

AGENDA
 UAF STAFF COUNCIL MEETING #106
 Tuesday, March 2, 1999
 8:30 - 10:25 a.m.
 Wood Center Ballroom

Time	Item	Length of Time
8:30	I Call to Order - B. Frey	10 Min.
	A. Roll Call	
	B. Approval of Minutes to Meeting #105 (February 3, 1999)	
	C. Adopt Agenda	
8:40	II COMMITTEE REPORTS	
	A. Staff Training - D. Powell	5 Min.
	(Attachment 106/1)	
	B. Rural Affairs - H. Simmons	5 Min.
	C. Staff Affairs - L. Anderson	15 Min.
	1. Motion to approve 2000-01 Academic Calendar (Attachment 106/2)	
	2. Motion on Internal Recruitment (Attachment 106/3)	
	3. Update on Health Benefits and UAA Motion (Attachment 106/4)	
	D. Elections, Membership & Rules - B. Gieck	5 Min.
	E. Ad Hoc Picnic Committee - J. Parzick	5 Min.
	(Attachment 106/5)	
9:15	III OTHER BUSINESS	
	A. Discussion on President-Elect Position for 1999-2000 (Attachment 106/6)	5 Min.
9:20	IV President's Report - B. Frey	5 Min.
9:25	V BREAK	5 Min.
9:30	VI Interim Vice Chancellor for Administrative Services Remarks - F. Williams	5 Min.
9:35	VI Chancellor's Remarks - J. Wadlow	5 Min.
9:40	VIII GUEST SPEAKER - Provost Reichardt	15 Min.
9:55	IX GOVERNANCE REPORTS	
	A. Faculty Senate - M. Schatz	5 Min.
	B. ASUAF - J. Richardson	5 Min.
	C. Alumni Association - J. Poole	5 Min.
	D. Staff Alliance - S. Christensen	5 Min.
10:15	X COMMENTS AND QUESTIONS	5 Min.
10:20	XI ANNOUNCEMENTS	5 Min.
	A. Upcoming Meetings (Attachment 106/7)	
10:25	XII ADJOURNMENT	

ATTACHMENT 106/1
 UAF STAFF COUNCIL #106
 MARCH 2, 1999
 SUBMITTED BY STAFF TRAINING

MINUTES
 Staff Training Committee
 February 17, 1999
 9:00 a.m.
 Chancellor's Conference Room - 330 Signers' Hall

Members Present: Alice Baergen, Sarah Comstock, Ruth Duerr, Kerrie Dufseth, Debra Hagen, LaTanya McClellan, Kathy Mosca, Darlette Powell, Pete Rogers, and Ron York

Members Absent: Rudy Candler, Shannon Christensen, Diane Robinson, Pam Sowell, and Karen Wilson

1. Revised Spring Training Schedule - The supervisory training session on Performance Evaluations was changed to March 9 at 10:00 a.m. due to a conflict with Personnel Payroll Assistant training provided by Personnel Services. This information will be included in the Cornerstone. Alice Baergen will contact Carol Diehl for a brief paragraph for the Stress Management training session scheduled for March 1.

2. Committee Participation at Training Sessions

The committee discussed the last training session on Sexual Harassment when a director from a large unit made it mandatory that the whole unit attend. The committee was not notified of this until just a few minutes prior to the training and the room was over crowded. The instructor was not willing to switch to the Ballroom,

supervisory training credit upon successful completion of either course.

Carol Adamczak submitted a requested for supervisory training credit to Personnel Services. However, Debra Hagen forgot to bring it to the meeting. This information will be distributed separately and the committee members will forward their comments to the chair.

5. Other Business

The Governance Office will set up a web page for the longevity awards program.

6. Schedule Next Meeting

The next meeting is scheduled for Monday, March 8 at 2:00 p.m. in the Chancellor's Conference Room.

ATTACHMENT 106/2
UAF STAFF COUNCIL #106
MARCH 2, 1999
SUBMITTED BY STAFF AFFAIRS

MOTION
=====

The UAF Staff Council moves to approve the following 2000-01 academic calendar.

EFFECTIVE: Immediately

UNIVERSITY OF ALASKA FAIRBANKS - Fairbanks Campus
ACADEMIC CALENDAR 2000-2001

FALL SEMESTER-2000

Registration for the 2000 fall semester begins Mon., Apr. 3, 2000
Fee payment begins Wed., July 5
Application for admission deadline for fall semester Tues., Aug. 1
Orientation for new students Sun.-Wed., Sept. 3-6
Labor Day (no registration or fee payment) Mon., Sept. 4
Residence halls open, 9 am Mon., Sept. 4
Financial aid disbursement begins Tues., Sept. 5
First day of instruction Thurs., Sept 7
Late registration begins Thurs., Sept 7
Late registration and fee payment end Fri., Sept. 15
Last day for 100% refund of tuition and materials fees Fri., Sept. 15
Last day for student-initiated and faculty-initiated drops (course does not appear on academic record) Fri., Sept. 22
Last day for 50% refund of tuition (only) Fri., Sept. 22
Low grade reports for freshmen due not later than Fri., Oct. 13
Last day to apply for 2000 fall graduation Fri., Oct. 16
Last day for student-initiated and faculty-initiated withdrawals (W grade given for course) Fri., Nov. 3
Registration and fee payment for the 2001 spring semester begin Mon., Nov. 13
Thanksgiving holidays (no classes) Thurs.-Sun., Nov. 22-26
Last day of instruction Fri., Dec. 15
Final examinations Mon.-Thurs., Dec. 18-21
Residence halls close, noon Fri., Dec. 22
Grades due to the Registrar's Office Fri., Dec. 22
Campus closed 5 p.m., Fri., Dec. 22, 2000 - 8 a.m., Wed., Jan 3, 2001

