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AGENDA
UAF STAFF COUNCIL MEETING #118
Friday, June 2, 2000
8:30 - 10:10 a.m.
Wood Center Ballroom

Time		Item	Length of Time
8:30	I	Call to Order Irene Downes	15 Min.
		A. Roll Call	
		B. Approval of Minutes to Meeting #117 (May 10, 2000)	
		C. Adopt Consent Agenda	
		1. Alumni Report (Attachment 118/1)	
		D. Pass the Gavel	
		E. President's Report S. Culbertson (Attachment 118/2)	10 Min.
8:55	II	Governance Reports	
		A. Faculty Senate L. Duffy	5 Min.
9:00	III	Vice Chancellor for Administrative Services Remarks F. Williams	5 Min.
9:05	IV	Guest Speaker Dan Flodin, Project Manager For Food Services	15 Min.
9:20	V	Committee Reports	
		A. Staff Affairs L. Anderson and G. Hazelton (Attachment 118/3)	5 Min.
		B. Elections, Membership & Rules P. White & D. Dekerlegand York	5 Min.
		C. Rural Affairs H. Simmons (Attachment 118/4)	5 Min.
		D. Staff Training A. Baergen (Attachment 118/5)	5 Min.
		E. University Advocacy S. McCrea (Attachment 118/6)	5 Min.
		F. Staff Alliance I. Downes & S. McCrea (Attachment 118/7)	5 Min.
9:50	VI	Other Business	
		A. Resolution of Appreciation for ARAMARK (Attachment 118/8)	5 Min.
		B. Governance Self Study (Attachment 118/9)	5 Min.
		C. Staff Council Raffle (Attachment 118/10)	5 Min.
10:05	VII	Comments and Questions	5 Min.
		A. 2000-01 Meeting Schedule (Attachment 118/11)	
10:10	VIII	Adjournment	

ATTACHMENT 118/1
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY ALUMNI ASSOCIATION

Alumni Association Report

We're gearing up for the reunion Grass Roots 2000 which will occur July 19th-21st. On the evening of the 19th there will be a Welcome Back reception in the IARC foyer hosted by Chancellor Lind. The excitement at that event will be the opening of a time capsule that was originally buried in 1964 in the Patty Center stairs. In 1969 it was retrieved when the Patty Center was renovated. Facilities Services

has held on to it since that time and informed us they had it on January 3, 2000. The Alumni Awards luncheon will be on July 21st from 11:30 a.m. -1:00 p.m. in the Wood Center Ballroom. If you have any questions about the reunion please call our office X 7081.

At our board meeting in April we said goodbye to 2 board members, Marie Scholle and Jane MacKinnon and welcomed Pat Williams and Susan Pagenkopf. The university faired quite well this legislative session and will receive an increase to the operating budget of almost \$15.5 million. Thank you for all your hard work!

ATTACHMENT 118/2
UAF STAFF COUNCIL #118
JUNE 2, 2000

As the new president of Staff Council, I want to assure everyone that I will remain committed to the professional development of staff at UAF. To improve upon our image as professionals we need to have more support from staff at large. A greater degree of involvement will be the first step.

In keeping with the wishes of the Chancellor, Staff Council will continue to lead in the efforts of staff recognition. I want people to know of Staff Council's role in staff recognition. I want our name connected to every award. We have to have people interested in us, or their not going to want to join us.

There have been many progresses made this past year that we are going to stick with. We are not done with the parking issue. The advocacy committee is now a part of Staff Council and it is yet another way to get our name out there. Through the summer months Scott McCrea and myself will be catching up with issues already on the table and formulating our agenda for the coming year. We intend to have ideas in writing for our first meeting in the fall.

I look forward to working with everyone in the coming year. With your help, my personal goal of being able to look back on my year as president of Staff Council and saying, I truly made a difference in the lives of my coworkers, can and will be realized.

ATTACHMENT 118/3
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY STAFF AFFAIRS

Staff Affairs Committee
Year End Report

This past year Staff Affairs worked on salary issues (red-circled jobs, longevity, inadequate pay scale), career ladders, and paid time off. The committee fully addressed the issue of paid time off and came to the conclusion that staff are not ready to buy into the concept. Next year the committee will be addressing leave without pay, re-classification, JEF, and salaries.

Other areas which need to be addressed include the idea of co-presidents and also ways to encourage rural staff to take on the role of president in the future. A continued challenge for the committee is more involvement from staff.

