

# UNIVERSITY *of* ALASKA

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## Staff Alliance

### Draft Agenda

Tuesday, January 18, 2011

10:00pm – noon by audio conference

Fairbanks site: Butrovich Room 204

Bridge # 1-800-893-8850, pin # 4236369

1. Call to Order and Roll Call

Maria Russell, Chair, Staff Alliance 2010-2011 and President, UAF Staff Council  
Russell Pressley, Vice Chair, Staff Alliance 2010-2011 and President, UAA APT Council  
Megan Carlson, President, UAA Classified Council  
Margo Griffith, Vice President, UAF Staff Council  
Mary McRae Miller, President, UAS Staff Council  
Gwenna Richardson, Vice President, UAS Staff Council  
Lisa Sporleder, President, Statewide Administration Assembly  
Dana Platta, Vice President, Statewide Administration Assembly

2. Adopt Agenda

3. Approve December 14, 2010 minutes (Minutes not completed.)

4. Chair's Report

5. Guest and Public Comments

5.1 Copier/scanner security

Attachment 5.1

5.2 Other Guest or Public Comments

6. Human Resources Reports, Review

6.1 Unionization

6.2 Other Human Resources Issues

6.3 Employee Training Ann Sakumoto (5 minutes)

6.4 Web Time Entry, Vickie Gilligan (20-minute presentation)

7. Strategic Planning

8. External Administration Committee/Council Reports

8.1 Human Resources Council

Attachment 8.1a,b,c,d,e

*Margo Griffith; Alternates Lisa Sporleder, Maria Russell*

8.2 Business Council

*Lisa Sporleder; Alternates Dana Platta, Maria Russell*

- 8.3 Student Services Council  
*Russell Pressley; Alternate Gwenna Richardson*
- 8.4 IT Executive Council - ITEC  
*Dana Platta; Alternates Margo Griffith, Gwenna Richardson*
- 8.5 Joint Health Care Committee and Wellness Program  
*Gwenna Richardson; 1<sup>st</sup> alternate Lisa Sporleder, 2<sup>nd</sup> alternate Megan Carlson*
- 8.6 Staff Health Care Committee Attachment 8.6  
*Megan Carlson*
- 8.7 Retirement committee  
*Russell Pressley; Alternate Dana Plata*
- 8.8 Tuition Task Force  
*Gwenna Richardson*
- 8.9 Other External Committees/Reports/Assignments
  
- 9. Staff Alliance Working Groups, Reports
  - 9.1 Staff Alliance Performance Evaluation Working Group
  - 9.2 Staff Alliance Compensation Working Group; Next Steps
  
- 10. Staff Governance Reports:
  - 10.1 UAS Staff Council: *Mary McRae Miller and Gwenna Richardson*
  - 10.2 UAA Classified Council, APT Council: *Megan Carlson and Russell Pressley*
  - 10.3 UAF Staff Council: *Maria Russell and Margo Griffith*
  - 10.4 Statewide Administration Assembly: *Lisa Sporleder and Dana Platta*
  
- 11. Other Items of Concern
  - 11.1 Staff Make Students Count Awards
  - 11.2 Advocacy
  - 11.3 Academic Master Plan. Deadline for feedback was Jan 15, 2011. Attachment 11.3a,b
  
- 12 Agenda Items for Next Meeting Tuesday, January 18, 2011 10:00am-12:00pm
- 13. Comments
- 14. Adjourn

**Alaska Statute**

## Chapter 45.48. PERSONAL INFORMATION PROTECTION ACT

## Article 01. BREACH OF SECURITY INVOLVING PERSONAL INFORMATION

## Sec. 45.48.010. Disclosure of breach of security.

(a) If a covered person owns or licenses personal information in any form that includes personal information on a state resident, and a breach of the security of the information system that contains personal information occurs, the covered person shall, after discovering or being notified of the breach, disclose the breach to each state resident whose personal information was subject to the breach.

(b) An information collector shall make the disclosure required by (a) of this section in the most expeditious time possible and without unreasonable delay, except as provided in AS 45.48.020 and as necessary to determine the scope of the breach and restore the reasonable integrity of the information system.

(c) Notwithstanding (a) of this section, disclosure is not required if, after an appropriate investigation and after written notification to the attorney general of this state, the covered person determines that there is not a reasonable likelihood that harm to the consumers whose personal information has been acquired has resulted or will result from the breach. The determination shall be documented in writing, and the documentation shall be maintained for five years. The notification required by this subsection may not be considered a public record open to inspection by the public.

## Sec. 45.48.020. Allowable delay in notification.

An information collector may delay disclosing the breach under AS 45.48.010 if an appropriate law enforcement agency determines that disclosing the breach will interfere with a criminal investigation. However, the information collector shall disclose the breach to the state resident in the most expeditious time possible and without unreasonable delay after the law enforcement agency informs the information collector in writing that disclosure of the breach will no longer interfere with the investigation.

## Sec. 45.48.030. Methods of notice.

An information collector shall make the disclosure required by AS 45.48.010

- (1) by a written document sent to the most recent address the information collector has for the state resident;
- (2) by electronic means if the information collector's primary method of communication with the state resident is by electronic means or if making the disclosure by the electronic means is consistent with the provisions regarding electronic records and signatures required for notices legally required to be in writing under 15 U.S.C. 7001 et seq. (Electronic Signatures in Global and National Commerce Act); or

(3) if the information collector demonstrates that the cost of providing notice would exceed \$150,000, that the affected class of state residents to be notified exceeds 300,000, or that the information collector does not have sufficient contact information to provide notice, by

(A) electronic mail if the information collector has an electronic mail address for the state resident;

(B) conspicuously posting the disclosure on the Internet website of the information collector if the information collector maintains an Internet website; and

(C) providing a notice to major statewide media.

Sec. 45.48.040. Notification of certain other agencies.

(a) If an information collector is required by AS 45.48.010 to notify more than 1,000 state residents of a breach, the information collector shall also notify without unreasonable delay all consumer credit reporting agencies that compile and maintain files on consumers on a nationwide basis and provide the agencies with the timing, distribution, and content of the notices to state residents.

(b) This section may not be construed to require the information collector to provide the consumer reporting agencies identified under (a) of this section with the names or other personal information of the state residents whose personal information was subject to the breach.

(c) This section does not apply to an information collector who is subject to the Gramm-Leach-Bliley Financial Modernization Act.

(d) In this section, "consumer credit reporting agency that compiles and maintains files on consumers on a nationwide basis" has the meaning given to "consumer reporting agency that compiles and maintains files on consumers on a nationwide basis" in 15 U.S.C. 1681a(p).

Sec. 45.48.050. Exception for employees and agents.

In AS 45.48.010 - 45.48.090, the good faith acquisition of personal information by an employee or agent of an information collector for a legitimate purpose of the information collector is not a breach of the security of the information system if the employee or agent does not use the personal information for a purpose unrelated to a legitimate purpose of the information collector and does not make further unauthorized disclosure of the personal information.

Sec. 45.48.060. Waivers.

A waiver of AS 45.48.010 - 45.48.090 is void and unenforceable.

Sec. 45.48.070. Treatment of certain breaches.

(a) If a breach of the security of the information system containing personal information on a state resident that is maintained by an information recipient occurs, the information recipient is not required to comply with AS 45.48.010 - 45.48.030. However, immediately after the information recipient discovers the breach, the information recipient shall notify the information distributor who owns the personal information or who licensed the use of the personal information to the information recipient about the breach and cooperate with the information distributor as necessary to allow the information distributor to comply with (b) of this section. In this subsection, "cooperate" means sharing with the information distributor information relevant to the breach, except for confidential business information or trade secrets.

(b) If an information recipient notifies an information distributor of a breach under (a) of this section, the information distributor shall comply with AS 45.48.010 - 45.48.030 as if the breach occurred to the information system maintained by the information distributor.

#### Sec. 45.48.080. Violations.

(a) If an information collector who is a governmental agency violates AS 45.48.010 - 45.48.090 with regard to the personal information of a state resident, the information collector

(1) is liable to the state for a civil penalty of up to \$500 for each state resident who was not notified under AS 45.48.010 - 45.48.090, but the total civil penalty may not exceed \$50,000; and

(2) may be enjoined from further violations.

(b) If an information collector who is not a governmental agency violates AS 45.48.010 - 45.48.090 with regard to the personal information of a state resident, the violation is an unfair or deceptive act or practice under AS 45.50.471 - 45.50.561. However,

(1) the information collector is not subject to the civil penalties imposed under AS 45.50.551 but is liable to the state for a civil penalty of up to \$500 for each state resident who was not notified under AS 45.48.010 - 45.48.090, except that the total civil penalty may not exceed \$50,000; and

(2) damages that may be awarded against the information collector under

(A) AS 45.50.531 are limited to actual economic damages that do not exceed \$500; and

(B) AS 45.50.537 are limited to actual economic damages.

(c) The Department of Administration may enforce (a) of this section against a governmental agency. The procedure for review of an order or action of the department under this subsection is the same as the procedure provided by AS 44.62 (Administrative Procedure Act), except that the office of administrative hearings (AS 44.64.010 ) shall conduct the hearings in contested cases and the decision may be appealed under AS 44.64.030 (c).

