

MINUTES
UAF STAFF COUNCIL MEETING #103
Wednesday, November 4, 1998
Wood Center Ballroom

I Shannon Christensen called the meeting to order at 8:30 a.m.

MEMBERS PRESENT:

Adler, K. (for I. Downes)
Anderson, L.
Bender, L.
Candler, R.
Christensen, S.
Comstock, S.
Duk67ea SP S. 7(Novembgubsjo

MEMBERS ABSENT:

Bales, P.
Enochs, K.
Findlay, G.
Frey, B.
Leavy, D.
Scholle, M.
Aholle,)-46(M.)]TJ 0 -0.923 Gie

-61(uk67ea)-

appealed. If you have concerns or questions, contact Carolyn Chapman at Personnel Services.

OneCard - The OneCard system is proceeding with trial runs during the spring semester.

Police Advisory Board - The Board met and recommendations will be forthcoming.

III College of Rural Alaska Dean Remarks - R. Gabrielli

Dean Gabrielli read his rebuttal to a campaign ad that ran recently in the News-Miner stating that the rural sites are too costly and should be shut down if they didn't meet certain graduation standards. Dean Gabrielli pointed out that the rural sites are an essential component of the University and fulfill the University's mission. In the past three years, CRA

A. Staff Affairs - L. Anderson

Lydia Anderson made a clarification in the Staff Affairs minutes. Jeannette Swan was present at the meeting and inadvertently omitted on the minutes.

1. Parking

The Fine Art of Appeals was included in the agenda as an informational item. A copy of the parking figures were included as a handout. After speaking with Fred Sacco regarding the appeals, the committee felt that item was no longer an issue they would pursue.

UAF LIFE program - Michelle Combellick, chair of the Health Issues Committee, and Ruth Olson coordinator of the Student Recreation Center attended the last meeting to address this program. Staff Affairs had recommended extending the SRC hours to accommodate a higher number of UAF LIFE users. Health Issues Committee will take the recommendation under consideration, but that the hours were tailored around certain activities, such as aerobic, etc. The Health Issues Committee did address the recommendation and forwarded a request to Randy Pitney, interim director of Athletics. However, the request to extend the UAF LIFE hours was denied. There will be an open house at the SRC on January 31, which will include information on the UAF LIFE program. All staff are encouraged to attend.

Custodial Contract - Two copies of the performance contract were at the meeting. Committee members will review the contract and address this at the next meeting.

Academic 1999-2000 Academic Calendar - Concerns were expressed regarding exams on a Saturday and the need for day care, travel time, etc. The committee has recommended approval of the calendar.

Intercollegiate Athletics - The committee recommends passing the proposed amendments to the policy.

Holiday Closure - Consensus from the comments received were not to change the policy this year but in the future have the flexibility to work if necessary in the individual departments.

Grievance Procedures - An Ad Hoc Committee will be established to make recommendations to the draft policy which is forthcoming from Statewide Human Resources. One of the policy changes that is not satisfactory to staff is the disbanding of the Grievance Council. Current members of the Grievance Council as well as staff will form this ad hoc committee. Sarah Comstock from Wood Center has agreed to chair the committee.

2. Staff Survey

In response to the employee opinion survey, Staff Affairs drafted the following letter to President Hamilton. Recommendations were made to amend the letter and were approved. The letter will be sent to President Hamilton, as well as copied for the other staff members at the retreat.

November 4, 1998

President Mark R. Hamilton
University of Alaska
202 Butrovich Building
P.O. Box 755000
Fairbanks, Alaska 99775-5000

Dear President Hamilton:

On behalf of the UAF Staff Council, we would like to take this opportunity to say how pleased we are that you have taken the time to educate yourself on staff issues, listen to our concerns, and most of all seek our input and recommendations.

Staff Council distributed a request for staff reactions to the 1998 Employee Opinion Survey. It is very important that you are aware of the reactions to the survey results. There was an

overwhelming acknowledgement regarding the lack of communication (timely and otherwise), which is of utmost concern. A consistent means of disseminating information within the University system needs to be developed. Often decisions on salary, health benefits, policies, and procedures are made prior to staff having an opportunity to offer input. Communication relaying major UA decisions must start at the top and be allowed to filter to the bottom; and yet we as staff must take it upon ourselves to communicate our concerns to you.

Salary continues to be a major concern. The recent HayGroup report prepared for the University last spring, clearly points out that the current staff salary schedule is well below market. At this point, it is unclear as to what will be done with the report. I hope that you will personally look into this issue.

Concerns were also expressed regarding the distribution method of the survey. Given budgetary constraints, recommendations for future distribution include the use of campus mail and/or the web.

Staff are filled with hope that your leadership will move the University of Alaska in a more positive direction. It is apparent that you are willing to listen to our concerns, for which we are grateful. UAF Staff Council looks forward to working with you.