As Lydia Anderson concludes her term as chair, Gabby Hazelton in Juneau will take over as chair of the committee in the fall. All staff members are encouraged to get involved in governance. If you are interested in serving on Staff Affairs, contact Lydia Anderson at fnlma@uaf.edu or Gabby Hazelton at fngdh@uaf.edu.

ATTACHMENT 118/4
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY RURAL AFFAIRS

Rural Affairs Committee
Year End Report
Rural Affairs, Heidi Simmons-Chair, Barb Oleson-assistant chair

This past year the committee addressed rural site staff concerns: providing a strong voice in rural issues through sharing of communication, projects, and/or training needs for rural staff.

Monthly meetings focused on question/answer training sessions with various UAF on campus departments. Monthly forums allowed the opportunity for rural sites to learn more about the services of on campus departments and to address any concerns requiring correction. Meetings were well attended this year by CRA sites, CDE, Rural Alaska Science/Math Network, & REPP staff. We did not receive, but still continue to encourage other rural sites and programs to join us.

Monthly Featured Speakers and topics:

- October - First meeting of year. Summer/fall site updates, site concerns.
- November- Worked on Spring 2000 shared catalog. Set up guest presentations for rest of year.
- December - Human Resources, Carolyn Chapman, Director
- February - Printing Services, Warren Fraiser, Director
- March - UAF Financial Aide, Donald Scheaffer, Director
- April - Rural College Updates, Ralph Gabrielle, Dean of Rural College
- May - Purchasing Department, Terry Kelly, Director

Issues to work on next year: Safety Training Issues, Ergonomics concerns at Rural Sites, Sharing registration support tips, site allocations, general communication of shared programs and students, Working on shared catalog, Continue: Training updates from other UAF Departments

If you have any questions or would like to serve on the Rural Affairs Committee, contact Heidi Simmons at lnhls@uaf.edu or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 118/5
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY STAFF TRAINING

Staff Training Committee
Year End Report

Major issues for the Staff Training Committee this year have been to re-establish ourselves as a major player in providing supervisory training for UAF. After having been the primary provider for the last five years, we were relieved of the main responsibility of providing this training due to accreditation issues. UAF Human Resources is now responsible for providing training and our committee now assists them in this endeavor. Staff Council represented Darlette Powell a resolution of appreciation for her many years of dedicated service as the chair of Staff Training.

Through ingenuity and hard work, the committee offered 15 supervisory training sessions this past year, with minimal funding. The committee is currently developing the fall training schedule. We are committed to offering training sessions to our rural sites as well as at the UAF. After recently being approached by College of Rural Alaska, it is our desire to offer training via satellite hook up. We are hopeful that a portion of this undertaking will be in place by fall.

The Committee again organized the staff longevity awards program. While there were a number of positive comments on the awards program, the length of ceremony was an issue. To further improve the longevity awards program for the future, the committee will be implementing the following changes next year:

- I Form a mini-entertainment committee which focuses on staff.
 - A. Include entertainment in the middle of the program.
- II Seat the recipients by the number of years at the front of the awards program.
- III Eliminate presenters and have the master of ceremony read off names like they do at graduation.
 - A. Staff Council President and Chancellor shake recipients hands when they get awards. If available, have President Hamilton participate also.
 - B. Awards will be presented to the 20 and up first, then start at 5 and finish presenting awards.
 - C. 20 year and up recipients, say brief info about them, about 2 sentences.

- IV Include door prizes during the awards program and carry and continue with the door prizes at the picnic.
A. Pick up Starvation Gulch and melt down t-shirts and bear posters from Sarah Comstock as door prizes.
- V Do not start serving the food for the picnic until the entire awards program has completed.
A. Reword picnic poster.
- The committee is always looking for new members and new ideas for future training. If you are interested in serving on the Staff Training Committee or would like more information, contact Alice Baergen at fnajb@uaf.edu or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 118/6
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY UNIVERSITY ADVOCACY

University Advocacy Committee
Year End Report

The University Advocacy group had its final event of the 1999-2000 academic year with the second campus tour on May 19th. Close to 20 staff from all areas of campus, UAF and statewide, participated in the second tour. The tour covered the Charles Davis Concert Hall, Alaska Cooperative Extension, Agricultural and Forestry Experiment Station, Arctic Region Supercomputer, International Arctic Research Center, and the Fire Station. Lunch was once again graciously hosted by ARAMARK, and Facility Services provided a complimentary shuttle. Both President Hamilton and Chancellor Lind spoke to and joined the group at lunch.