SPRING SEMESTER-2001

Application for admission deadline for spring semester Wed., Dec. 1, 2000
Residence halls open, 9 a.m. Mon., Jan. 15
Alaska Civil Rights Day (registration and fee payment continue) Mon., Jan. 15
Orientation for new students Tues.-Wed., Jan. 16-17, 2001
Financial aid disbursement begins Tues., Jan. 16
First day of instruction Thurs., Jan. 18
Late registration begins Thurs., Jan. 18
Late registration and fee payment end Fri., Jan. 26
Last day for 100% refund of tuition and material fees Fri., Jan. 26
Last day for student-initiated and faculty-initiated drops (course does not appear on academic record) Fri., Feb. 2
Last day for 50% refund of tuition (only) Fri., Feb. 2

Last day to apply for 2001 spring graduation	Tues., Feb. 15
Low grade reports for freshmen due not later than	Fri., Feb. 23
Spring recess	Mon.-Sun., Mar. 12-18
Last day for student-initiated and faculty-initiated withdrawals (W grade given for course)	Fri., Mar. 23
Registration for the 2001 fall semester begin	Mon., Apr. 9
All Campus Day (no classes)	Fri., Apr. 27
Last day of instruction	Fri., May 4
Final examinations	Mon.-Thurs., May 7-10
Residence halls close, noon	Sun., May 13
Commencement	Sun., May 13
Grades due to the Registrar's Office	Wed., May 16
Fee Payment for the 2001 fall semester begins	Mon., July 2

ATTACHMENT 106/3
UAF STAFF COUNCIL #106
MARCH 2, 1999
SUBMITTED BY STAFF AFFAIRS

Add = CAPS

MOTION
=====

The UAF Staff Council moves to support the extension of the Chancellor's mandate, whereby a mandatory 5 WORKING dayS internal recruitment will be conducted for all staff positions prior to external recruitment, through December 31, 2001. It is understood that internal recruitment can be waived by the Affirmative Action Officer to comply with targeted EEO/AA goals; that is, to hire "protected candidates", i.e. Natives, women and other minorities, in a unit where they are underrepresented.

EFFECTIVE: Upon Chancellor's Approval

RATIONALE: The inclusion of "working days" clarifies the intent of the original motion which Staff Council passed at its meeting #98 on April 8, 1998 and the Chancellor signed on May 4, 1998.

ATTACHMENT 106/4
UAF STAFF COUNCIL #106
MARCH 2, 1999
SUBMITTED BY STAFF AFFAIRS

The following motion was passed unanimously by UAA APT Council and endorsed by the UAA Assembly:

Prior to initiating the bid process for selection of a health plan administering agency, the UAA APT Council strongly encourages the Board of Regents to revisit the defined contribution annual 3% inflation cap to reflect a percentage that absorbs more of the actual costs of the health care plan.

ATTACHMENT 106/5
UAF STAFF COUNCIL #106
MARCH 2, 1999
SUBMITTED BY PICNIC AND RAFFLE COMMITTEE

The Ad Hoc Picnic and Raffle Committee is up and running and Alice Baergen from Student Services and Julia Parzick from the History Department were elected co-chairs. The staff picnic will be Thursday, May 13 immediately following the staff longevity awards program. If you are interested in serving on the committee or have ideas for the picnic, contact Alice at fnajb@uaf.edu or Julia at fnjep@uaf.edu. Their next meeting is scheduled for Thursday, March 4 at 2:30 p.m. in the Chancellor's Conference Room - 330 Signers' Hall.

ATTACHMENT 106/6
UAF STAFF COUNCIL #106
MARCH 2, 1999
SUBMITTED BY ADMINISTRATIVE COMMITTEE

Dear Staff,

It is time again to start thinking about the President-Elect for next year. Having talked to several people about the job of President-Elect and the following year as President, I know that many of you find the prospect daunting. I wanted you to think about a suggestion I thought of. How would you feel about co-presidents? The work could be shared by two people instead of one, and it might not feel quite so overwhelming. Through the two year process, first as co-presidents-elect, then as co-presidents, work could be shifted between the two people to accommodate the rest of your working lives.

This is not without precedent. Last year the Statewide Assembly had co-presidents, and I know that other governance groups have had them. In all the cases I know about, the intent was to share the responsibilities, and not burn people out. If this necessitates a change to our By Laws, the Elections Committee could address that. Please think about this in preparation for the upcoming Staff Council meeting.

-Bev Frey
President, UAF Staff Council

ATTACHMENT 106/7
UAF STAFF COUNCIL #106
MARCH 2, 1999

UPCOMING MEETINGS AND TRAINING

March 1 Stress Management, 3:00 p.m., Wood Center Conference Room C

March 2 Staff Council, 8:30 a.m., Wood Center Ballroom

March 2 Rural Affairs, 1:00 p.m., Wood Center Conference Room A

March 4 Picnic Committee, 2:30 p.m., Chancellor's Conference Room - 330 Signers' Hall

March 8 Staff Training, 2:00 p.m., Chancellor's Conference Room - 330 Signers' Hall

March 9 Performance Evaluations, 10:00 a.m., Wood Center Conference Room C

March 24 Administrative Committee, 9:00 a.m., Wood Center Conference Room A

March 30 Staff Affairs, 9:00 a.m., Wood Center Memorial Conference Room

April 2 Staff Council, 8:30 a.m., Wood Center Ballroom