#### Sec. 45.48.090. Definitions.

In AS 45.48.010 - 45.48.090,

(1) "breach of the security" means unauthorized acquisition, or reasonable belief of unauthorized acquisition, of personal information that compromises the security, confidentiality, or integrity of the personal information maintained by the information collector; in this paragraph, "acquisition" includes acquisition by

(A) photocopying, facsimile, or other paper-based method;

(B) a device, including a computer, that can read, write, or store information that is represented in numerical form; or

(C) a method not identified by (A) or (B) of this paragraph;

(2) "covered person" means a

(A) person doing business;

(B) governmental agency; or

(C) person with more than 10 employees;

(3) "governmental agency" means a state or local governmental agency, except for an agency of the judicial branch;

(4) "information collector" means a covered person who owns or licenses personal information in any form if the personal information includes personal information on a state resident;

(5) "information distributor" means a person who is an information collector and who owns or licenses personal information to an information recipient;

(6) "information recipient" means a person who is an information collector but who does not own or have the right to license to another information collector the personal information received by the person from an information distributor;

(7) "personal information" means information in any form on an individual that is not encrypted or redacted, or is encrypted and the encryption key has been accessed or acquired, and that consists of a combination of

(A) an individual's name; in this subparagraph, "individual's name" means a combination of an individual's

(i) first name or first initial; and

(ii) last name; and

(B) one or more of the following information elements:

(i) the individual's social security number;

(ii) the individual's driver's license number or state identification card number;

(iii) except as provided in (iv) of this subparagraph, the individual's account number, credit card number, or debit card number;

(iv) if an account can only be accessed with a personal code, the number in (iii) of this subparagraph and the personal code; in this sub-subparagraph, "personal code" means a security code, an access code, a personal identification number, or a password;

(v) passwords, personal identification numbers, or other access codes for financial accounts.

NOTE: For course description and information, refer to the campus schedule or appropriate program office.						
<b>Spring 2011 UA-Approved Non-Credit Courses eligible for UA's employee education benefit. See University Regulation 04.06.010</b>						
<b>See University Regulation 04.06.010 for guidance</b>						
<b>CRN</b>	<b>Subject</b>	<b>Course #</b>	<b>Course Title</b>	<b>Campus</b>	<b>Building</b>	<b>Room</b>
33652	ABUS	F001C	Keys to Successful Communication in the Workplace	UAF - Main Campus	604B	208
33653	ABUS	F002C	Make Your Meetings Effective	UAF - Main Campus	604B	211
33654	ABUS	F003C	Successful Teambuilding	UAF - Main Campus	604B	208
33655	ABUS	F004C	Effective Presentations	UAF - Main Campus	604B	208
33657	ABUS	F005C	Grantwriting Overview	UAF - Main Campus	TVCC	
33658	ABUS	F006C	Grants Management	UAF - Main Campus	TVCC	
38890	CED	A049	Computers for the Beginner	UAA - Mat-Su Campus	JKB	107
38892	CED	A049	MS Excel: Beyond the Basics	UAA - Mat-Su Campus	FSM	104
38894	CED	A049	MS Word, Excel & PowerPoint	UAA - Mat-Su Campus	JKB	107
39665	CEU	S041	CEU:AHA First Aid & CPR	UAS - Sitka Campus	SC	106
39322	CIOS	F002C	Intermediate Excel	UAF - Main Campus	604B	113
39324	CIOS	F003C	Intro to Powerpoint	UAF - Main Campus	604B	113
39325	CIOS	F004C	Intermediate Word	UAF - Main Campus	604B	113
39326	CIOS	F005C	Advanced Excel	UAF - Main Campus	604B	113
39327	CIOS	F006C	Intermediate Powerpoint	UAF - Main Campus	604B	113
39328	CIOS	F007C	Advanced Word	UAF - Main Campus	604B	113



## WAIVER REQUEST – Tuition Waiver for Credit Courses Spouse, Financially Interdependent Partner & Dependent


 Semester:  Fall  Spring  Summer 20\_\_\_\_(year)      MAU:  UAF  UAA  UAS  Statewide

Student Name \_\_\_\_\_ Student ID No. \_\_\_\_\_

Employee/Adjunct Faculty Name \_\_\_\_\_ UA ID No. \_\_\_\_\_

### I am eligible for the following Waiver Type (check one) and will review/complete the applicable Sections

 Spouse, Financially Interdependent Partner or Dependent of **Adjunct Faculty** (Sections A,B,C,D)

 Spouse, Financially Interdependent Partner or Dependent of **Regular Benefits-eligible Employee or Faculty** (Sections A,B,C,D)

**If Waiver Request is for a Dependent, will s/he be 24 years old or younger on the 1st day of class? YES NO**

### SECTION A. GENERAL RULES

- 1) Tuition Waiver Request covers **tuition ONLY**. Tuition waivers cannot be applied retroactively.
- 2) The Waiver Request form **must** be completed and turned in when paying fees. Fees not covered by the waiver (i.e., student activity fees, course lab fees, health center fees, technology fees) are the student's responsibility. Fees must be paid by the semester payment deadline or are subject to late fees.
- 3) Tuition waived for graduate courses, i.e. 600 level, may be taxable to the employee/adjunct and included in the employee's/adjunct's W-2 as taxable income.
- 4) Eligibility for this Tuition Waiver requires a University employee/adjunct to be in an "active" status or otherwise eligible for the Waiver benefit on the first day of class.
- 5) Educational benefits do not apply to courses in which the tuition/surcharges exceed the university norm.
- 6) For a Financially Interdependent Partner (FIP) or FIP dependent, a "UA Statement of Financial Interdependence" (Statement of FI) must be approved and on file at the employee's/adjunct's Human Resources office.
- 7) University employees/adjuncts must notify the HR department as soon as a Spouse, FIP or dependent loses eligibility status.
- 8) Provisions governing Employee Education Benefits: Formal provisions, including but not limited to Regents' Policy, University Regulations and collective bargaining agreements (CBAs) determine the actual benefits that will be provided to employees. If the form content conflicts, the Regulations and CBA provisions will govern.

### SECTION B. UNDERGRADUATE / GRADUATE COURSES

CRN	Department	Course No.	Section	Course Title	Days	Hour/Time	No. of Credits	Graduate Course (Check if yes)
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>

### SECTION C. CERTIFICATION OF ELIGIBILITY BY EMPLOYEE/ADJUNCT FACULTY

I certify that I am eligible for this Waiver Request for my spouse, Financially Interdependent Partner (FIP) or my dependent (*under age 24*). If waiver is for my FIP or FIP dependent, a "UA Statement of Financial Interdependence" is completed and on file at my Human Resources office. As an Adjunct Faculty, we (I, my spouse, FIP and/or dependents) have not exceeded the credit hours I have earned for waiver during this academic term. I agree to take full responsibility for tuition charges or course fees should the request be found to be ineligible. I understand and agree to the General Rules described on this form.

**EMPLOYEE/ADJUNCT FACULTY Signature** \_\_\_\_\_ Date \_\_\_\_\_

**STUDENT Signature** \_\_\_\_\_ Date \_\_\_\_\_

#### UNIVERSITY OF ALASKA OFFICE USE ONLY

 Employee /Adjunct Faculty is eligible for the Waiver      **YES**      **NO**      [MAU review: BusOfc / HR / PPA / CCC initials \_\_\_\_\_]  
 Spouse, FIP, Dependent is eligible for the Waiver      **YES**      **NO**      [MAU review: BusOfc / HR / PPA / CCC initials \_\_\_\_\_]

**UNIVERSITY REGULATION 04.06.010  
EMPLOYEE EDUCATION BENEFITS**

Regular employees, spouses and dependents are authorized a waiver of course charges under the following conditions:

- A. A regular employee of the university will have graduate and/or undergraduate course credit hour charges waived for up to six credits per semester. A regular employee will have course charges waived for up to three non-credit courses from a UA-approved list per semester, with prior approval by the employee's supervisor. Course charges may be waived for a maximum of 12 credit hours and 6 non-credit courses per academic year, beginning with the fall semester and ending with the summer term. Prior to the start of each academic term, the list of UA-approved non-credit courses will be provided by the Statewide Office of Human Resources.
- B. A regular employee who will be employed by the university for the following academic year but who is off contract during the summer will have graduate and/or undergraduate course credit hour charges waived for up to 12 credits and for up to 6 non-credit courses from a UA-approved list per summer session within the 12 credit and 6 non-credit course limitation in each academic year.
- C. An employee may take up to three credit hours during working hours, with prior approval by the supervisor, without having to make up the time if, in the opinion of the supervisor, the coursework will be of direct benefit to the university. An employee may take UA-approved non-credit courses during working hours with prior approval by the supervisor. Employees are not required to make up the time for their attendance at UA-approved non-credit courses.
- D. An employee may attend credit courses that do not directly benefit the university during working hours, provided that it is approved in advance by the supervisor and does not impede the work to be performed. The employee will be responsible for making up lost work time through a flexible work schedule requested through and approved by the supervisor.
- E. Spouses and dependent children under the age of 24 of employees in benefits-eligible positions will have course credit hour charges waived. Course charges for non-credit courses will not be waived for spouses and dependents of employees.
- F. An individual who qualifies for permanent disability during his/her regular employment under the University of Alaska's long-term disability plan will have course credit hour charges waived for a period of three academic years following qualification.
- G. An employee who has included university coursework as part of an approved leave of absence is entitled to the same education benefits as a regular employee.
- H. Education benefits cease upon termination of employment except for those courses in which the employee is currently enrolled and classes are in session at the time of termination.
- I. Education benefits provided by this section apply to the total number of credit hours in which the employee, spouse, and/or dependent enrolls.
- J. An employee is responsible for any tax liability generated from employee education benefits.
- K. With the exception of non-credit UA-approved courses, self-support course charges are not eligible to be waived under this benefit.
- L. For a student enrolled in the WWAMI Medical Program, a tuition waiver may be used only for University of Alaska-provided coursework. (8/13/08)

