

MINUTES
UAF STAFF COUNCIL MEETING #136
Friday, June 7, 2002
Wood Center Carol Brown Ballroom

I Scott McCrea called the meeting to order at 8:55 a.m.

MEMBERS PRESENT:

Allen-Luopa, Joyce
Bauer, Cynthia
Bales, Jacqueline (for Armstrong, Kim)
Comstock, Sarah
Cook, Linda
Forbes, Liam
Gaudin, Susan (for Crews, Jean)
Howdeshell, Stacey
Ledlow, Larry
McCrea, Scott
Newman, Gary
O'Neill, Rory
Salganek, Maya
Sharpton, Sue
*Simmons, Heidi
Truncali, Christine
Wegner, Julie

MEMBERS ABSENT:

Burkhead, Tyrone
Fields, Wanda
Linn, Angela
Gray, Diane
*Hazelton, Gabrielle
Littell, Michelle
Moore, Donna
*Murawsky, Nici
Noll, Suzanne
Overturf, Mary Beth
Whitehorn, Joyce
*York, DeShana

OTHERS PRESENT:

Humphrey, Mike
Lind, Marshall
Solano, Elizabeth

- B. The minutes to Meeting #135 (May 15, 2002) were approved as distributed via e-mail.
- C. The agenda was adopted as distributed via email.
- D. President's Report

Scott McCrea said this is his last day on Staff Council and last day of Athletic Director search. Scott McCrea said this was the best Staff Longevity Awards & Picnic ever and thanked everyone who was involved. Staff Alliance sent out a memo from President Hamilton saying that staff will receive 1.5% pay increase to the salary grid. Scott McCrea said that this has been a research year for Staff Council. Guest speakers have presented Staff Council with information, and the committee's have done research on different issues. Scott McCrea feels that Staff Council has set the tone for next year. He said that although Staff Council did not accomplish all the intended goals for the year, headway was made and a good image was set. With Larry Ledlow's approval Scott McCrea would like to continue the New Staff Orientation. Scott McCrea and Larry Ledlow presented Elizabeth Solano, Staff Council Secretary, with a certificate of appreciation.

- E. Scott McCrea passed the gavel to Larry Ledlow.

Staff Council presented Scott McCrea with the following resolution of appreciation for his outstanding service with Staff Council. The resolution passed with unanimous approval.

RESOLUTION PASSED (unanimous)

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RESOLUTION OF APPRECIATION
FOR
SCOTT J. MCCREA

WHEREAS, Scott J. McCrea has served as the University of Alaska Fairbanks Staff Council President from June 2001 through May 2002; and

WHEREAS, In this role, Scott J. McCrea established clear visions for the betterment of constituent welfare, strengthening of relations with administrators, students, and faculty, as well as contributing to the University community as a whole;

WHEREAS, Interests and concerns of the University of Alaska Fairbanks staff have been represented ardently and unequivocally by Scott J. McCrea at the highest levels of Governance through his tireless participation in Staff Alliance, Board of Regents (BOR) meetings, and strategic planning activities; and

WHEREAS, Scott J. McCrea has facilitated and consistently supported the work of all University of Alaska Fairbanks Staff Council committees; and

WHEREAS, Scott J. McCrea has served the University of Alaska Fairbanks Staff Council as a leader, activist, and advocate in a manner deserving of the Council's greatest esteem; and

WHEREAS, The University of Alaska Fairbanks Staff Council wishes to record officially the outstanding service rendered by Scott J. McCrea as he concludes his term as president;

THEREFORE BE IT RESOLVED, That the members of the University of Alaska Fairbanks Staff Council acknowledge Scott J. McCrea's exemplary leadership and express great appreciation for his contributions to the welfare and morale of our constituents.

Dated this 7th day of June, 2002.

II Chancellor's Remarks – M. Lind

Chancellor Lind thanked Scott McCrea for his service this past year and said he's particularly pleased with the efforts that went into the New Staff Orientation.

Accreditation was this last year, with the visit in October, the preliminary report in December, and the final report in January. Chancellor Lind said the benefit of the hard work put into the Accreditation was the process itself. The university was encouraged to take a serious look at what is being done and will continue to use the findings of the self-study as a guide in the future.

Chancellor Lind said that the university saw some good things happen with students in terms of scholars and the competitions they were involved in. The university had an increase in enrollment. Most importantly the number of applications and acceptances for this coming fall are higher than those of a year ago. Chancellor Lind said things are moving in the right direction.