Sincerely,
Shannon Christensen, President-Elect
UAF Staff Council

3. Academic Calendar

Concerns were expressed regarding the final exams ending on a Saturday and the short time frame students have to move out of the dorms. Concerns were also expressed regarding the last day of classes ending on a Monday. Will staff be expected to work on that Saturday of final exams? Are students concerned with the proposed calendar or is it satisfactory? Due to the number of unanswered questions, Staff Council could not pass the calendar unit further input is received. The motion failed.

MOTION FAILED (unanimous)
=====

The UAF Staff Council moves to approve the 1999-2000 academic calendar as presented by the Faculty Senate. The calendar will be forwarded to the Governance Coordinating Committee for action.

EFFECTIVE: Immediately

UNIVERSITY OF ALASKA FAIRBANKS - Fairbanks Campus ACADEMIC CALENDAR 1999-2000

FALL SEMESTER-1999

Registration for the 1999 fall semester begins	Mon., Apr. 5, 1999
Fee payment begins	Thurs., July 1
Application for admission deadline for fall semester	Mon., Aug. 2
Orientation for new students	Sun.-Wed., Aug. 29-Sept. 1
Residence halls open, 9 am	Sun., Aug. 29
Financial aid disbursement begins	Mon., Aug. 30
First day of instruction	Thurs., Sept 2
Late registration begins	Thurs., Sept 2
Labor Day (no classes)	Mon., Sept. 6
Late registration and fee payment end	Fri., Sept. 10
Last day for 100% refund of tuition and materials fees	Fri., Sept. 10
Last day for student-initiated and faculty-initiated drops (course does not appear on academic record)	Fri., Sept. 17
Last day for 50% refund of tuition (only)	Fri., Sept. 17
Low grade reports for freshmen due not later than	Fri., Oct. 8
Last day to apply for 1999 fall graduation	Fri., Oct. 15
Last day for student-initiated and faculty-initiated withdrawals (W grade given for course)	Fri., Oct. 29
Registration and fee payment for the 2000 spring semester begin	Mon., Nov. 8
Thanksgiving holidays (no classes)	Thurs.-Sun., Nov. 25-28

Last day of instruction Mon., Dec. 13
 Final examinations [[Tues.-Fri., Dec. 14-17]] WED.-SAT., DEC. 15-18
 Residence halls close, noon [[Sat., Dec. 18]] Sun., Dec. 19
 Grades due to the Registrar's Office Tues., Dec. 21
 Campus closed 5 p.m., Fri., Dec. 24, 1999 - 8 a.m., Mon., Jan 3. 2000

SPRING SEMESTER-2000

Application for admission deadline for spring semester Wed., Dec. 1, 1999
 Orientation for new students Mon.-Tues., Jan. 10-11, 2000
 Residence halls open, 9 a.m. Sun., Jan. 9
 Financial aid disbursement begins Tues., Jan. 11
 First day of instruction Thurs., Jan. 13
 Late registration begins Thurs., Jan. 13
 Alaska Civil Rights Day (no classes-late registration and fee payment continue) Mon., Jan. 17
 Late registration and fee payment end Fri., Jan. 21
 Last day for 100% refund of tuition and material fees Fri., Jan. 21
 Last day for student-initiated and faculty-initiated drops (course does not appear on academic record) Fri., Jan. 28
 Last day for 50% refund of tuition (only) Fri., Jan. 28
 Last day to apply for 2000 spring graduation Tues., Feb. 15
 Low grade reports for freshmen due not later than Fri., Feb. 18
 Last day for student-initiated and faculty-initiated withdrawals (W grade given for course) Fri., Mar. 10
 Spring recess Mon.-Sun., Mar. 13-19
 Registration for the 2000 fall semester begin Mon., Apr. 3
 All Campus Day (no classes) Fri., Apr. 21
 Last day of instruction Mon., May 1
 Final examinations [[Tues.-Fri., May 2-5]] Wed.-Sat., May 3-6
 Residence halls close, noon [[Sat., May 6]] Sun., May 7
 Commencement Sun., May 7
 Grades due to the Registrar's Office Wed., May 10
 Fee Payment for the 2000 fall semester begins Mon., July 3

4. Board of Regents' Policy on Intercollegiate Athletics

After a brief discussion, a motion was made and seconded. The vote was unanimous.

MOTION PASSED (unanimous)
 =====

The UAF Staff Council moves to approve the amendments to the Board of Regents policy 09.99.00 - Intercollegiate Athletics.

EFFECTIVE: Immediately

[[]] = Deletion
 CAPS = Addition

REGENTS' POLICY 09.99.00

PART IX
 STUDENT AFFAIRS

competitive athletics ancillary to academic development throughout its system. The university will provide opportunities for student participation in sports experiences through recreational, intramural, and extramural physical activities, and further will develop selected intercollegiate competitive team programs with which units of the University of Alaska system and their respective communities can identify.

