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AGENDA
UAF STAFF COUNCIL MEETING #125
Wednesday, April 4, 2001
8:45 - 10:55 a.m.
Wood Center Carol Brown Ballroom

Time		Item	Length of Time
8:45	I	Call to Order Scott Culbertson	10 Min.
		A. Roll Call	
		B. Approval of Minutes to Meeting #124	
		C. Adopt Agenda	
		D. President's Report S. Culbertson	5 Min.
9:00	II	Guest Speaker Ralph Gabrielli, Executive Dean, College of Rural Alaska	20 Min.
		TOPIC: College of Rural Annual Report	
9:20	III	Guest Speaker Dana Thomas, Co-Chair of Accreditation Steering Committee	10 Min.
		TOPIC: Draft Self Study Comment Period (Attachment 125/1)	
9:30	IV	Chancellor's Remarks M. Lind	10 Min.
9:40	V	Governance Reports	
		A. ASUAF S. Banks	5 Min.
		B. Faculty Senate L. Duffy	5 Min.
		C. Alumni Association C. Branley	5 Min.
9:55	VI	BREAK	5 Min.
10:00	VII	Committee Reports	
		A. Staff Affairs G. Hazelton	10 Min.
		1. Resolution on Senate Bill 9 (Attachment 125/2)	
		2. Motion on Job Family Descriptors (Attachment 125/3)	
		3. Motion to endorse Health Issues Committee Executive Summary (Attachment 125/4)	
		B. Elections, Membership & Rules	5 Min.
		D. Dekerlegand York	
		1. Nominations for President-Elect (Attachment 125/5)	
		C. University Advocacy S. Comstock	5 Min.
		D. Ad Hoc Staff Longevity A. Baergen	5 Min.
		E. Ad Hoc Picnic S. Howdeshell (Attachment 125/6)	5 Min.
		F. Rural Affairs H. Simmons	5 Min.
10:35	VIII	New Business	
		A. Makes Students Council Award (Attachment 125/7)	5 Min.
		B. Chancellor's Recognition Award (Attachment 125/8)	5 Min.
		C. Comments and Questions	5 Min.
		D. Upcoming Meetings (Attachment 125/9)	5 Min.
10:55	IX	Adjournment	

ATTACHMENT 125/1
UAF STAFF COUNCIL #125
APRIL 4, 2001

UAF faculty, staff and students are encouraged to provide feedback
on the draft of UAF's self-study which is being prepared for
reaffirmation of institutional accreditation. As drafts become
available for each standard, they are being posted on the web. Input is

crucial to the process, so visit
<http://www.uaf.edu/provost/accreditation/draft/> for more
information.

ATTACHMENT 125/2
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY STAFF AFFAIRS COMMITTEE

RESOLUTION
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WHEREAS, Senate Bill 9 with the short title of PERS CREDIT FOR
NONCERTIFICATED EMPLOYEES was effective July 1, 1999; and

WHEREAS, a 9-month staff member can work for 30 years and only
show 22.5 years of accrued retirement benefits; and

WHEREAS, Senate Bill 9 allows 9-month support staff in school
districts the option of contributing to their PERS retirement
account to reflect a full years service during the months they
are not receiving pay; and

WHEREAS, this is a voluntary program, paid by the staff member and is
no financial burden to the employer; now

THEREFORE BE IT RESOLVED that University participation in this
program will benefit 9, 10 and 11 month staff and such an option
should be made available to staff.

Effective this fourth day of April, 2001.

ATTACHMENT 125/3
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY STAFF AFFAIRS COMMITTEE

MOTION
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The UAF Staff Council moves to encourage Statewide Human
Resources to include participation of non-management staff in each job
family in the writing of the job family descriptors.

EFFECTIVE: Immediately

RATIONALE: Management is making decisions that will
affect the daily lives of staff who will be performing
within the new job family descriptors. Participation
by the staff in that job family will promote
communication and harmony.

ATTACHMENT 125/4
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY STAFF AFFAIRS COMMITTEE

MOTION
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The UAF Staff Council moves to endorse the Health Issues Executive
Summary.

EFFECTIVE: Immediately

Revised 3/5/01
EXECUTIVE SUMMARY
By members of the UAF Governance Health Issues Committee

I. The newly funded FY03 initiative position (Assistant Recreation
Manager) for the SRC is highly welcomed by the Health Issues
Committee (HIC). As stated in the initiative this position will be
assisting with the UAF LIFE program. The Health Issues Committee
would like to recommend the following duties as part of the Asst.