The university planning efforts are well underway and the Master Plan will be presented to the BOR next week. The current focus is on what's going to be in the best long-term interest of the university for all of the property that lies north of the campus.

Chancellor Lind said that construction of a new building (38,000 ft.) would begin this summer. The building will be located behind the Elvey Building and will include research and office space. The university hopes it will be ready for move by a year from this fall. The building will be referred to as the West Ridge Research Building and will take up a portion of the parking lot behind the Elvey Building.

The university also asked the legislature for help for some additional buildings, to include a bioscience

building. The legislature responded positively and the people of the state will get to vote on, in November, under general obligation bond, 21 million dollars for Phase I of the new bioscience building to be located on west ridge. The legislature also put in 9 million dollars for Phase I of the Lena Point Facility for fisheries program in Juneau, and 2 million dollars to help with renovation of space for Tanana Valley Campus.

Chancellor Lind said the university asked for 16.9 million from the legislature, however, received 8 million dollars. A portion of the budget will go to salaries, cost of living increases, and staff benefits, which is directly tied to the health costs. Tuition costs will need to be reviewed in the near future. Chancellor Lind anticipates there will be an increase in tuition that will probably be extended out over several years.

Chancellor Lind asked for questions from Staff Council. Representative Sarah Comstock questioned what would happen in regards to the legislature's failure to appoint student regent to the BOR and how they would involve student input. Chancellor Lind said he does not know how the BOR will entertain student input, but said they are looking at different ways to keep student involvement. Representative Gary Newman, an employee at GI, asked where GI employees would park when construction starts and would happen to the view from GI when new bioscience building is constructed. He also asked what the soil suitability is for the planned building. Chancellor Lind said that GI will be one of the prime users of facility and this would help GI to alleviate the space issue. Chancellor Lind said there is a problem with soils throughout much of the area, but the experts who have done the soils testing feel that the sight behind the Elvey Building is the best location. A plan is being worked on to make up for the lost parking space. Some of the view will be lost, however, it will probably be five years before building is constructed. Representative Linda Cook asked, in regards to possible tuition increases being looked at in the near future, if constituents' benefits in regards to employee's children attending university would change. Chancellor Lind said he has not heard employee tuition benefits changing.

III Committee Reports

A. Staff Affairs – G. Hazelton

Staff Affairs held their last meeting on June 4.

Sick leave conversion to retirement—Mike Humphrey, SWOHR, did not attend. When Joyce Allen-Luopa met with Mike Humphrey earlier, he had 2 options that could be explored:

1. Contact all PERS participating units to see if they wanted to be included in this new option. This would share funding results.
2. UA has this option by itself. Funding this would be expensive unless employees paid for this option for themselves.

Joyce Allen-Luopa will contact Mike Humphrey again requesting feedback on current proposal, number of UA employees possibly affected and attending our next meeting.

Gabrielle Hazelton will contact someone at PERS about which units participate in PERS, how PTO units participate in PERS and if a formula exists for what an employee would have to pay to transfer any sick leave balance. It is possible that State union would have much of this info at their fingertips. Wanda Fields will contact interior legislative representatives and find out what they would need to sponsor a PERS change bill in the 2003 legislative session.

1999 SB 9 update. Senator Wilken's office said that a new bill would have to be introduced; there was no way to go back & change SB9 to include the university. The suggestion was to wait until after fall elections and then approach a legislator. Since there was no cost, except to employee, there should be no problem with introducing & passing such a bill.

Supplemental health insurance-see attachment. Gabrielle Hazelton will forward specifics to Mike Humphrey, SWOHR, for his feedback on history & future considerations, hopefully by the next meeting.

Pedestrian foot/bike access around Tanana Loop & Fairbanks St. to Harper Building. Liam Forbes will contact

Deb Brownfield, Space Planning & Management, as a starting place.

Staff Affairs will hold their next meeting on June 27 at 9:00 in Wood Center Conference Room A.

B. Elections, Membership & Rules – D. York

Not present. No report was given.

C. Rural Affairs – H. Simmons

Last Rural Affairs (RA) meeting for this fiscal year was 5/3 and a report was given at the 5/15 staff council meeting.

Most staff at rural sites are off contract until mid August. In September, Heidi will contact RA members via e-mail to brainstorm ideas for our first meeting scheduled for Friday, October 11th 9-10am. The next meetings will be Nov 15 and Dec 6, always 9-10am.

An existing concern to non-12 month staff is the inability to make PERS contributions while they are off contract. RA committee is not sure of what action needs to be taken but would greatly appreciate help from Staff Council in finding solutions to make this policy happen as soon as possible.