**COLLECTIVE BARGAINING AGREEMENT 14.3  
ADJUNCT FACULTY EDUCATIONAL BENEFITS**

1. A unit member will earn a three credit tuition waiver in each semester of teaching. The waiver may be used by the unit member, his/her spouse, or dependent child under the age of 24, for graduate or undergraduate credit hour charges (tuition). Educational benefits provided in this Article are available to be used for courses on the same basis as may be used by other university employees.
2. A unit member must promptly apply for and document eligibility for the waiver prior to fee payment, and no refund of paid tuition will result from the application of this provision.
3. An adjunct may accrue tuition waivers earned in accordance with this provision up to a maximum of 12 credits. Banked waivers expire 12 months after the unit member's last assignment in the bargaining unit represented by United Academics – Adjuncts or upon employment in another class of employment eligible for tuition waiver.  
\*\*\*Effective July 1, 2008, an adjunct may accrue tuition waivers earned in accordance with this provision up to a maximum of 15 credits. Banked waivers shall expire 24 months after the unit member's last assignment in the bargaining unit represented by United Academics – Adjuncts or upon employment in another class of employment eligible for tuition waiver.
4. Once expired, a tuition waiver is not reinstated by subsequent employment.

**Definitions**

1. **"Spouse"** - The lawful spouse of the employee, unless legally separated. *Please note:* Provided all requirements are met as specified by the University of Alaska, wherever "spouse" is stated, a financially interdependent partner would also be included.
2. **"Financially Interdependent Partner"** – See "Statement of Financial Interdependence" Form B145 (1/01)
  - a. The "financially interdependent partner" and University of Alaska employee must meet all of the following criteria:
    - 1) They have been in an exclusive personal relationship with each other for at least the last twelve consecutive months and intend to continue the relationship indefinitely; and,
    - 2) They have resided together at the same primary residence for at least the last twelve consecutive months and intend to reside together indefinitely; and,
    - 3) They consider themselves to be members of each other's immediate family; and,
    - 4) They are not related to a degree of closeness such that Alaska law would preclude them from being married to each other; and,
    - 5) Neither of them is married or a member of another University qualified financially interdependent relationship; and,
    - 6) They are each at least 18 years old and are each competent to enter into a contract; and,
    - 7) They are each responsible for the common welfare of the other; and,

8) They share financial obligations including responsibility for each other's health care costs.

b. In addition, they meet at least five (5) of the following criteria:

- 1) joint purchase or lease of real property;
- 2) joint ownership of a motor vehicle;
- 3) joint bank account or joint credit account;
- 4) the partner is named as beneficiary for life insurance provided through the University of Alaska;
- 5) the partner is named as primary beneficiary for the TRS, PERS, or ORP and the University's Pension Plan in the event of the employee's death;
- 7) the partner is named as primary beneficiary in the employee's will and/or the employee is named as the primary beneficiary in the partner's will;
- 8) pursuant to a valid written power of attorney, the partner has authority to deal with property owned by the employee;
- 9) the employee has given written authority to the partner to make decisions concerning the employee's health and well being in the event of the employee's inability to do so.

3. **"Dependent"** - A "child" 18 years of age or younger, unmarried, and primarily dependent upon the employee for support. A "child" is considered one of the following:

- a. A natural offspring of either or both the employee or spouse
- b. A legally adopted child of either or both the employee or spouse
- c. A child for whom the employee has been granted court-appointed legal guardianship
- d. (?remove?) A child for whom the employee or spouse is under a domestic relations order to provide medical benefits as directed by a divorce decree, a medical child support order or other court-ordered dependent coverage
- e. A foster child living with the employee
- f. A child "placed" with the employee for the purpose of legal adoption in accordance with state law; placed for adoption means assumption and retention by the employee of a legal obligation for total or partial support of a child in anticipation of adoption of such child

A child may continue to be covered under this program through age 23 if the child is unmarried, primarily dependent on the employee for support, and is a full-time student attending an accredited educational institution.

University of Alaska  
**WAIVER REQUEST – Tuition Waiver for Credit Courses**  
**Waiver for Qualifying Non-Credit Course Fees**  
 Employee / Adjunct Faculty



Semester:  Fall  Spring  Summer 20\_\_\_\_(year) MAU:  UAF  UAA  UAS  Statewide

Employee/Adjunct (Student) Name \_\_\_\_\_ UA (Student) ID No. \_\_\_\_\_

**I am eligible for the following Waiver Type and have reviewed the applicable Sections of this form:**

- Regular Benefits-eligible Employee (Sections A,B,C,D,E)       Represented Faculty (Sections A,B,D,E)  
 Emeritus Status / Disability / Layoff (Sections A,B,D,E)       Adjunct Faculty (Sections A,B,D,E)

**A. GENERAL RULES**

- 1) Waiver covers tuition or qualifying non-credit course fees ONLY.
- 2) The Waiver Request form must be completed and turned in when paying fees. Fees not covered by waiver (i.e., student activity fees, course lab fees, health center fees, technology fees, student recreation center fees, etc.) are the student's responsibility and must be paid by the semester payment deadline to avoid late fees.
- 3) Tuition waived for graduate courses, i.e. 600 level may be taxable to the employee/adjunct and included in the employee's / adjunct's W-2 as taxable income.
- 4) If course attendance is during an employee's work hours, supervisory approval is required.
- 5) Eligibility for this Waiver Request requires a University employee to be an active employee or otherwise eligible for the Waiver benefit as of the first day of class.
- 6) Educational benefits do not apply to other non-credit courses, other fees or for courses in which the tuition/surcharges exceed the university norm.
- 7) Provisions governing Employee Education Benefits: Formal provisions, including but not limited to Regents' Policy, University Regulations and collective bargaining agreements (CBAs), determine the actual benefits that will be provided to employees. If the form content conflicts, the regulations and CBA provisions will govern.

**B. CREDIT: UNDERGRADUATE / GRADUATE COURSES**

CRN	Department	Course No.	Section	Course Title	Days	Hours/Time	No. of Credits	Check (✓) if Graduate Course	Check (✓) if During Work Hours	Supv. Approval During Work Hours (circle one)
								<input type="checkbox"/>	<input type="checkbox"/>	Yes / No
								<input type="checkbox"/>	<input type="checkbox"/>	Yes / No

**C. NON-CREDIT: UA-APPROVED NON-CREDIT COURSES** - A Regular Benefits-eligible Employee may have course charges waived for up to six (6) **UA-approved** non-credit courses each academic year

- 1) Only applicable if using the education benefit for non-credit courses on the "UA-approved List"
- 2) Qualifying courses on the "UA-approved List" are posted at <http://www.alaska.edu/hr/>

Seminar/Workshop	CEUs, if any	Course Date(s)	Time	Check (✓) if During Work Hours	Supv. Approval During Work Hours (circle one)
				<input type="checkbox"/>	Yes / No
				<input type="checkbox"/>	Yes / No

**D. CERTIFICATION OF ELIGIBILITY** I certify that I am eligible for this Waiver Request. I agree to take full responsibility for tuition charges or course fees should the request be found to be ineligible. I understand and agree to the General Rules described on this form.

Employee/Adjunct/Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee is eligible for the requested benefit	<b>YES / NO</b>	Supervisor, HR, PPA or CCC Initials: _____
Above Waiver Request approved		Supervisor Name (Printed) _____ Phone No. _____
Supervisor Signature _____		Date _____

**E. WAIVER TYPE, BOR Policy, University Regulations, Collective Bargaining Agreement (check one)**

<input type="checkbox"/> Regular Benefits-eligible Employee (Board of Regents' Policy 04.06.010 and University Regulation 04.06.010, Applicable Collective Bargaining Agreement) With this request, I have not exceeded 12 credit hours waived during the academic year (Fall - Summer) With this request, I have not exceeded six (6) non-credit course fee waivers for the current academic year	<input type="checkbox"/> Benefits-eligible? Represented Faculty (Applicable Collective Bargaining Agreement) With this request, I have not exceeded 12 credit hours waived during the academic year (Fall - Summer)
<input type="checkbox"/> Emeritus Status / Disability Emeritus (University Regulation 4.04.070) or Disability (University Regulation 4.06.010F)	<input type="checkbox"/> Adjunct Faculty (Collective Bargaining Agreement 14.3) With this request, I have not exceeded the credit hours earned for waiver during the academic term
<input type="checkbox"/> Layoff (University Regulation 04.07.110E) Layoff date: _____. My layoff was less than 12 months ago and I have not exceeded 26 credits since my layoff R 04.07.110E3	<input type="checkbox"/> None of these apply Contact a human resources consultant, payroll & personnel assistant or cost center clerk for eligibility status.