(12-11-81)

Student Participation

P09.99.02

Each campus encourages the participation of each student in at least one sports activity of life time value which may be achieved through spontaneous recreational participation, intramural, extramural, and competitive sports programs.

(12-11-81)]]

ATHLETIC [[Physical]] Activities P09.99.02 [[03]]

A. Recreational Athletics [[P09.99.03(A)]]

The University of Alaska will encourage [[spontaneous]] recreational activities by providing facility use [[time.]], WITHIN THE LIMITS OF FACILITY AVAILABILITY, RESOURCES, AND PERSONNEL. [[Priority in recreational athletics will be given to student participants with opportunities available to the total campus constituency. These opportunities are inclusive of all casual physical activities and limited only by the mind of the user and the appropriateness of the facilities. The University of Alaska will strive to provide the fiscal and physical support that is necessary to create this opportunity. (12-11-81)]]

B. Intramural Athletics [[P09.99.03(B)]]

The University of Alaska WILL encourage[[s]] the development of campus intramural ATHLETICS [[sports]] which allows [[non-varsity]] competition among [[men and women]] students and faculty-staff groups. [[in a wide variety of athletic activities.]] Students should play a primary role in the selection and management of [[the particular]] intramural activities. [[conducted.]]

C. Extramural Athletics [[P09.99.03(C)]]

[[Institutions within]] The University of Alaska [[system]] may establish and sponsor teams in organized competitive programs outside of the CAMPUS [[institution]] SUCH AS WITH [[including but not limited to]] city leagues, church leagues, inter-school competition, and organized tournaments. Preference for participation on these teams [[shall]] WILL be given to [[currently enrolled]] students. [[Rules of competition shall be established by the sponsoring organization. The University of Alaska system shall be encouraged to sponsor such organized competitive tournaments for participating institutions.]] University of Alaska facilities may be USED ON A SPACE AVAILABLE BASIS FOR EXTRAMURAL ATHLETICS. [[made available for such programs.]]

D. Intercollegiate Athletics [[P09.99.03(D)]]

Intercollegiate [[sports]] ATHLETICS ORGANIZED TO provide [[advance]] competitive opportunities for student athletes [[The University of Alaska shall promote, through recruiting and funding, competitive sports appropriate to the Alaska scene.]] WILL BE OPERATED UNDER MAU CONTROL WITH ACADEMIC AND FINANCIAL INTEGRITY, AND IN COMPLIANCE WITH APPLICABLE ATHLETIC ORGANIZATION RULES.

1. Authorized Sports [[P09.99.03(D.1)]]

Sports authorized for intercollegiate competition are:

Basketball
Cross-country Running
Gymnastics

Ice Hockey
Rifle
Skiing - Nordic and Alpine
Swimming
Volleyball

Amendments to this list must be approved by the Board of Regents. (12-11-81)

2. Levels of Competition [[P09.99.03(D.2)]]

The intercollegiate teams of the University of Alaska shall compete at a national organizational classification level commensurate with available funding, facilities, and skill levels of the athletes. Requests for membership in a particular organization and change in the approved classification level of competition will originate at the [[institution]] MAU, and must be approved by the Board of Regents

3. Participation by Alaskans [[P09.99.03(D.3)]]

Participation by Alaskan athletes will be encouraged through active recruitment of Alaskans who are capable of athletic performance at the designated level of competition.

4. Participation by Alaskans [[P09.99.03(D.4)]]

In order to participate in intercollegiate athletics, a student must:

- a. meet the standards set by the appropriate national athletic organization; and
- b. meet the academic standards as established by the appropriate [[major administrative unit]] MAU.

[[5. Intercollegiate Tournaments Sponsorship
[[P09.99.03(D.5)]]

[[Institutions within the University of Alaska may sponsor intercollegiate athletic tournaments provided funding for such tournaments has been approved in the intercollegiate athletics budget. In any newly established tournaments, the host Alaskan institution of such tournaments shall include the other Alaskan institutions among tournament participants when the teams are participating at the same division classification level.]]

5[[6.]] Common Opponents [[P09.99.03(D.6)]]

[[The university endorses]] A "common opponents" philosophy WILL BE UTILIZED WHERE POSSIBLE within the conference structure and scheduling TO ALLOW MORE THAN ONE CAMPUS TO ENGAGE A VISITING TEAM DURING ITS TRAVEL IN THE STATE. [[possibilities.]]