Thanks to the Center for Distance Education Staff that are working on the UAF-CRA fall registration schedule. The schedule contains course offerings for CRA rural campus and shared courses from UAS. Registration schedules will be mailed to all post office box holders in rural Alaska approximately August 1st. Registration is August 12-30 with courses starting September 9th.

D. University Advocacy – S. Comstock

The UAF Day at the Southside Community Center was held on Saturday, May 18. We had great participation from over 20 UAF departments, but unfortunately our turnout of community members was not what we had hoped. We are currently talking about how to re-shape the event so that it is more inviting to community members.

Our plan for next fall is to offer a UAF Tour around the face-to-face meeting. We would like this tour to not only be available for UAF staff and faculty, but also some of our legislators as well. We plan to work with Ann Ringstad on that piece of the event.

E. Ad Hoc Staff Training – D. Hagen

After a brief discussion the following motion passed with unanimous approval.

MOTION PASSED (unanimously)

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The UAF Staff Council moves to formally accept the report of the Ad Hoc Staff Training Committee.

EFFECTIVE: Immediately

The Ad Hoc Committee for Orientation/Training submits the following survey results, examples and recommendations for process improvement of training, orientation and information flow to new UAF staff. The ad hoc committee met approximately six times over a four-month period, assembled the survey, scanned the returned surveys for suggestions from the staff, and surfed the web for ideas of how other universities are distributing information to new employees. Following are some suggestions the committee interpret as high priority items.

The surveys were distributed by Elizabeth Solano to all UAF Staff including the rural campuses during the month of November 2001. The employees' comments were returned at approximately ten percent of the overall distribution. The ad hoc committee met as a group, reviewed the surveys, and formed a list of the most frequently stated complaints and suggestions. This list is attached, "Employees' Comments from the Staff Council Training/Orientation Ad Hoc Committee survey." Discussion touched on the possibility of writing a manual for the orientation process, but some of the comments pointed out that manuals are usually never updated. Therefore, the web appears to be the most-likely candidate for posting and distributing information to the staff.

An example of a "new staff" web site is located at the University of Colorado, [New Staff Connection](#). The site provides information on campus activities, HR information and links to the Staff Council. The UAF Human Relations Department (HR) could provide a similar link on the UAF web site for Faculty and Staff; have this new link point to HR's sites, "Hot Sites," such as, Financial Services for their training and forms information, and provide answers to "Frequently Asked Questions," such as, How to get Banner Access. Many of the basic procedures and training information could be compiled into this one stop location on the web for new staff.

Departments need to be encouraged to come aboard with this process by customizing a checklist for supervisors and mentors to refer to during the orientation process and by allowing time for the new employees to attend training sessions. An example checklist as contributed by Gabrielle Hazelton, "First Day on the Job," is a checklist that works for her department.

Some of the surveys returned comments about the difficulty to see how one department fits into the overall organization. As part of the orientation process, this information should be made available to new employees. Departments should update their organizational charts on an annual basis and have them posted to appropriate web sites.

Employees' Comments from the Staff council Training/Orientation Ad Hoc Committee survey:

1. What types of things does your department do to make a new employee feel welcome? Just to remind them of the little things that make a big difference in welcoming the new employee and maybe they have some good ideas not used by others.

- Co-worker assigned to introduce to others in the department and give a tour of the department and facility (highlight the emergency exit procedure).
- Get new employee's email, meetingmaker, computer, software set up prior to new employee's arrival.
- Point to key elements (online manual/policy & reg's), HR/Dept's, travel, pro card, provide phone book
- Allow time to read and deal with HR paperwork.
- Supervisor checklist
- Office procedure manual with department structure, have info online
- Many departments reported that nothing was done other than basic introductions.

2. Who does the training? Is that person trained themselves to know how to properly train someone?

- OJT, other staff in the department, supervisor, depends on the position
- Supervisory "train-the-trainer"
- There is a Training scheduling conflict in the summer – new hires cannot get any banner training as all the departments are busy with year end work
- List "Who to contact" for banner setup, banner access
- Some employees reported that they were left to figure out their duties on their own.