**UNIVERSITY REGULATION 04.06.010  
EMPLOYEE EDUCATION BENEFITS**

Regular employees, spouses and dependents are authorized a waiver of course charges under the following conditions:

- A. A regular employee of the university will have graduate and/or undergraduate course credit hour charges waived for up to six credits per semester. A regular employee will have course charges waived for up to three non-credit courses from a UA-approved list per semester, with prior approval by the employee's supervisor. Course charges may be waived for a maximum of 12 credit hours and 6 non-credit courses per academic year, beginning with the fall semester and ending with the summer term. Prior to the start of each academic term, the list of UA-approved non-credit courses will be provided by the Statewide Office of Human Resources.
- B. A regular employee who will be employed by the university for the following academic year but who is off contract during the summer will have graduate and/or undergraduate course credit hour charges waived for up to 12 credits and for up to 6 non-credit courses from a UA-approved list per summer session within the 12 credit and 6 non-credit course limitation in each academic year.
- C. An employee may take up to three credit hours during working hours, with prior approval by the supervisor, without having to make up the time if, in the opinion of the supervisor, the coursework will be of direct benefit to the university. An employee may take UA-approved non-credit courses during working hours with prior approval by the supervisor. Employees are not required to make up the time for their attendance at UA-approved non-credit courses.
- D. An employee may attend credit courses that do not directly benefit the university during working hours, provided that it is approved in advance by the supervisor and does not impede the work to be performed. The employee will be responsible for making up lost work time through a flexible work schedule requested through and approved by the supervisor.
- E. Spouses and dependent children under the age of 24 of employees in benefits-eligible positions will have course credit hour charges waived. Course charges for non-credit courses will not be waived for spouses and dependents of employees.
- F. An individual who qualifies for permanent disability during his/her regular employment under the University of Alaska's long-term disability plan will have course credit hour charges waived for a period of three academic years following qualification.
- G. An employee who has included university coursework as part of an approved leave of absence is entitled to the same education benefits as a regular employee.
- H. Education benefits cease upon termination of employment except for those courses in which the employee is currently enrolled and classes are in session at the time of termination.
- I. Education benefits provided by this section apply to the total number of credit hours in which the employee, spouse, and/or dependent enrolls.
- J. An employee is responsible for any tax liability generated from employee education benefits.
- K. With the exception of non-credit UA-approved courses, self-support course charges are not eligible to be waived under this benefit.
- L. For a student enrolled in the WWAMI Medical Program, a tuition waiver may be used only for University of Alaska-provided coursework. (8/13/08)

**COLLECTIVE BARGAINING AGREEMENT 14.3  
ADJUNCT FACULTY EDUCATIONAL BENEFITS**

1. A unit member will earn a three credit tuition waiver in each semester of teaching. The waiver may be used by the unit member, his/her spouse, or dependent child under the age of 24, for graduate or undergraduate credit hour charges (tuition). Educational benefits provided in this Article are available to be used for courses on the same basis as may be used by other university employees.
2. A unit member must promptly apply for and document eligibility for the waiver prior to fee payment, and no refund of paid tuition will result from the application of this provision.
3. An adjunct may accrue tuition waivers earned in accordance with this provision up to a maximum of 12 credits. Banked waivers expire 12 months after the unit member's last assignment in the bargaining unit represented by United Academics – Adjuncts or upon employment in another class of employment eligible for tuition waiver.

Attachment 8:1c  
\*\*\*Effective July 1, 2008, an adjunct may accrue tuition waivers earned in accordance with this provision up to a maximum of 15 credits. Banked waivers shall expire 24 months after the unit member's last assignment in the bargaining unit represented by United Academics – Adjuncts or upon employment in another class of employment eligible for tuition waiver.

4. Once expired, a tuition waiver is not reinstated by subsequent employment.

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## WAIVER REQUEST – Tuition Waiver Senior Citizen

Semester:  Fall  Spring  Summer 20\_\_\_\_(year) UAF  UAA  UAS

Student Name (Printed) \_\_\_\_\_

UA Student ID Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

ALASKA

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Birth Date (Month / Date / Year) \_\_\_\_\_

\_(907) \_\_\_\_\_  
Phone Number

### GENERAL RULES

- 1) The Tuition Waiver Request covers **tuition ONLY**.
- 2) Tuition Waivers are applied on a “space available” basis. You must wait until the **FIRST DAY OF THE CLASS** to register.
- 3) The Waiver Request form *must* be completed and turned in when paying fees. Fees (i.e., student activity fees, course lab fees, health center fees, technology fees, etc.) are not covered by the waiver and are the student’s responsibility. Fees must be paid by the semester payment deadline or are subject to late fees.
- 4) Eligibility for a tuition waiver requires a student to be eligible as of the first day of class.
- 5) Educational benefits do not apply to non-credit courses, other fees or for courses in which the tuition/surcharges exceed the university norm.
- 6) Formal provisions governing Senior Citizen Tuition Waivers, including but not limited to Regents’ Policy or University Regulations determine the actual Tuition Waiver benefits that will be provided to senior citizens. If the form content conflicts, the policy and regulations will govern.

### UNDERGRADUATE/GRADUATE COURSES

CRN	Department	Course No.	Section	Course Title	Days	Hour/Time	No. of Credits	Graduate Course (Check if yes)
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>

### UA BOR (BOARD OF REGENTS’) POLICY 05.10.080(B)

Regular tuition shall be waived for Alaska residents who are otherwise age eligible to receive full social security retirement benefits, who register on a space available basis; that is, when courses can accommodate such students in addition to other enrolled students. Individuals who were eligible for senior citizen tuition waivers on September 21, 2005 under the previous regents’ policy shall continue to be eligible for the waiver.

### SENIOR CITIZEN CERTIFICATION OF ELIGIBILITY

I am an Alaskan resident (see BOR Policy 5.10.025) and am age eligible to receive full social security retirement benefits. I understand a tuition waiver is valid on a “space available” basis only, when courses can accommodate seniors in addition to regularly enrolled students.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### UNIVERSITY OF ALASKA OFFICE USE ONLY:

Student is eligible for the Waiver    **YES**    **NO**                      MAU Business Office Initials \_\_\_\_\_

**BOR Policy 05.10.025. Resident Tuition Assessment.**

- A. For the purpose of tuition assessment under this chapter, a resident is a person who, at the end of the add/drop period for regular semester-length courses, is a United States citizen or eligible non-citizen that has been physically present in Alaska for two years and who declares the intention to remain in Alaska indefinitely. "Eligible non-citizen" shall have the same meaning as that term is used in determining eligibility for federal student financial aid. Physical presence will be determined by criteria established in university regulation. Alternatively, a person who received or has been qualified by the State of Alaska Permanent Fund Dividend Division to receive an Alaska Permanent Fund Dividend within the last 12 months, certifies they have been in Alaska for the past 12 months, and declares their intent to remain in Alaska indefinitely or meets other resident tuition eligibility requirements specified in Regents' Policy will be eligible for resident tuition assessment. The MAU chief enrollment officer or designee will apply these rules to the facts in individual cases.
- B. Notwithstanding the provisions of subsection A above, a student will be ineligible for resident tuition purposes unless exempted by Regents' Policy 05.10.050 if:
  - 1. during the two years of claimed residency, the student was absent from Alaska for an aggregate of more than 120 days other than documented absences due to illness, or attendance at another educational institution while maintaining Alaska residency;
  - 2. during the prior two years, the student did any act inconsistent with Alaska residency such as claiming residency in another state or voting as a resident of another state;
  - 3. during the past two years, the student has registered as a resident in an educational institution in another state; or
  - 4. during the past two years, the student has paid tuition at the University of Alaska at the Western Undergraduate Exchange (WUE) program rate.
- C. Notwithstanding provisions of this chapter, the residency of a student who first registered at the university, or was recruited based upon and was promised application of a former policy which was then in effect prior to the effective date of the adoption of this policy, shall be determined under the Regents' Policy in effect at the time the student registered or received such promise from an authorized representative of the university, if that is to the student's benefit.

