

MINUTES

UAF STAFF COUNCIL MEETING #128-A

Wednesday, September 19, 2001

Wood Center Memorial Conference Room

I Scott McCrea called the meeting to order at 8:50

MEMBERS PRESENT:

Allen-Luopa, Joyce

Armstrong, Kim

Burkhead, Tyrone

Bywater, Casey

Carlson, Kurt

Comstock, Sarah

Crews, Jean

Hagen, Debra

Ledlow, Larry, Pres-Elect.

Linn, Angela

McCrea, Scott, Pres.

O'Neill, Rory

Parzick, Julia

Sharpton, Sue

MEMBERS ABSENT:

Culbertson, Scott

Esters, Yolanda

Gray, Diane

*Hazelton, Gabrielle

Howdeshell, Stacey

Moore, Donna

*Murawsky, Nici

Renfro, Carol

Seymour, Matt

*Simmons, Heidi

Sowell, Pam

Whitehorn, Joyce

*York, DeShana

OTHERS PRESENT:

Solano, E.

B. The agenda was approved.

II New Business

A. Motion to Amend Staff Council December Meeting

The Staff Council President attends the Board of Regents, which is scheduled in Anchorage the same day as the December 7 Staff Council meeting. Want to keep December face-to-face meeting on a Friday because it is more convenient for rural members to travel on the weekend. After a brief discussion the motion was passed with unanimous approval.

MOTION PASSED (unanimous)

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The UAF Staff Council moves to change their December 7 meeting to December 14.

EFFECTIVE: Immediately

RATIONALE: The Board of Regents is holding a meeting on December 7 in Anchorage. Member(s) of UAF Staff Council attend Board of Regents, therefore, would not be able to attend Staff Council.

B. Motion to Establish Ad Hoc Calendar Committee

An Ad Hoc Committee was established, least one member, to organize the 2002 Staff Council calendar. Requesting a volunteer to complete committee. Forward any names to Staff Council Secretary. Kathy Mosca may have interest. Motion passed with unanimous approval

MOTION PASSED (unanimous)

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The UAF Staff Council moves to establish an ad hoc committee to organize the 2002 Staff Council calendar and the following people have volunteered to serve on the committee:

1. Darleen Masiak
2. Larry Ledlow
3. Elizabeth Solano
- 4.

EFFECTIVE: Immediately

RATIONALE: Work on the 2002 Staff Council calendar needs to begin immediately in order to meet printing deadlines, so that the calendar can be distributed at the December meeting.

C. Motion to Establish Ad Hoc Staff Training Committee

The committee will compile training information from departments throughout campus. This will be accomplished by dividing the campus, by departments, among committee members. Each department will be asked questions in regards to the training of new staff. Example questions: Who does the training for new employees? Is there a handbook available to new employees for reference? Is there a checklist with information including, what new employees need to know about and what is available to them? Once this information is compiled and the committee has a view of what is out there, what's missing and what has already been done, they will come up with suggestions for UAF Human Resources (HR). HR will then coordinate to the different departments for the purpose of better training new employees. President McCrea asks anyone interested to sit on committee and also requests Staff Council representatives get the word out to staff who would like to be on the committee. Any names for committee should be given to President McCrea or Staff Council Secretary. Motion passed with unanimous approval.

MOTION PASSED (unanimous)

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The UAF Staff Council moves to establish an ad hoc committee on staff training for new employees and the following people have volunteered to serve on the committee:

1. Debra Hagen
2. Sue Sharpton
- 3.
- 4.
- 5.

EFFECTIVE: Immediately

RATIONALE: Research new employee training procedures in departments throughout UAF and to come up with suggestions for standardization of training.

D. Motion to Endorse Staff Alliance Motion 2% Grid Increase

Kurt Carlson has concerns that this increase isn't quite enough. Questions whether there is enough backup for it to pass at legislature. Debra Hagen questions if President McCrea, when going before President Hamilton, takes information regarding faculty increases. President McCrea feels that there is awareness of the problem, but are not sure how to fix issue. He adds that the whole compensation structure needs to be reviewed. Joyce Allen-Luopa asks if there will be another increase in 2003. President McCrea relays that President Hamilton said he will put in for another increase of 1.5%. After a brief discussion the motion passed with unanimous approval.

MOTION PASSED (unanimous)

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The UAF Staff Council moves to endorse the following motion that Staff Alliance passed at its August 14, 2001 retreat:

"The Staff Alliance of the University of Alaska strongly recommends the University of Alaska invest in the university by providing a 2.0% increase to the salary grid for non-represented staff in FY2003."

otion to Endorse Staff Alliance Motion to Complete Job Classification by 2002

gent McCrea informs Staff Council that there is still another two years to finish project. Human Resources needs more people hired in order to complete by July 2002. Kurt Carlson says the Statewide HR has recently hired three people. President McCrea is not sure how many new hires are needed to complete project. After a brief discussion the motion passed with unanimous approval.

MOTION PASSED (unanimous)

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The UAF Staff Council moves to endorse the following motion that Staff Alliance passed at its August 14, 2001 retreat:

"The Staff Alliance of the University of Alaska strongly recommends that the University of Alaska provide the

resources and funding necessary for the Statewide Office of Human Resources to complete the staff classification project by July 1, 2002.”

III Comments and Questions

President McCrea held a drawing for a Staff Council representative to join him at a Chamber Luncheon, for the purpose of recognizing staff. Joyce Allen-Luopa won the drawing.

IV The meeting was adjourned at .9:25

A tape of this Staff Council meeting is available in the Governance Office if anyone wishes to listen to the complete tape. Submitted by Elizabeth Solano, Staff Council secretary.