3. What sort of guidelines does the department follow? (checklist, manual)

- Desk manual w/current updates
 - Banner manuals needs to be updated (last update 1998)
 - Catalog, HR manual, Reg's & Policies with table of contents
 - A systematic program...day 1-2: dept. mission, meet other staff, campus tour, dept tour; day 3-5: roles & responsibilities, expectations, campus resources; day 6-10: specifics of jobs, computer training, skill development
 - Many employees reported that there are no guidelines, no manuals, etc.
4. What role does the department head/supervisor/director play...do they make it a point to introduce themselves, maybe take the new employee to lunch?
- In general this is not a problem, checklist – introductions
 - Take employee around
 - Send department email introducing the new employee
 - Department newsletter
 - Most employees reported that supervisors, in general, were available to do the introductions
5. Is there specific information that you learned on the job that you wish you were told or taught when you were a new employee?
- Who to contact for Banner training and Banner questions
 - Lessons learned for smoother transitions
 - Who to contact in special circumstances, especially in supervisor absence
 - Organization chart and information regarding the department's role in the Univ. system
 - Financial services & HR calendar of events
 - Learn recruitment procedures
 - Parking policies...new employees should be exempt from parking tickets on their first day
6. Do you have any suggestions or comments about orienting/training new employees, based upon your experience, i.e. what works best or what hasn't worked in the past?
- Need organization chart
 - Who to contact when?
 - "The Experts" list
 - More exposure to continuing training
 - "Cross training" to allow for continuing training
 - Provide link to the UAF Staff Council web site and who to contact for information about local representation. Encourage new staff to participate in Staff Council. It's a good way to learn more about the University.

JCSFOS - First Day on the Job Orientation

1. Local Introductions/Job Functions
 - Staff/Faculty
 - diversity & documentation
2. Building tour
 - Anderson (UAS/UAF areas)
 - Sherwood
 - Keys/Parking
3. Familiarization with the office & office policies
 - Office/Desk
 - Supplies

Telephone System/Directory/Lists
Restrooms/Coatroom/Water Fountain
Photocopier
Files

Lunch/Break Area
Personal Visitors/Phone Calls
E-mail

4. Department Info

History/Locations
Overall Function
Short/Long Term Goals

5. JCSFOS/SFOS Structure

Interrelationship between departments. Flow of work, key individuals, job functions
JCSFOS/UAS

6. Copy of Exact Job Duties & Responsibilities (JEF)

Expected frequency of performance
Performance Evaluations
By Whom
When
Probationary Period

7. Computer Information

8. Timesheets

Hours of Work/Lunch
Flex/leave Procedures
How to report in sick
Vacation/Appointment Scheduling
Overtime

9. Paychecks

10. Training & Development

11. Staff Council

12. First Day Assignments

13. End of Day Meeting (30 minutes)

Review of Day

Question & Answer

Plans for Day 2

F. Ad Hoc Longevity Awards – D. Hagen

Feed back for Longevity Committee Debrief

Submitted by: Alice Baergen, May 29, 2002

a. With reference to students attending program. Associate Vice Chancellor Schedler pointed out that her students are fulltime staff people during the summer. If they are to be excluded, she would like to be notified it doesn't make a difference to her, but just let her know.

I believe we should exclude them as they are officially students regardless of whether they are full time during the summer or not. If we allow them to attend, we should open it up to all students. This is not feasible.

b. When we call the 35, 30, 25, 20 year folks and their supervisors up for their awards, MC should have them line up as the 15, 10 and 5 year folks do. This will even again - speed the program up.

c. Hold applause until the end, we were applauding for folks that weren't present when the 15, 10 and 5 year folks were announced.

d. Have awards personalized with name.

e. Address the issue of length of service at UAF. Do we count temporary service for length but have an actual date for full time without a break as we do now.

f. Stick with picnic prior to program, begin program promptly at 1:00 as we did this year.

g. Refine a way to ascertain whether an staff person is going to attend the program or not, if not attending we shouldn't read their name.

Just a few of my thoughts, I think the program went well.

Chandra Clack and I met on Wednesday, May 29th, these are our suggestions:

- a. Start program on time, keep things moving.
- b. Recognize those with the most years 1st and work backwards, as was done in this years program.
- c. Names on all awards, that is a plus. Keep the same awards for 3 years, then think about changing.
- d. Combine picnic and longevity committee so they are working together for the good of the program.
- e. Get list sooner to Governance Office, so that recipients & departments know they are getting an award.

This is the recommendation from Nici Murawsky at the Seward Marine Center:

- a. Get the rural site awards out early so that these employees can receive these awards when the sites have their recognition ceremonies.

These are the comments from Heidi Simmons in Bethel:

- a. 15+ year rural site employees be given the opportunity to accept their awards in person. It would mean alot to the employee, their campus and to the UAF folks that may rarely get to network with them.

