

MINUTES
UAF STAFF COUNCIL MEETING #102
Friday, October 9, 1998
Wood Center Ballroom

I Shannon Christensen called the meeting to order at 8:35 a.m.

MEMBERS PRESENT:

Anderson, L.
Bublitz, E. (for R. York)
Candler, R.
Christensen, S.
Comstock, S.
Downes, I.
Duvlea, P.
Hazelton, G.
Martinez, R.
McClellan, L.
Oleson, B.
Parzick, J.
Powell, D.
Scholle, M.
Segla, D.
White, P.
Wilson, K.

MEMBERS ABSENT:

Bales, P.
Bender, L.
Enochs, K.
Findlay, G.
Frey, B.
Gieck, B.
Leavy, D.
Murawsky, N.
Rogers, P.
Scalise, G.
Stubsjoen, A.
Thomas, M.

OTHERS PRESENT:

Kirts, C.
Mills, M.
Mosca, K.
Poole, J.
Wadlow, J.
Williams, F.

B. The minutes to Meeting #101 (September 16, 1998) were approved with the notation that LaTanya McClellan was present at the September meeting.

C. The agenda was adopted with the addition of Item C. Campus Safety under Other Business.

II Interim Vice Chancellor for Administrative Services Remarks
- F. Williams

Y2K Problem - The University is seeking to put a budget request in for assistance in meeting this problem. Contact Diane Marshall or Richard Machida for more information. The Y2K also includes equipment, i.e. digital equipment, elevators, ventilation systems, etc.

Banner will be down from October 15 at 5:00 p.m. through October 22 for the Y2K compliance.

Safety Services - In a proactive stance, Safety Services will be working in conjunction with the Rural College whereas Safety Services will visit the rural sites and increase safety awareness.

III Chancellor's Remarks - J. Wadlow

President Hamilton - Chancellor Wadlow has had the opportunity to hear President Hamilton speak at various settings, Chancellor's retreat, Rotary luncheon, and the Board of Regents meeting. At all the settings, three priorities were highlighted. First, increase the University budget. President Hamilton is concentrating on strategies for the next three years rather than dwell on the past, and includes one percent real growth for the next three years. The University will ask for a \$16 million increase for next year. The approach is positive and highlights the special items and educational opportunities available at the University of Alaska. Second, aggressive recruiting is a key issue. One idea is to admit students early on in their academic career when they have scored a certain level on various tests. Highlight the programs that the University has and provide some information on the possible job opportunities available for the specific interest areas. This idea is still in the concept stage and is not ready for implementation yet. Increase marketing and involve the Alumni association. The third theme is give tuition scholarships to the top 10 percent graduating high school seniors in the state. This effort would take combined financing from the state and legislature. The percentage is higher for a student to stay in the state than if they attend college outside the state.

provide a mechanism for students to complete a year or two at their site and then transfer to the main campus. Dean Kirts stated that this topic has not been addressed adequately. Mike Mills stated that this is a good idea and will be looked into.

V Governance Reports

A. Faculty Senate - M. Schatz

Madeline Schatz is ill and was unable to attend the meeting.

B. ASUAF - J. Richardson

No report available.

C. Alumni Association - J. Poole

The Alumni Board of Directors will meet next weekend. The goals for this year will be set. The Board will also receive a tour of campus highlighting all the improvements that will be made this past summer.

Alumni Association retreat with President Hamilton will take place on October 30. The Alumni directors from all three campuses will discuss their goals with the President.

Alumni will continue to work with Admissions to increase enrollment. Increased involvement with alumni

Bev Frey is away from Fairbanks for training until October 17 and then will be on Family Medical Leave until the first part of November. In her absence, Shannon Christensen gave the report.

All staff are encouraged to run in the upcoming elections. Several units have vacancies in either representative or alternate positions. If you know anyone wishing to fill a vacant position, contact the Governance Office at fystaff@uaf.edu.

Health benefits will continue to be an issue in the coming year. All representatives were encouraged to forward recommendations from their constituents on how they can be restructured to provide the best possible coverage and still be cost effective.

UAF GOVERNANCE COORDINATING COMMITTEE
PROCEDURES

INTRODUCTION

FACULTY, STAFF, AND STUDENT GOVERNANCE IS ESTABLISHED
BY UNIVERSITY OF ALASKA BOARD OF REGENTS' POLICY. EACH

ARTICLE III Membership

Sect. 1 The UAF Governance Coordinating Committee will consist of the president and president-elect, or their designee, of the three governance bodies. In the case of ASUAF, the senate president will serve on the UAF Governance Coordinating Committee. (For the purpose of identifying membership, the three governance bodies are the Associated Students of the University of Alaska Fairbanks, Faculty Senate, and Staff Council.)

ARTICLE IV Leadership

Sect. 1 The chairperson of the UAF Governance Coordinating Committee will be elected from its members for a one-year term, BEGINNING JUNE 1 AND ENDING MAY 31. The election will occur at the last UAF Governance Coordinating Committee meeting of the academic year, WHICH MUST FOLLOW THE COMPLETION OF ALL GOVERNANCE ELECTIONS.