Recreation Manager's job description:

- Recruitment and retention of fitness instructors
- Schedule activities related to the wellness program(spring, fall and summer semesters).
- Develop training programs for fitness instructors in the areas of, but not limited to: aqua aerobics, step and floor aerobics, kickboxing, and group dance classes.

In addition, the HIC recommends that the revenue generated by the UAF LIFE program be used to pay salaries of fitness instructors and lecturers (fitness instructors at \$12-15/hr and lecturers per individual negotiations) Therefore, this committee urges action to designate 75% of the revenue generated from LIFE activities for ongoing support of the program.

RATIONALE: Fitness instructors and lecturers offering their services to the UAF LIFE have been operating on volunteer power since the program's inception in the fall of 1997. Current participation in UAF LIFE at the SRC shows 75-100 faculty and staff each fall and spring semesters. We would like to see this program grow. However, without financial support, growth is impossible, as instructors are unwilling and cannot be expected to continue to volunteer their services.

II. The Health Issues Committee recommends that the UAF administration support an additional staff or student position to act as a facility monitor during high use hours at the Student Recreation Center.

This individual would be responsible for:

- Returning weights to their storage racks
- Insuring that clients are using equipment correctly
- Acting as a safety monitor for users and their children (i.e., children are using equipment without adult supervision)
- Formally reporting unsafe or damaged equipment to the SRC manager.

RATIONALE: Liability issues could easily arise if equipment is not properly maintained and in a timely manner. SRC users have expressed great concern about unsupervised children using the equipment and the facility in general. These problems could be managed if a staff person was given the authority to "roam" or "assist" users in the appropriate use of equipment, encourage proper behavior in this type of facility, and help keep the facility risk free.

III. FUTURE GROWTH
The HIC wishes to encourage the UAF administration to support other possibilities for growth of this program. Our suggestions are:

- Offer punch cards for aerobics class participation or specific programming with shorter duration or participation periods. Clients would only be able to get into the facility during the specified times of the activities.
- Offer a one time payment plan for a full one year membership for UAF LIFE - suggested price \$200/year-a reduction of \$25/year.

Find a location within the SRC to hold a babysitting area for children age 4 and under. Single parents are not able to participate in many programmed activities because they have no care for their children.

RATIONALE: Many students and staff are single parents and are not involved in SRC or UAF LIFE programmed activities. A childcare option would encourage greater participation by single parents.

These suggestions, if acted upon, would mean a healthier and happier faculty and staff population. While students participate and are included in all of our activities, it is important that UAF's active and proactive in improving their health and well being. A well-supported and successful wellness program is a small investment with an excellent return--our staff will feel valued and will be more productive. Statistics have shown that the rate of sick leave decreases and savings in health care costs are realized. UAF LIFE is a win-win situation for all involved!

It is our hope that the UAF administration will support our goals and help us make this program successful.

ATTACHMENT 125/5
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY ELECTIONS, MEMBERSHIP AND RULES COMMITTEE

Staff Council Bylaws
Sect. 2 (ARTICLE IV. - Membership)
D. ELECTIONS

3. Elections for President-Elect shall be conducted as follows:
- a. Notice of election to fill the office of President-Elect shall be announced in the regular meeting in March for the election to be held in May.
 - b. Suggestions for possible candidates shall be presented to the Elections, Membership and Rules Committee in order to prepare a slate of serious candidates for presentation to the Staff Council.
 - c. Call for nominations will take place during the May meeting where the slate of candidates will be presented and any further nominations from the floor will be accepted.
 - d. Voting shall be limited to representatives and designated alternates by using secret ballots on site and using voice vote for the outlying areas.
 - e. Three non-candidate representatives shall count the ballots.

ATTACHMENT 125/6
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY AD HOC PICNIC COMMITTEE

JOIN IN THE FUN!

The staff longevity awards program and picnic have been combined this year and will be on Thursday, May 17. The picnic will begin at 12:30 p.m. in the Wood Center Carol Brown Ballroom and the longevity awards program will begin at 1 p.m. Staff will be able to get their food and enjoy a leisurely lunch while honoring their co-workers who have been with the University for 5, 10, 15, 20, and 25 years.

For more information on door prizes, raffle tickets, and what to bring:
<http://www.uaf.edu/uafgov/www/picnic/picnic.html>

Staff Council will be selling raffle tickets at the Wood Center from 11:30 a.m. to 1:30 p.m. on April 6, April 20, and May 4. Get your tickets soon before they sell out.