Thank you all for the good job you do at keeping track of everyone! Heidi

G. Ad Hoc Staff Picnic – A. Linn

Wrap Up Report
Staff Picnic 2002

The Ad Hoc Picnic Committee met on Friday, May 17, 2002 and formulated the following recommendations.

I. Attendance

- A. Approximately 450+ people attended
- B. Moved nearly entire group through the four lines in approx. 26 minutes

II. Food Purchased for 2002 Picnic

A. Quality Meats:

1. 16 cases of hamburger patties (3/1)
2. 2 cases of hot dogs (5/1)

B. Sam's Club:

1. Hamburger buns (660)
2. Hotdog buns (100)
3. 6 boxes (84) Boca Burgers
4. 18 heads of romaine lettuce
5. 3 blocks of cheese
6. 25 lb box of tomatoes
7. 10 lbs. of onions
8. 2 cans ketchup, 7 lb 2 oz each
9. 1-gallon mayonnaise
10. 1-gallon mustard
11. 1 jar of sweet pickle chips 68 oz
12. 1 jar of dill pickle chips 68 oz
13. 1 jar of relish 68 oz
14. 3 large containers of ice tea dry mix

15. 3 large containers of lemonade dry mix

16. 150 lbs. of charcoal

III. Suggested changes to purchases for next year

A. Double number of hotdogs (200) and hotdog buns.

B. Get 4 blocks of cheese.

C. Get more plastic ware. (forks, spoons, knives)

D. Get bigger plates.

IV. Suggested changes to layout of ballroom

A. Put bowls of chips on tables.

B. Put tablecloths on food tables.

C. Have more trashcans set up throughout ballroom (and larger in size, if possible)

D. Have chairs set up along the walls and back.

V. Additional Issues Discussed

A. Grounds Crew Student Workers

1. A number of grounds crew students attended (this happened last year also)

2. Next year, contact the department they work for so they bring food if they are going to participate.

B. Establish Ad Hoc Picnic Committee in November

1. Send out letters to potential donors/contributors of door and raffle prizes

2. Many had already made their charitable donations for the year by the time we contacted them in February

C. Be sure to again utilize the assistance of Dining Services

1. Slicing vegetables

2. Storage of supplies overnight

3. Donation of two large salads

D. Communication with the Longevity Awards Ad-Hoc Committee

1. VERY important to be communicating

2. Coordinating these two events makes for a great day. Be sure that each committee knows what the other is doing and that the chairs are communicating to the Staff Council Executive Secretary.

E. Thank You Letters

1. Be sure to send to those companies who donated prizes

2. Also send letters to all others who helped to make the event a success (Wood Center staff, Dining Services, Cheryl & Tom Plowman, etc.)

IV Guest Speaker

Mike Humphrey, Statewide Human Resources
Healthcare Issues

Mike Humphrey informed Staff Council of the rising health care costs and encouraged Staff Council to use the mail order pharmacy. He said that employees can expect health insurance charges to be about \$35 dollars a pay period starting January 1, 2003. Mike Humphrey said that the costs are going to be a huge drain on the university's budget. Representative Maya Salganek said that the plan does not seem to be individualized according to lifestyle and asked if there is any mobility for changing that. Mike Humphrey said that is an issue that is currently being looked at. Representative Julie Wegner asked if the university has looked into giving employees a number of different plans, where an employee could pick a plan according to lifestyle. Mike Humphrey said that plan flexibility is an issue that is on the table. Representative Liam Forbes asked how his constituents could contribute ideas to what is being worked on. Mike Humphrey said he suspects somewhere in the process there will be an invitation for discussion groups with employees.

Five-Minute Break.

V Old Business

Motion to Amend UA Nondiscrimination Statement, Policy #04.01.020

Larry Ledlow said that this issue was discussed several times this past year and wanted to touch on it one more time before the end of the year. Larry Ledlow said that this has to do with the university environment, promoting diversity, and also ensuring employees are treated fairly by adding the term sexual orientation to the policy.

Scott McCrea informed Staff Council that the motion was tabled after a meeting he and Larry Ledlow had with President Hamilton. President Hamilton was concerned that this type of motion would have an impact on the university budget. Faculty Senate did pass a similar motion and requested that it go to the March BOR, however, the motion did not get on March BOR agenda. Forums on the issue were held to gather more information have an open discussion.