ARTICLE V Committees

Sect. ((1))2 The conference committees of the UAF Governance Coordinating Committee shall include:

((Academic Computer Users Committee))
Intercollegiate Athletics Committee
((Chancellor's Advisory Committee on Public Safety,
Transportation and Parking))
Rural Affairs Committee
UAF Grievance Council
Health Issues

Sect. ((2))1 A. ((Conference)) STANDING committees shall have at

1. review and make policy recommendations to the Chancellor and UAF Governance Coordinating Committee regarding campus safety, security, and the transportation system at UAF.
2. serve as an appeal board, deciding appeals regarding motor vehicle citations and privileges.)

((C))A. Intercollegiate Athletics Committee

The charge of the Intercollegiate Athletic Committee shall be to:

1. exercise oversight of the direction of the Intercollegiate Athletics Program.
2. investigate compliance with NCAA and conference regulations.
3. participate in the evaluation of intercollegiate programs

((D.)) B. Rural Affairs

The charge of the Rural Affairs committee shall be to:

1. oversee the general welfare of the UAF community not residing on the Fairbanks campus.
2. monitor all activities affecting compliance with the Rural College mission statement of the University of Alaska Fairbanks.

((E))C. UAF Grievance Council

The UAF Grievance Council will administer grievance procedures and make recommendations in compliance with Board of Regents grievance policy and University regulations.

((F))D. Health Issues Committee

The charge of the Health Issues committee shall be to:

1. address health issues which affect the work environment.
2. coordinate efforts with the Health Center, Fire Department, Risk Management, and ((Public Safety)) UAF POLICE to find solutions to health issues.

Sect. 3 Ad Hoc Committees may be established as demand warrants.

SECT. 4 THE GOVERNANCE COORDINATING COMMITTEE WILL RECEIVE REPORTS FROM OTHER COMMITTEES OUTSIDE ITS CONTROL WHOAC7 -0.923 TD [(

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Sect. 2 Amendments to the Procedures shall be forwarded to the Chancellor's office for approval.

Internal Audit on Parking - The committee discussed this audit and a few areas were addressed, such as the appeals process. Betty Hoch was contacted ew[(Sect.)-7077(be)-mt
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- increased educational benefits for employees
- internal recruitment
- non-smoking in all non-residential buildings at UAF
- more University holidays, including an extra day at Thanksgiving, Christmas and New Year's
- a personal holiday for non-exempt staff
- an increase in sick leave benefits
- an extension of benefits to permanent half-time employees on a pro-rated basis
- leave share program

Members have worked on refining health and leave benefits, implementing the benefit plan that replaced Social Security, corresponding with state legislators on bills concerning the retirement system and the University budget, consulting with the Office of Human Resource Development on career ladders, improved campus safety, and the UA Grievance Policy.

Please take the time to nominate a staff member in your area that you would like to represent you, or consider running yourself when you receive a nomination form. Elections will take place in November and the results will be announced at the December 4 Staff Council meeting. If you have any questions, contact Beverly Frey, President at beverly@gi.alaska.edu or Shannon Christensen at fnsnc@uaf.edu.

The Governance Office received information that union employees had written in their new contract that they would participate in governance. Confirmation from Labor Relations needs to be received prior to their inclusion on Staff Council.

IX OTHER BUSINESS

A. Staff representation on the One Card Committee

The One Card Committee is seeking representation from a staff member who could attend a meeting twice a month. The Committee is dealing with the implementation of the OneCard System on this campus. Lydia Anderson, staff representative from Wood Center, serves on the committee and also volunteered to represent Staff Council on the committee.

B. Staff representation on the Health Issues Committee

The Health Issues Committee has a vacant staff position on their committee. The committee meets once a month and is coordinating the UAF LIFE program in conjunction with Athletics and Recreation. If you are interested in serving on this committee or would like more information, contact Michelle Combellick, chair, Health Issues Committee at fnmgc@uaf.edu. Darlette Powell volunteered to serve on the committee.

C. Campus Safety - S. Christensen

Members from campus safety will be working with the rural sites to improve safety awareness. This will include traveling to the rural sites and survey and make recommendations to improve safety at these sites. Ergonomics is also a major issue on campus and the rural sites. Risk Management is working on this item. If you have concerns, contact Risk Management.

X Comments and Questions

Gabrielle Hazelton stated that since the May meeting, she has observed an increase in morale.

President-elect Christensen congratulated Barb Oleson on receiving her Certified Professional Secretary certification.

XI Announcements

A. Upcoming Meetings

October 27 - Administrative Committee, 9:00 a.m., Wood

Center Conference Room B

October 28 - Staff Affairs, 9:00 a.m., Wood Center
Conference Room B

November 4 - Staff Council, 8:30 a.m. in the Wood Center
Ballroom

- B. A sympathy card was distributed for Marty Thomas, representative from TVC-DTC. Her daughter was killed in a car accident on October 1. Staff Council will be sending a plant to the funeral on October 10.

XII The meeting was adjourned at 11:10 a.m.

Tapes of this Staff Council meeting are available in the Governance Office, 312 Signers' Hall, if anyone wishes to listen to the complete tapes.

Submitted by Kathy Mosca, Staff Council secretary.