SOURCES OF Funding FOR [[of]] Athletics P09.99.03[[04]]

[[For the four physical activities programs listed above, specific funds for capital improvements to accommodate increased student participation and for the management and support of the different programs will be identified in the long-range and annual planning and budgeting process at each MAU. The needs of these programs, in addition to the instructional needs of the academic units and programs, will be considered when planning for the development and use of sports facilities. (12-11-81)

Intercollegiate athletics shall not dominate facility use nor funding to the detriment of recreational, extramural or intramural athletic opportunities nor shall one sport exclude the development of other intercollegiate, recreational, intramural, or extramural sports activities. Facilities of the institution may be available for public use as stated in Policy and Regulation 06.02.01.]]

channeled]] through MAU [[the university]] accounting systems and

new system. Statistics have shown that the OneCard system does increase revenue. For instance vending can increase as much as 400%. The committee was not charged with finding the funding for this. The Chancellor will have to decide where the funding will come from. Questions were asked if staff and departments will be using these cards. This system is looked at as a convenience for the students.

2. Health Issues - D. Powell

Representative Powell attended her first meeting on October 13. The Committee addressed extending the hours of the UAF LIFE program to the weekends. After a lengthy discussion, the committee sent a recommendation to Randy Pitney, Interim Director of Athletics. The request was denied due to financial constraints. However, the committee could not see how extending the UAF LIFE hours would adversely impact the SRC budget because no new employees would have to be hired. The committee will be looking at other incentives for employees participating in a fitness program. One area being looked at as an incentive is tracking your use of the SRC and receiving a t-shirt at the end of the program. Blue Cross will also be contacted regarding incentives for employees who participate in a fitness program. The next meeting will be on November 17.

3. Police Advisory Committee - L. Ilgenfritz

This report will be tabled until December. President-Elect Christensen reminded staff that they will be asked to give periodic reports at meetings.

VIII OTHER BUSINESS

A. Motion to Approve 1999-2000 Staff Council Meeting Calendar

After a brief discussion. A motion was made and seconded. The vote was unanimous.

MOTION PASSED (unanimous)
 =====

The UAF Staff Council moves to approve 1999-2000 meeting calendar as follows:

UAF STAFF COUNCIL
 1999-2000 MEETING CALENDAR

MTG.#	DATE	DAY	TYPE
110	September 15, 1999	Wednesday	audioconference
111	*October 8, 1999	Friday	face-to-face
112	November 3, 1999	Wednesday	audioconference
113	*December 3, 1999	Friday	face-to-face
114	February 2, 2000	Wednesday	audioconference
115	*March 3, 2000	Friday	face-to-face
116	April 5, 2000	Wednesday	audioconference
117	*May 10, 2000	Wednesday	face-to-face
118	June 2, 2000	Friday	audioconference

NOTE: All meetings begin at 8:30 a.m.

EFFECTIVE: Immediately

RATIONALE: The FY00 meeting calendar will be included in the Staff Council calendar for 1999 which goes to press in November.

B. Call for More Staff Representation on Grievance Council

There are two classified and one APT positions vacant on the Grievance Council. If you are interested in serving, contact the Governance Office at fystaff@uaf.edu. Until recently, the Grievance Council has consisted of faculty and staff. Now, faculty are a bargaining unit and their procedures are incorporated in their contract. Statewide Human Resources will be asking the Board of Regents to disband the Grievance Council and just replicate what is included in the union contracts. After speaking with members of the Grievance Council, disbanding the Grievance Council is not acceptable.

In the current policy, there is no discovery rule, which is a flaw in the current process. Statewide Human Resources wants to disband the Grievance Councils and have the University hire an arbitrator.

An Ad Hoc Committee will be established to review the current policy and make recommendations to improve the policy. Sarah Comstock has been asked to chair the Ad Hoc the Committee. Lynette Washington, Linda Harris, and Paula Carroll. A current member of the Grievance Council, Jessie Atencio, will also sit on the committee and provide first hand knowledge of how the policy works and doesn't work.

IX COMMENTS AND QUESTIONS

Staff Council received a thank you note from Marty Thomas regarding the sympathy card and plant sent for her daughter's funeral. Marty is planning to return to work after the Thanksgiving holiday. Laura Bender mentioned that there will be a concert on Sunday and the proceeds will go to establish a scholarship in Lyndsay's name for the Summer Fine Arts Camp.

United Way campaign is underway and Al Sokiatis is the chair of that committee.

X ANNOUNCEMENTS

A. Upcoming Meetings

November 18 - Staff Training, 9:00 a.m., Wood Center Conference Room A

November 19 and 20 - Board of Regents in Anchorage

November 23 - Administrative Committee, 9:00 a.m., Wood Center Conference Room A

November 24 - Staff Affairs, 9:00 a.m., Wood Center Conference Room B

November 26 and 27 Happy Thanksgiving and University Holiday

November 30 - Rural Affairs, 11:00 a.m., Wood Center Conference Room A

XI The meeting was adjourned at 10:55 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.