Scott McCrea proposed the following amendments to the motion. Delete the phrase “or sexual orientation” and add a new statement that states “In addition discrimination against any individual because of sexual orientation is also prohibited.” Delete the phrase “the UAF Faculty Senate and”. Delete the word “March” and add “September”.

Representative Linda Cook stated that a laundry list will continue to be added to as people find fault in one or another thing someone does, and the issue is more importantly and effectively addressed in training. She said that a clear message needs to come from upper management informing employees and students that discrimination in any form will not be tolerated.

Scott McCrea noted that former representative, Kurt Carlson, also wanted Staff Council to consider not having a laundry list.

Representative Liam Forbes said that a stronger statement would be “no discrimination will be tolerated” and then add a list of examples. He also stated he would like an opportunity to discuss issue with constituents.

Representative Sue Sharpton stated that this is a human relations training issue and is not a legislative issue.

Representative Joyce Allen-Luopa said that at the current state of human consciousness it would be nice to have things clearly defined in writing. She said this is both a human rights training issue and an effort to make it clear to everyone what isn’t tolerated.

Representative Sarah Comstock stated that Federal and State policy does not include sexual orientation. She said that Staff Council needs to decide whether this is coming from a Federal and State level or a UA policy level.

MOTION PASSED (unanimous)

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The UAF Staff Council moves to extend the meeting time to finish business.

EFFECTIVE: Immediately

After a discussion, the motion as amended passed with 9 in favor and 5 against.

MOTION PASSED AS AMENDED

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The University of Alaska Fairbanks Staff Council requests that the University of Alaska Board of Regents amend the UA Nondiscrimination statement (Policy #04.01.020) as follows. Additions to the statement are in bolded caps.

Delete = (())

Add = CAPS

In accordance with federal and state laws, illegal discrimination in employment against any individual because of race, color, religion, national origin, age, sex, veteran status, physical or mental disability, marital status or changes in marital status, pregnancy or parenthood, ((or **SEXUAL ORIENTATION**)) is prohibited. IN ADDITION DISCRIMINATION AGAINST ANY INDIVIDUAL BECAUSE OF SEXUAL ORIENTATION IS ALSO PROHIBITED. Decisions affecting an individual's employment will be based on the individual's qualifications, abilities and performance, as appropriate.

Staff Council further requests that copies of this motion be sent to ((the UAF Faculty Senate and)) ASUAF for voting consideration, and that once acted upon, copies be forwarded to staff, faculty, and student governance groups at the other two MAUs for their consideration.

EFFECTIVE: Staff Council requests that first discussion of the amendment be placed on the Human Resources Committee agenda at the ((March)) SEPTEMBER BOR meeting.

RATIONALE: Under the current policy, gay and lesbian students, staff and faculty could be discriminated against because of their sexual orientation. As an institution of higher learning, the University of Alaska should be setting an example to the rest of the state in terms of recognizing and respecting all of the diverse peoples of Alaska. By adding sexual orientation to the policy, the university is further sending a message to gay and lesbian students, staff, and faculty that this is a place where they are welcome, accepted, and protected against discrimination.

VI New Business

A. Larry Ledlow, "Look Ahead"

Staff Council

Look Ahead for 2002-2003

UAF Strategic Plan 2005

- Serve as a world leader in arctic research and related graduate education
- Provide high quality undergraduate education for traditional and non-traditional students
- Form active collaborations with communities, organizations, businesses and government to meet identified state, national and global needs
- Serve as the premiere higher educational center for Alaska Natives
- Serve as a model to demonstrate how gender, racial and cultural diversity can strengthen a university and society
- Serve as an academic gateway to the study of North Pacific and Circumpolar Northern land and seas

Current Context

- UAF re-accredited
- Increasing enrollment
- Capital improvements
- Fiscal challenges
- Re-classification
- Increasing healthcare costs

Things We Need to Do

- Maintain active awareness of issues directly impacting staff
- Ensure constituents' interests are adequately represented
- Ensure constituents' interests are accurately presented to administration

Some Internal Goals

- Improvements in...
 - The way we work
 - Effectiveness and efficiency in communications
 - Staff awareness of our roll and utility

Questions to Ask Yourself

- Do my constituents know who I am?
- Have I made an effort to gather sufficient information?
- Have I communicated this to/from Staff Council?

Homework Assignment

- By COB Monday...
 - List top five staff issues within your unit
 - List three things you think Staff Council does well
 - List three things you would like to see changed within Staff Council

B. Other Business/Comments and Questions

VII The meeting was adjourned at 10:55 a.m.

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.