(06-19-08)

**BOR POLICY 05.10.080. Tuition and Fee Waivers.**

- A. The president or designee may waive tuition or student fees when such action is determined by the president to be in the best interest of the university.
- B. Regular tuition shall be waived for Alaska residents who are otherwise age eligible to receive full social security retirement benefits, who register on a space available basis; that is, when courses can accommodate such students in addition to other enrolled students. Individuals who were eligible for senior citizen tuition waivers on September 21, 2005 under the previous regents' policy shall continue to be eligible for the waiver.
- C. Regular tuition, nonresident tuition surcharges, and for-credit course fees will be waived for an eligible dependent child under age 24 or spouse of a peace officer, fire fighter, or member of the armed services as described in AS 14.43.085 who was killed or died of injuries sustained in the line-of-duty, or is listed as missing-in-action or a prisoner-of-war. The deceased or missing person, at the time of the injury or incident, must have been an Alaska resident and:
  - 1. a member of the Alaska National Guard, Alaska Naval Militia, or the armed services of the United States;
  - 2. employed by a federal, state, or municipal fire department, or performing duties for a regularly organized volunteer fire department registered with the state fire marshal; or
  - 3. a state trooper, municipal police officer, village public safety officer, U.S. marshal or deputy marshal, corrections officer, or officer whose duty is to enforce and preserve public peace.
- D. A recipient under C. of this section must have been a spouse, natural or adopted child, stepchild, acknowledged illegitimate child, or dependent child under "loco parentis" for at least three years of the subject party or the deceased at the time of death. The recipient must also be and remain in good academic, financial aid, and student code of conduct standing in accordance with institutional standards of the campus attended.

(09-21-05)



# UNIVERSITY of ALASKA

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## Staff Alliance

### Staff Governance Performance Evaluation Working Group

Date: December 15, 2010

To: Kris Racina, UAF HR Director and Primary Contact for HRC's Performance Evaluation Committee

Cc: Staff Governance Performance Evaluation Working Group  
Staff Alliance  
Beth Behner, UA Chief Human Resource Officer

From: Megan Carlson, Staff Governance Performance Evaluation Working Group co-chair

RE: Response to Performance Evaluation Documents Dated 11/14/10

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The Staff Alliance received an updated draft of the Performance Evaluation Form from the HRC subcommittee developing the form on November 14, 2010. This latest draft incorporated comments from previous rounds of Staff Alliance review, as well as input from some other MAU staff councils in the fall of 2010.

A Staff Governance Performance Evaluation Working Group was established with representatives from each of the MAUs. On December 14<sup>th</sup>, the working group met to review this document and provide feedback. This memo summarizes the broader comments the working group had in response to the current draft form. A track changes version of the most recent draft accompanies this memo, addressing comments of a narrower focus.

#### Overall Comments

- The Staff Alliance working group renews its thanks to the Performance Evaluation Committee for their significant work thus far on the drafting of a consistent performance evaluation form, and for the opportunity to provide input on the document.
- It is readily evident to the reviewers of this latest draft that considerable work has gone into its development since the last formal review of the form by the Alliance in August. While the working group has made a handful of comments, it is clear that this is a mature, near-final form now.
- The working group recommends that the final draft of this form be distributed to Staff Alliance and MAU staff councils for review and comment before it is adopted. We do not feel the need for additional rounds of formal review before the final draft, unless substantial changes are made from the current version. We look forward to reviewing this final version within our respective governance groups.
- The working group reiterates the importance of careful consideration before a draft performance evaluation form is linked in any way to compensation or retention.

**Summary of Feedback on the Form**

- The working group expresses its appreciation for the following portions of the current draft:
  - The expansion of ratings to separate “Insufficient Information” from “Not Applicable”
  - The clearer connection between the position description duties and the evaluation ratings
  - The revisions to the Performance Factors to reduce duplication and to bring them all to a similar level (e.g. Personal Appearance is no longer a factor at the same level as Duties and Responsibilities)
  - Explanation on the distinction between leads and supervisors for the Supervisory Performance Factors portion of the form
  - More structure to explicitly encourage comments from the supervisor throughout the form to explain the ratings assigned
  - The decision not to include an overall rating nor to assign numbers to the evaluation
  - The clarification of the disclaimer in the employee review line, along with clarity on parties with whom an employee may consult (second line supervisor, HR representative) if they disagree with an evaluation
  - Direction to consider the completion of annual performance appraisals in a timely manner as a measure of effective supervision
  
- The working group has a number of additional recommendations for your consideration. As noted above, substantive recommendations are listed here, while recommendations that relate to wording or less substantive areas are reserved for the mark-up attached.
  - Consider requiring comments in areas rated very low (NI) and very high (E) to explain those ratings
  - Further clarify the “Plan of Action” section to make clear that this should include training and development plans for all employees, not just training and development to correct NI ratings.
  - Consider shifting the section of the “Leadership” supervisory performance factor relating to decisions and discretion within relevant policy and regulations to the “Application of Policy & Procedure” performance factor. This would bring two similar concepts together and reduce the size and complexity of the first supervisory performance factor.

# UNIVERSITY *of* ALASKA

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## Staff Alliance Staff Health Care Committee

Date: January 5, 2011

To: Mike Humphrey, UA Benefits Director  
UA Joint Health Care Committee, c/o Professor Richard Seifert, JHCC Chair

Cc: Beth Behner, UA Chief Human Resource Officer  
Staff Health Care Committee Representatives  
Staff Alliance Members  
MAU Staff Councils  
Pat Ivey, UA System Governance Executive Officer

From: Megan Carlson, Staff Health Care Committee Chair

RE: Staff Health Care Committee response to proposed FY12 Health Care Plan Design Changes

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In November and December 2010, the Staff Health Care Committee (SHCC) met numerous times to discuss proposed changes to the UA Health Care Plan to begin in FY12 (starting July 1, 2011). This memo provides a summary of the SHCC's principles and recommendations. Along with the memo, you will find a spreadsheet which summarizes the many options before the committee, the cost savings associated with these options, and the committee's final determination.

### Principles

1. Health care costs are rising, and the SHCC understands and appreciates the challenges associated with controlling these rising costs for both the institution and its employees. At the same time, we take seriously our responsibility to protect the best interests of the thousands of staff we represent.
2. We approached this task with open minds, aiming to identify reasonable compromises within the full suite of options provided by Lockton to help control these costs. It is difficult to find areas to feel good about in the proposed changes, but we feel that these are compromises we can stand behind.
3. As a guiding principle, we aimed to support the proposed changes that would continue to offer options for the staff we represent. This principle can be broadly applied, from not excluding drugs currently covered by the plan to maintaining three levels of the plan in which employees can elect to enroll (in the model of deluxe/standard/economy).
4. We also placed great importance on data and the overall effect of these proposed changes in our decisions. Where data are not available to substantiate a recommendation, the committee is reluctant to support the proposed change. The committee was also concerned about the potential for increases in multiple areas to compound for a greater net effect on employee expenses.
5. The response to recommendations listed below are not provided in a priority order, but should be viewed together as a complete collection of suggestions.

## Plan Recommendations for FY12

Projected cost savings are listed in bold italics after each item.

1. The committee has serious misgivings about excluding any drug or drug class from the plan. We are particularly concerned with the proposal to remove Nexium and/or all Proton Pump Inhibitors from the plan, since the condition these prescriptions treat can lead to long-term damage if it is not effectively managed. The committee is supportive of the compromise that excludes no medications currently on the plan, but shifts Nexium to the non-preferred brand (highest) copay tier. ***Approximate Savings: \$23,700.***  
  
The committee cannot support any proposal to exclude Proton Pump Inhibitors (including Nexium), or Non-Sedating Antihistamines (such as Allegra) from the plan. We also do not support any proposal to move to reference-based drug pricing, where a maximum amount paid by the plan would be set for each drug class.
2. The committee recognizes the amount of money that can be saved by encouraging employees to shift to generic prescriptions, although the doctor and patient should be the primary individuals making decisions about whether the brand will work as effectively. The committee supports the recommendation to increase the third tier of prescription copays to \$50, which is a lower number than originally proposed (\$60). ***Approximate Savings: \$140,000.***
3. Encouraging better maintenance of chronic conditions is something we can all feel good about. To reduce the likelihood of future major health crises through better maintenance, the committee supports the proposal to make generic copays free for the maintenance of chronic conditions covered by the disease management program. We strongly support adding asthma to the initial list of conditions proposed. ***Approximate Savings: \$44,900.***
4. In the interest of giving staff options, the committee supports the implementation of a copay surcharge for maintenance (monthly) medications that are not filled through the mail order program. This option is preferable to the other scenario presented, where maintenance medications would only be covered by the plan if they were purchased through the mail order program. In addition to the options this approach gives employees, it is also projected to save the plan \$50,000 more than implementing mandatory mail order for maintenance medications would.  
  