FOOD LIST FOR 2001 STAFF PICNIC

- Unit 2 Vegetable Trays & Dip - College of Rural Alaska, Tanana Valley Campus, Alaska Cooperative Extension
- Unit 3 Salads/Baked Beans - SALRM, SME, SOM
- Unit 4 Fruit - Institute of Arctic Biology
- Unit 5 Salads/Baked Beans - Geophysical Institute, IARC
- Unit 6 Salads/Baked Beans - School of Fisheries & Ocean Sciences
- Unit 7 Desserts - Student Services
- Unit 8 Fruit - College of Liberal Arts
- Unit 9 Salads/Baked Beans - Chancellor's Office, Governance, Registrar's Office, Graduate School, Provost's Office, Summer Sessions, University Relations & Development, UA Press, Proposal Office, Institution Research, Sponsored Programs
- Unit 10 Salads/Baked Beans - College of Science, Engineering & Math, UA Museum, ARSC
- Unit 11 Chips - Facility Services, Utilities
- Unit 12 Desserts - VCAS Office, Contract Services, Financial Services, Human Resources, Safety Services

Unit 13 Salads/Baked Beans - Library

ATTACHMENT 125/7
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY ADMINISTRATIVE COMMITTEE

MAKE STUDENTS COUNT AWARD
<http://sygov.swadm.alaska.edu/Staff/studentscount/default.html>

President Mark Hamilton is pleased to announce the Third Annual "Make Students Count" awards for outstanding service to university students. The purpose of this award is to recognize university staff who have provided outstanding service to students, anywhere in the UA system, including rural campuses and extended sites. Four awards are available, one for each MAU (UAA, UAF, UAS, and Statewide).

All full time Classified and APT staff employed by the University of Alaska anywhere in the university system are eligible to be nominated. Service to students may include service as part of the job or volunteer service, either directly to students or behind the scenes.

Award recipients receive an award certificate presented at a Board of Regents meeting, two Alaska Airlines domestic airlines tickets, and \$1,000. All nominees receive a certificate of nomination. President Hamilton will present this year's awards during the June 7-8, 2001 Board of Regents Meeting in Fairbanks.

The Make Students Count Awards were established in the spring of 1999 to honor Classified and APT staff who have served students in an outstanding manner. That year, four awards were given to one person each from Statewide, UAS, UAA and UAF (June 7, 1999, News Release and group photo of past winners). In 2000, three awards were presented. See May 10, 2000 news release (<http://www.alaska.edu/opa/newsrelease/nr00-09.html>)

Nomination Deadline: April 6, 2001
You can nominate someone using the form provided at:
<http://gov.alaska.edu/staff/studentscount/2001nom-form.pdf>
Nomination forms must be accompanied by a letter of nomination documenting the nominee's service and at least three letters of endorsement.

ATTACHMENT 125/8
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY ADMINISTRATIVE COMMITTEE

Chancellor's Recognition Award

Nominations are open for the Chancellor's Recognition Award. The Chancellor's Recognition Award recognizes an outstanding staff member for service that is work related or a public relations effort that is noteworthy. Any staff member regardless of employment status at UAF is eligible for this award. Nomination deadline is April 24 and forms are available on the web at:
<http://www.uaf.edu/uafgov/www.nomform.html>
Additional information is available on the web at:
<http://www.uaf.edu/uafgov/www.chancrecog.html>

Chancellor Lind will present this award at the Staff Longevity Award Program on May 17.

ATTACHMENT 125/9
UAF STAFF COUNCIL #125
APRIL 4, 2001
SUBMITTED BY ADMINISTRATIVE COMMITTEE

UPCOMING MEETINGS

March 29, Ad Hoc Longevity, 1:30 p.m., Chancellor's Conference Room

March 30, University Advocacy, noon, Hutch

- April 3, Rural Affairs, 9 a.m., Wood Center Conference Room A
- April 4, Staff Council, 8:45 a.m., Wood Center Carol Brown Ballroom
- April 9, Ad Hoc Picnic, 10 a.m., Wood Center Conference Room B
- April 16, Elections, Membership and Rules, 10 a.m., Wood Center Conference Room A
- April 25, Staff Affairs, 9 a.m., Wood Center Conference Room B
- April 30, Ad Hoc Picnic, 10 a.m., Wood Center Conference Room B
- May 1, Rural Affairs, 9 a.m., Wood Center Conference Room A
- May 7, Ad Hoc Picnic, 9 a.m., Wood Center Conference Room A
- May 7, Administrative, 10 a.m., Wood Center Conference Room B
- May 14, Elections, Membership and Rules, 10 a.m., Wood Center Conference Room A
- May 15, Ad Hoc Picnic, 10 a.m., Wood Center Conference Room B
- May 16, Staff Council, 8:45 a.m., Wood Center Carol Brown Ballroom
- May 17, Staff Picnic and Longevity Awards Program, 12:30 p.m., Wood Center Carol Brown Ballroom