The two campus tours were the main projects the committee worked on, after spending the first half of the year exploring its mission and determining what the committee would focus its efforts on. Based upon the feedback from staff and administration, the tours have been very well received and it has been felt by all that they should definitely continue. Because of this, as well as other projects on the backburner, the committee felt that it should become a permanent one, a motion which was passed at the May 10th Staff Council meeting.

Going into next year, the committee is looking to not only continue forward with the campus tours, but also at implement a couple of other projects that have been discussed this last year. They include the UAF Day at the Southside Community Center, working with ASUAF to approach local businesses to offer discounts to Polar Express card holders, and the First Annual Staff/Faculty Olympics.

Special thanks to the committee members who made all of the above possible, including Cindy Branley, Sarah Comstock, LJ Evans, Thomas DePace Gruenig-Wyllie, and Tonya Trabant. If you have any questions or would like to serve on the University Advocacy Committee, contact Scott McCrea at fnsjm@uaf.edu or the Governance Office at fystaff@uaf.edu.

ATTACHMENT 118/7
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY STAFF ALLIANCE

The Staff Alliance has had a very busy year. The main focus has been the budget for the University of Alaska. From the very beginning of the year we began planning our strategy for persuading the Legislature to fund us. Initially we joined forces with the Student Coalition by supporting them in their efforts and talking to our respective governance groups to help with the students' efforts in any way we could. Then we planned a way to illustrate to the Legislature how badly we were under-funded by having a chili cook-off. The different pots of chili made would represent different universities and how their state governments funded them, i.e. Texas would have bountiful chili, Washington would have chili with no meat, and Alaska would be tomato soup. The plan was in place and ready to go until the Legislature looked like it was going to fund us 100%. A chili cook-off would have been a bad idea, so we decided to present the Legislatures and their aides with cookies. We delivered the cookies dressed in bright yellow aprons imprinted with the logo for "Alaska's Economic Engine". This

went over extremely well, and most of our aprons were "donated" to legislators who wanted them.

The Staff Alliance had more fun this year, we passed a motion to accept the Information Technology policy as it was submitted to us for approval. We also passed a motion to provide a tuition waiver for retirees. The waiver will cover employees who have retired early and who are not otherwise eligible for the senior citizen waiver. We reviewed the Regents' Policy 03.01.01 and decided to write a regulation to match the policy. A draft of the regulation has been submitted to the various governance groups for approval/revision. The last motion we passed was to have an additional paid holiday for staff to recognize Alaska Civil Rights Day. This motion will be brought before the Board of Regents in June and is expected to become policy.

The Staff Alliance coordinated the Make Students Count award again this year, and it was received favorably by all campuses. The winners of the award will be announced at the June Board of Regents¹ meeting.

Finally, the last two item Staff Alliance will continue to work on are fees paid be employees for classes they take to improve their skills for their jobs, and fees in general that are paid by the employee, i.e. parking, health fees, etc. The last item yet to be resolved by Staff Alliance is a policy to allow an employee to cash-out annual leave not taken in a given year (+240 will normally be lost). This will allow an employee to be reimbursed for leave they are not able to take for various reasons.

All staff members are encouraged to volunteer help and time with Staff Alliance projects.

Irene Downes, President
UAF Staff Council

ATTACHMENT 118/8
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY UNIVERSITY ADVOCACY

RESOLUTION OF APPRECIATION
FOR
ARAMARK

WHEREAS, ARAMARK has been the primary food vendor on the
University of Alaska Fairbanks campus for 29 years; and

WHEREAS, during this long length of time, ARAMARK has grown to
become a prominent member of the campus community; and

WHEREAS, ARAMARK has always been open to suggestions and
improvements from staff, faculty, and students; and

WHEREAS, ARAMARK has made many significant contributions and
donations to the university, including a recent \$175,000 donation
to the UA Museum expansion project and \$20,000 annually to the
student athletic food scholarships; and

WHEREAS, ARAMARK has donated its services for many events on
campus, including the lunches they recently hosted for the
University Advocacy staff tours and the annual graduation party;
and