This proposal is supported with the following assumptions: (1) the surcharge for maintenance medications would not apply to new prescriptions, beginning only with the third refill, and (2) an exception would be in place for any drugs with the potential for damage by inclement weather, such as insulin. Once implemented, UA should pay careful attention to any problems associated with flights getting into communities like Kodiak. ***Approximate Savings: \$150,400.***
5. The committee supports the implementation of a tobacco surcharge. In the first year of implementation, members should be exempt from the surcharge if they have been tobacco-free for at least six months or are currently participating in a tobacco cessation program. It is imperative that the university provide resources and communication to connect current tobacco users with cessation programs as this surcharge goes into effect. The committee also recommends that this be implemented in a way that can be removed from employee accounts if they stop using tobacco, to give a more direct incentive for change. ***Approximate Savings: \$504,000.***
6. The committee does not support the proposal to exclude certain high risk activities (e.g. sky diving, operating a motorcycle or plane, rock climbing, etc.) from coverage by the health care plan.
7. The committee supports the plan for a dependent audit to ensure that everyone being covered on the UA Health Care Plan is eligible for said coverage. Communication to the university community about the reasons for this audit will be important as it is launched. ***Approximate Savings: \$500,000 (after administrative expenses for the audit).***
8. The committee supports the elimination of the \$100 payment for completion of the Personal Wellness Profile. These funds currently reward a relatively passive activity, and could be better spent encouraging more active engagement, such as tracking biometric data or participating in Individual Health Planning sessions. ***Approximate Savings: \$231,000.***

Also related to the wellness program, the committee does not support penalizing employees who do not complete the Individual Health Planning program. In many cases, employees may have to cease

participation due to an increased workload in their jobs. We should avoid creating disincentives to participation in the IHP program, which threats of penalties for non-completion hold the potential to do.

### **Areas to Research for Consideration beyond FY12**

A number of options were presented that the Staff Health Care Committee feels are worthy of further research to consider implementing in future years. Some of these were related to business reasons (Banner structure, data needed to support the recommendation), and some were related to the cumulative impact on employees of all the changes being proposed (surcharges).

1. Developing criteria to tie employee contributions to completion of wellness activities and outcomes. (The committee is strongly in support of this concept and looks forward to working on the criteria in the coming months.)
2. Implementing additional levels for employee contributions, to include up to 3 individual dependents (rather than only Employee, Employee + Spouse, Employee + Child, and Family levels).
3. Implementing a spousal surcharge for working spouses with the opportunity to have health care coverage through their own employer. (The committee feels there are too many increases being implemented at this time to add this surcharge.)
4. Implementing a surcharge or higher biweekly rate for part-time employees. (The committee feels there are not sufficient data to justify this proposal, and echoes concerns above about adding this to other increases. It also appears this proposal would be likely to affect staff significantly more than faculty, which is concerning since the other recommendations are more clearly linked with usage rather than employment status.)
5. Implementing a surgical travel benefit for certain procedures (e.g. knee replacements), to allow travel benefits to be provided for having these procedures done at a lower cost in facilities with a high success rate.
6. Piloting an onsite medical clinic in Fairbanks or Anchorage.

### **Employee Contribution Options**

Lockton presented an array of options for consideration related to the current levels of coverage employees may select (deluxe, standard, and economy). These possibilities covered a wide range, from making no changes to replacing all the current plans with a high deductible health plan or a bare-bones plan that would be free to employees.

1. The committee recommends Scenario 4, which preserves three plans for employees to choose from and increases deductibles and out of pockets. This scenario introduces a High Deductible Health Plan (HDHP) with Health Reimbursement or Health Savings Account and seed money, which can support greater transparency of medical costs to the members on our plan. It also limits the increases to deductibles and out of pockets in comparison to other options, while doing a reasonable job of cutting the costs to the plan. **Approximate Savings: \$3,911,000.**
2. As a secondary option, the committee supports Scenario 2, which eliminates the deluxe plan and increases the standard and economy deductibles. This scenario is our second choice because it does not project sufficient savings to the plan, and reduces the options available to employees. **Approximate Savings: \$2,131,000.**
3. The committee cannot support the remaining scenarios because they are either too extreme or do not sufficiently address the trends in health care costs we face. They are listed below for reference.
  - a. Making no changes to the plans (Scenario 1),
  - b. Substantially increasing the deductibles and out of pockets and replacing the economy plan with an HDHP (Scenario 3),

- c. Replacing all plans with a single sparse plan for employees that only has biweekly charges for dental and vision (Scenario 5), and
- d. Replacing all plans with a single High Deductible Health Plan (Unnumbered Scenario).

**In total, the SHCC's recommendations represent a potential cost savings of \$5,505,000 to the UA health care plan.** Note that this sum does not include the savings associated with Scenario 2 above, since Scenario 4 is the SHCC's preferred scenario and represents more savings.

### **Communication**

Communication is of the utmost importance in health care every year, but particularly as we look forward to a new fiscal year with a number of major changes. It is appropriate that this communication come from Human Resources, and that the system carefully evaluate adding additional resources to the UA Benefits Office if this is not feasible in their current state. The Staff Health Care Committee, and other members of staff governance, would be happy to provide input on what to include in this communication, and to help disseminate it, but it is important that it comes from the experts in Human Resources.

### **Final Notes of Appreciation**

Over the past few years, the committee has developed a strong working relationship with the Joint Health Care Committee. We would like to thank the Joint Health Care Committee for genuinely welcoming the input of the staff governance voting member and alternates. We look forward to continuing to work with the JHCC in the future.

We would also like to thank the many staff members, particularly those who serve on Staff Alliance and our local staff governance groups, who have provided their thoughts on these proposals and helped us to understand the impact of the decisions we make.

Finally, we would like to thank Mike Humphrey for his tireless work with the Staff Health Care Committee and Joint Health Care Committee. He has always been a reliable source of information as we have mulled the recommendations regarding our health care plan, and we value his receptiveness to our input. We also request that Mr. Humphrey pass on our gratitude to Lockton for providing the data that has helped inform these difficult decisions.

I encourage you to contact me if you have any questions.

Megan Carlson, Staff Health Care Committee Chair  
907-786-1054 or [anmac3@uaa.alaska.edu](mailto:anmac3@uaa.alaska.edu)

Staff Health Care Committee Summary of Proposed Potential Plan Design Changes for FY12				
<i>Note: Excerpts of potential changes broken into recommended, recommended for future discussion, and not recommended follow on separate tables.</i>				
Pharmacy Potential Opportunities				
Description	Amount Saved	Notes	SHCC Initial Recommended Action for FY 12 Plan Modifications	Final SHCC Recommended Action
Remove Nexium from pharmacy plan <i>(See comments for compromise supported)</i>	\$ 23,700	Multiple OTC alternatives. Nexium costs the plan 307K. To stay on it, member would have to pay out of pocket. Cost savings would be \$250K.	Concerns about damage if this is the only effective med--asked for more data on how many are on Nexium as maintenance med after trying other brands	<b>Support compromise to move Nexium to Tier 3 copay, but retain on the plan. Updated project on cost for alternative plan not provided.</b>
Exclude all Proton Pump Inhibitors from pharmacy plan and implement a \$5 copay for OTC PPIs	<del>\$ 328,800</del>	Multiple OTC alternatives. To stay on it, member would have to pay out of pocket.	Not recommended at this time	<b>Not recommended</b>
Exclude all Non-Sedating Antihistamine (NSA) drugs from pharmacy plan and implement a \$5 copay for OTC NSAs	<del>\$ 85,500</del>	Multiple OTC alternatives. Fairly common provision on plans.	Not recommended at this time	<b>Not recommended</b>
Reduced generic copays for certain maintenance drugs (cholesterol, cardiovascular, diabetes, COPD) to increase compliance	\$ 44,900	Retail generic \$2, mail order \$5. Cost savings projected on medical health utilization from better maintenance of conditions.	Great idea to encourage better health and generic use. Pursue expanding to include all Alere conditions (e.g. asthma), possibly look at brand where generic is not yet available.	<b>Recommended making generics free for these chronic conditions and adding asthma. May require participation in disease management program. If not this year, begin work now to implement in following FY.</b>
Increase differential between preferred brand name and non-preferred brand name from \$40 to \$50	\$ 140,000	Retail tiers would be at \$5/\$25/\$60	Recommendation: SHCC recommended Tier III medications at \$50 instead of the proposed \$60. Lockton will give UA a new estimate for savings	<b>Support compromise to increase highest tier to \$50 (originally proposed \$60)</b>
Referenced based drug pricing (maximum plan reimbursements by therapeutic class)	<del>TBD</del>	Base maximum amount on therapeutic class, member pays difference between Drug X and Drug Y within the class. Still a very new system not widely adopted.	Not recommended at this time	<b>Not recommended</b>
Mandatory Mail Order for maintenance meds (those taken monthly)	<del>\$ 100,400</del>	Refills only covered if filled through mail-order; allow 2 refills before mandatory mail order. Members affected: 2503.	Not recommended at this time	<b>Not recommended</b>
Non-mandatory Mail Order for maintenance meds: Double retail copay if member does not use mail order starting on third refill	\$ 150,400	Retail copays would be at \$10/50/80. Members affected: 2503	Recommendation: as long as medications that may freeze can be excluded and employees can get those medication at retail with no penalty	<b>Recommended, with exception for anything that can be damaged by freezing. Keep an eye on impact for places with trouble getting mail in.</b>
<b>Estimated amount saved</b>	<b>\$ 359,000</b>	<i>Does not include Nexium because no new projection has been provided.</i>		

