMITTED BY ADMINISTRATIVE COMMITTEE

April Meeting Schedule

April 3	Rural Affairs, 11 a.m., Wood Center Conference Room A
April 5	Staff Council, 8:30 a.m., Wood Center Ballroom
April 6	Picnic, 10 a.m., Wood Center Conference Room A
April 11	Leadership in the New Millennium, 3 p.m., Wood Center Conference Room C
April 12	Staff Affairs, 9 a.m., Wood Center Conference Room B
April 12	Staff Training, 1 p.m., Chancellor's Conference Room
April 25	Career Ladders, 10 a.m., Wood Center Conference Room C
April 28	Administrative, 9 a.m., Wood Center Conference Room A