WHEREAS, many ARAMARK employees have become close friends and
colleagues with the staff, faculty and students at UAF, including,
but not limited to, Ed Foster, Greg Bunker, Susan Kramer, and
Joe Juszkievicz; and

WHEREAS, ARAMARK has provided employment opportunities for
hundreds of students throughout the years; and

WHEREAS, the University of Alaska Fairbanks Staff Council wishes to
acknowledge the service ARAMARK has provided to the campus
community as they end their contract with the university at the
end of June, now;

THEREFORE BE IT RESOLVED, That the University of Alaska Fairbanks
Staff Council wishes to acknowledge the many contributions of
ARAMARK and expresses its appreciation for their service and
commitment to UAF.

Date the 2nd day of June, 2000

ATTACHMENT 118/9
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY ADMINISTRATIVE COMMITTEE

Staff Council Self Study for UAF Re-accreditation

UAF Staff Council provides Non-Exempt and APT employees an avenue to help formulate new policies, change existing policies or working conditions, and other matters that affect services provided by the support staff of the University of Alaska Fairbanks. With membership elected from all UAF support staff, Staff Council seeks to represent all employees by helping to create a better working environment. The Council provides a medium of exchange between the support staff and University administration.

Over the years, Staff Council was responsible for a number of employee benefit improvements, including: increased educational benefits for employees; additional University holidays - extra day at Thanksgiving, Christmas, and New Years, and a personal holiday for non-exempt staff; increase in sick leave benefits; leave share program; and extension of benefits to permanent half-time employees (on a prorated basis); and the creation of the tuition waiver. Members have worked on refining health and leave benefits, implementation of the benefit plan that replaced Social Security, development and implementation of the new salary system, correspondence with State legislators on bills concerning the retirement system and the University budget, and consultation with the Office of Human Resource Development on UAF hiring procedures.

Some of the ongoing projects Staff Council will pursue include: advocacy in our state capitol for continued University funding, safety training, ergonomics in the work place, continued supervisory training, salary issues, community relations, parking on campus, re-writing our bylaws, and fees assessed to staff.

The most important benefit staff at UAF have through their representatives is an open line of communication to administration. If any staff member in the University community has a problem with their work environment or sees a way the University could become more productive by creating a better work environment, an avenue for conveyance is open to them through their governance group.

Staff Council does a very good job in representing staff at UAF. Our Staff Council is very active and alive as is evident by our reputation for professionalism and endurance. UAF Staff Council is a vital entity to Governance and to UAF.

ATTACHMENT 118/10
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY ADMINISTRATIVE COMMITTEE

UAF STAFF COUNCIL RAFFLE
CAROLYN SAMPSON MEMORIAL SCHOLARSHIP

The UAF Staff Council will be conducting their annual fund raiser for the Carolyn Sampson Memorial Scholarship. Proceeds from the raffle will benefit this scholarship, established by the UAF Staff Council in June 1990.

- Grand Prize: Two coach round-trip tickets to one U.S. destination, served by Alaska Airlines. Tickets courtesy of Alaska Airlines.
- Runner-Up Prizes:
- Two season tickets for UAF Hockey, courtesy of UAF Athletics.
 - Two tickets for the Top of the World Classic, courtesy of UAF Athletics.
 - One individual Student Recreation Center Pass, courtesy of UAF Athletics.
 - Quilt, courtesy of Kathe Rich.
 - One month trial membership, courtesy of the Fairbanks Athletic Club.
 - One Broose Moose and \$50 in gas coupons, courtesy of Tesoro.
 - One Broose Moose and \$50 in gas coupons, courtesy of Tesoro.

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, October 6, at the Staff Council meeting. 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. This 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.

ATTACHMENT 118/11
UAF STAFF COUNCIL #118
JUNE 2, 2000
SUBMITTED BY ADMINISTRATIVE COMMITTEE

UAF STAFF COUNCIL
2000-01 MEETING CALENDAR
8:30 a.m.
Wood Center Ballroom

MTG.#	DATE	DAY
119	September 13, 2000	Wednesday
120	*October 6, 2000	Friday
121	November 8, 2000	Wednesday
122	*December 8, 2000	Friday
123	February 7, 2001	Wednesday
124	*March 2, 2001	Friday
125	April 4, 2001	Wednesday
126	*May 9, 2001	Wednesday
127	June 1, 2001	Friday

*Face-to-face meetings