Staff Health Care Committee Summary of Proposed Potential Plan Design Changes for FY12				
Health Care Plan Option Potential Opportunities				
Description	Amount Saved	Notes	SHCC Initial Recommended Action for FY 12 Plan Modifications	Final SHCC Recommended Action
Scenario 1: No changes to plan options (standard, etc.) or deductibles/out of pockets	\$ -			Not recommended
Scenario 2: *Eliminate deluxe plan *Increase standard deductible from 250 to 500 *Increase economy deductible from 500 to 1000	\$ 2,131,000	Revision from original first option (saved only includes this change, not other plan changes)		Second recommendation
Scenario 3 and 3a: *Increase deluxe deductible from 100 to 500 (300 to 1500 for family); out of pocket 500 to 3K (1K to 6K for family) *Increase standard deductible from 250 to 750 (600 to 2250 for family); out of pocket 750 to 3.5K (1.5K to 7K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$250/\$500 seed money (individual/family) deductible 500 to 1500 (1500 to 4500 family); OOP 3K to 4K (6K to 8K family)	\$ - 7,240,000	Savings are equivalent whether HRA or HSA for HDHP level		Not recommended
Scenario 3b: *Increase deluxe deductible from 100 to 500 (300 to 1500 for family); out of pocket 500 to 3K (1K to 6K for family) *Increase standard deductible from 250 to 750 (600 to 2250 for family); out of pocket 750 to 3.5K (1.5K to 7K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$1K/2K seed money (individual/family) deductible 500 to 1500 (1500 to 4500 family); OOP 3K to 4K (6K to 8K family)	\$ - 7,061,000			Not recommended
Scenario 4: *Increase deluxe deductible from 100 to 250 (300 to 750 for family); out of pocket 500 to 1.5K (1K to 3K for family) *Increase standard deductible from 250 to 450 (600 to 1350 for family); out of pocket 750 to 2K (1.5K to 4K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$1K/2K seed money (individual/family) deductible 500 to 2000 (1.5K to 6K family); OOP 3K to 5K (6K to 10K family)	\$ 3,911,000	Savings are equivalent whether HRA or HSA for HDHP level		Top recommendation
Scenario 5: One free plan for employees (biweekly only for dental and vision) replaces all plans *Deductibles at 2.7K and 5.4K for individual/family *OOP at 2.5K and 5K *30% coinsurance for medical and pharmacy (replaces copays)	\$ - 10,186,000			Not recommended
Introduce new Full Replacement High Deductible Health Plan with HRA account for economy plan	<del>\$7M to \$8M</del>	11% savings. Savings due to reduced utilization and movement of population to economy plan. Doing away with UA Choice altogether.	Not recommended at this time	Not recommended
<b>Estimated amount saved</b>	<b>\$ 3,911,000</b>	(Assumes Scenario 4, although Scenario 2 is supported as a secondary option by the SHCC)		



Staff Health Care Committee Summary of Proposed Potential Plan Design Changes for FY12				
Additional Potential Opportunities				
Description	Amount Saved	Notes	SHCC Initial Recommended Action for FY 12 Plan Modifications	Final SHCC Recommended Action
8 levels for employee contributions (replaces 4 levels for employee, employee/spouse, employee/child, and family)	<del>\$ 75,000</del>	Different level for dependents 1-3 for employee & employee plus spouse: EE, EE +1, EE +2, EE +3, EE + SP, EE/SP +1, EE/SP +2, EE/SP +3 New way of distributing costs, unlikely to save money but may control the risk.	Recommended.	Recommended for research into future implementation in FY13. Ask Lockton to run numbers if we went with four, with all these other plan changes, illustrative rates.
Spousal surcharge for covered working spouses who have another option for health care benefits	<del>\$ 714,300</del>	Typical amount is \$50/month. Shifts risk, don't know uptake so hard to project savings.	Not recommended at this time	Reconsider in FY13
Tobacco surcharge	\$ 504,000	Typical amount is \$50/month. Offer smoking cessation program. Short term savings unclear.	Recommendation: implement a smoking surcharge and smoking cessation programs. Interested in a system that would allow for easy removal of the surcharge rather than just at open enrollment.	Recommended, with exception for 6 months tobacco-free in first round (or current participation in cessation program). Cessation program options should be made readily available well before this goes into effect.
Charge Part-Time Employees more for benefits than Full-Time employees	<del>\$ 179,000</del>	Part-timers typically cost more to the plan. Members affected: 299. Would only apply to employees who work 20-29 hours.	Only supportive if the data actually back this up for our employees. Straight \$50 surcharge, or more for dependents?	Reconsider in FY13. (Data should be available before this can be supported.)
Exclude high risk activities	TBD	Sky diving, bungee jumping, operating motorcycle or plane, scuba diving, hang gliding, rock climbing, parachuting, parasailing	Not recommended at this time	Not recommended
Employee contributions tied to completion of wellness activities and outcomes	TBD	Reduce contributions if you do an annual physical, complete HRA, participate in IHP. Could also have different deductibles for wellness plan and not-wellness plan. Short term savings unclear, greater impact on wellness participation and behavior change.	Recommendation: UA needs to move the plan to a behaviorally anchored plan design, i.e., if you do a set number of wellness activities during the plan year (SHCC and UA to develop list), the next plan year your charge for coverage is lower. Would like more information about what could be included.	Move forward with research necessary to launch in FY13
Implement medical tourism (cover travel expenses for patient & another person to have certain procedures done in Puget Sound)	TBD	For each knee replacement done in Seattle and not Fairbanks UA could save \$46K. 43 knee replacements, 29 hip replacements, 26 discectomies in FY10.	Recommendation: This is a project that the University and SHCC should implement as soon as feasible.	Move forward with research necessary to launch in FY13 (or second half of FY12) if start of FY12 is not feasible
Pilot onsite medical clinic in Fairbanks or Anchorage	TBD	Unlikely to be implemented in FY12 due to startup logistics	Recommendation: This is a project that the University and SHCC should continue to explore	Move forward with research necessary to launch in FY13 if FY12 is not feasible
Dependent Audit	\$ 500,000	Other employers have seen 8% to 15% of enrolled dependents removed from their health plan	No recommendation, but discussed plans to implement in FY11.	Recommended, starting in January 2011
Eliminate the \$100 payment for the PWP	\$ 231,000		Did not discuss	Recommended to reallocate toward more active engagement, like entering biometrics or participating in IHPs
Require completion of 5 out of 6 IHP sessions or pay a penalty	TBD	Currently about 20% drop out of the program	Did not discuss	Not recommended
<b>Estimated amount saved</b>	<b>\$ 1,235,000</b>			
<b>Grand total estimate</b>	<b>\$ 5,505,000</b>	<b>Note: This total does not include the Scenario 2 savings because it assumes the savings from Scenario 4 (the SHCC's top recommendation). It also does not include the cost savings from making Nexium a tier 3 prescription, since those projections have not been provided.</b>		

Excerpt: SHCC Summary of Recommended Potential Plan Design Changes for FY12				
Description	Amount Saved	Notes	SHCC Initial Recommended Action for FY 12 Plan Modifications	Final SHCC Recommended Action
Remove Nexium from pharmacy plan <i>(See comments for compromise supported)</i>	\$ 23,700	Multiple OTC alternatives. Nexium costs the plan 307K. To stay on it, member would have to pay out of pocket.	Concerns about damage if this is the only effective med--asked for more data on how many are on Nexium as maintenance med after trying other brands	Support compromise to move Nexium to Tier 3 copay, but retain on the plan. Updated project on cost for alternative plan not provided.
Reduced generic copays for certain maintenance drugs (cholesterol, cardiovascular, diabetes, COPD) to increase compliance	\$ 44,900	Retail generic \$2, mail order \$5. Cost savings projected on medical health utilization from better maintenance of conditions.	Great idea to encourage better health and generic use. Pursue expanding to include all Alere conditions (e.g. asthma), possibly look at brand where generic is not yet available.	Recommended making generics free for these chronic conditions and adding asthma. May require participation in disease management program. If not this year, begin work now to implement in following FY.
Increase differential between preferred brand name and non-preferred brand name from \$40 to \$50	\$ 140,000	Retail tiers would be at \$5/\$25/\$60	Recommendation: SHCC recommended Tier III medications at \$50 instead of the proposed \$60. Lockton will give UA a new estimate for savings	Support compromise to increase highest tier to \$50 (originally proposed \$60)
Non-mandatory Mail Order for maintenance meds: Double retail copay if member does not use mail order starting on third refill	\$ 150,400	Retail copays would be at \$10/50/80. Members affected: 2503	Recommendation: as long as medications that may freeze can be excluded and employees can get those medication at retail with no penalty	Recommended, with exception for anything that can be damaged by freezing. Keep an eye on impact for places with trouble getting mail in.
Scenario 2: *Eliminate deluxe plan *Increase standard deductible from 250 to 500 *Increase economy deductible from 500 to 1000	\$ 2,131,000	Revision from original first option (saved only includes this change, not other plan changes)		Second recommendation
Scenario 4: *Increase deluxe deductible from 100 to 250 (300 to 750 for family); out of pocket 500 to 1.5K (1K to 3K for family) *Increase standard deductible from 250 to 450 (600 to 1350 for family); out of pocket 750 to 2K (1.5K to 4K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$1K/2K seed money (individual/family); deductible 500 to 2000 (1.5K to 6K family); OOP 3K to 5K (6K to 10K family)	\$ 3,911,000	Savings are equivalent whether HRA or HSA for HDHP level		Top recommendation
Tobacco surcharge	\$ 504,000	Typical amount is \$50/month. Offer smoking cessation program. Short term savings unclear.	Recommendation: implement a smoking surcharge and smoking cessation programs. Interested in a system that would allow for easy removal of the surcharge rather than just at open enrollment.	Recommended, with exception for 6 months tobacco-free in first round (or current participation in cessation program). Cessation program options should be made readily available well before this goes into effect.
Dependent Audit	\$ 500,000	Other employers have seen 8% to 15% of enrolled dependents removed from their health plan	No recommendation, but discussed plans to implement in FY11.	Recommended, starting in January 2011
Eliminate the \$100 payment for the PWP	\$ 231,000		Did not discuss	Recommended to reallocate toward more active engagement, like entering biometrics or participating in IHPs
Estimated amount saved	\$ 5,505,000	<i>Note: This total does not include the Scenario 2 savings because it assumes the savings from Scenario 4 (the SHCC's top recommendation). It also does not include the cost savings from making Nexium a tier 3 prescription, since those projections have not been provided.</i>		

### Excerpt: SHCC Summary of Potential Plan Design Changes Recommended for Consideration in Future Years

*Note: These options are recommended for future discussion, but this recommendation of further discussion does not imply support unless it is explicitly listed below.*

Description	Amount Saved	Notes	SHCC Initial Recommended Action for FY 12 Plan Modifications	Final SHCC Recommended Action
8 levels for employee contributions (replaces 4 levels for employee, employee/spouse, employee/child, and family)	<del>\$ 75,000</del>	Different level for dependents 1-3 for employee & employee plus spouse: EE, EE +1, EE +2, EE +3, EE + SP, EE/SP +1, EE/SP +2, EE/SP +3 New way of distributing costs, unlikely to save money but may control the risk.	Recommended.	Recommended for research into future implementation in FY13. Ask Lockton to run numbers if we went with four, with all these other plan changes, illustrative rates.
Spousal surcharge for covered working spouses who have another option for health care benefits	<del>\$ 714,300</del>	Typical amount is \$50/month. Shifts risk, don't know uptake so hard to project savings.	Not recommended at this time	Reconsider in FY13
Charge Part-Time Employees more for benefits than Full-Time employees	<del>\$ 179,000</del>	Part-timers typically cost more to the plan. Members affected: 299. Would only apply to employees who work 20-29 hours.	Only supportive if the data actually back this up for our employees. Straight \$50 surcharge, or more for dependents?	Reconsider in FY13. (Data should be available before this can be supported.)
Employee contributions tied to completion of wellness activities and outcomes	TBD	Reduce contributions if you do an annual physical, complete HRA, participate in IHP. Could also have different deductibles for wellness plan and not-wellness plan. Short term savings unclear, greater impact on wellness participation and behavior change.	Recommendation: UA needs to move the plan to a behaviorally anchored plan design, i.e., if you do a set number of wellness activities during the plan year (SHCC and UA to develop list), the next plan year your charge for coverage is lower. Would like more information about what could be included.	Move forward with research necessary to launch in FY13
Implement medical tourism (cover travel expenses for patient & another person to have certain procedures done in Puget Sound)	TBD	For each knee replacement done in Seattle and not Fairbanks UA could save \$46K. 43 knee replacements, 29 hip replacements, 26 discectomies in FY10.	Recommendation: This is a project that the University and SHCC should implement as soon as feasible.	Move forward with research necessary to launch in FY13 (or second half of FY12) if start of FY12 is not feasible
Pilot onsite medical clinic in Fairbanks or Anchorage	TBD	Unlikely to be implemented in FY12 due to startup logistics	Recommendation: This is a project that the University and SHCC should continue to explore	Move forward with research necessary to launch in FY13 if FY12 is not feasible
<b>Estimated amount saved</b>	<b>\$ 968,300</b>	<b>Total does not include recommendations where no projections is currently available.</b>		

<b>Excerpt: SHCC Summary of Potential Plan Design Changes Not Recommended</b>				
Exclude all Proton Pump Inhibitors from pharmacy plan and implement a \$5 copay for OTC PPIs	<del>\$ 329,800</del>	Multiple OTC alternatives. To stay on it, member would have to pay out of pocket.	Not recommended at this time	<b>Not recommended</b>
Exclude all Non-Sedating Antihistamine (NSA) drugs from pharmacy plan and implement a \$5 copay for OTC NSAs	<del>\$ 85,500</del>	Multiple OTC alternatives. Fairly common provision on plans.	Not recommended at this time	<b>Not recommended</b>
Referenced based drug pricing (maximum plan reimbursements by therapeutic class)	<del>TBD</del>	Base maximum amount on therapeutic class, member pays difference between Drug X and Drug Y within the class. Still a very new system not widely adopted.	Not recommended at this time	<b>Not recommended</b>
Mandatory Mail Order for maintenance meds (those taken monthly)	<del>\$ 100,400</del>	Refills only covered if filled through mail-order; allow 2 refills before mandatory mail order. Members affected: 2503.	Not recommended at this time	<b>Not recommended</b>
Scenario 1: No changes to plan options (standard, etc.) or deductibles/out of pockets	<del>\$</del>			<b>Not recommended</b>
Scenario 3 and 3a: *Increase deluxe deductible from 100 to 500 (300 to 1500 for family); out of pocket 500 to 3K (1K to 6K for family) *Increase standard deductible from 250 to 750 (600 to 2250 for family); out of pocket 750 to 3.5K (1.5K to 7K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$250/\$500 seed money (individual/family); deductible 500 to 1500 (1500 to 4500 family); OOP 3K to 4K (6K to 8K family)	<del>\$ 7,240,000</del>	Savings are equivalent whether HRA or HSA for HDHP level		<b>Not recommended</b>
Scenario 3b: *Increase deluxe deductible from 100 to 500 (300 to 1500 for family); out of pocket 500 to 3K (1K to 6K for family) *Increase standard deductible from 250 to 750 (600 to 2250 for family); out of pocket 750 to 3.5K (1.5K to 7K for family) *Replace Economy with High Deductible Health Plan with HRA or HSA and \$1K/2K seed money (individual/family); deductible 500 to 1500 (1500 to 4500 family); OOP 3K to 4K (6K to 8K family)	<del>\$ 7,061,000</del>			<b>Not recommended</b>
Scenario 5: One free plan for employees (biweekly only for dental and vision) replaces all plans *Deductibles at 2.7K and 5.4K for individual/family *OOP at 2.5K and 5K *30% coinsurance for medical and pharmacy (replaces copays)	<del>\$ 10,186,000</del>			<b>Not recommended</b>
Introduce new Full Replacement High Deductible Health Plan with HRA account for economy plan	<del>\$7M to \$8M</del>	11% savings. Savings due to reduced utilization and movement of population to economy plan. Doing away with UA Choice altogether.	Not recommended at this time	<b>Not recommended</b>
Exclude high risk activities	<del>TBD</del>	Sky diving, bungee jumping, operating motorcycle or plane, scuba diving, hang gliding, rock climbing, parachuting, parasailing	Not recommended at this time	<b>Not recommended</b>
Require completion of 5 out of 6 IHP sessions or pay a penalty	<del>TBD</del>	Currently about 20% drop out of the program	Did not discuss	<b>Not recommended</b>

**Grand total for amount saved not computed, because several of these options could not be combined (e.g. Scenario 1 and Scenario 5).**

# UNIVERSITY *of* ALASKA

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## Faculty Alliance

January 4, 2011

To: University of Alaska Community

From: Faculty Alliance

John Petraitis, Chair of the Alliance; President, UAA Faculty Senate  
 Genie Babb, Past President, UAA Faculty Senate  
 Nalinaksha Bhattachayra, 1st Vice President, UAA Faculty Senate

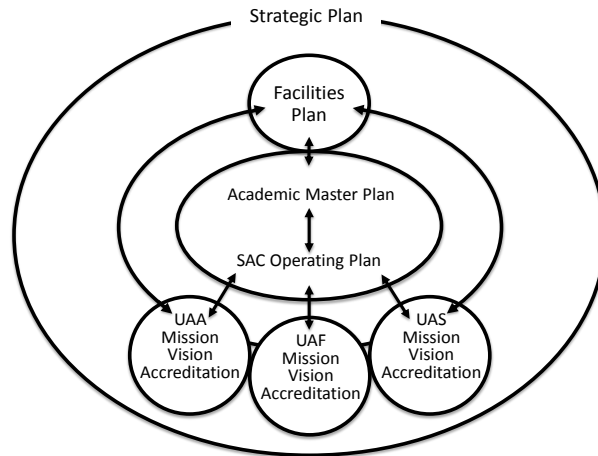
Jonathan Dehn, President, UAF Faculty Senate, Past Chair, Faculty Alliance  
 Cathy Cahill, President-Elect, UAF Faculty Senate  
 Jennifer Reynolds, Representative, UAF Faculty Senate

Sherry Tamone, President, UAS Faculty Senate  
 Daniel Monteith, President-Elect, UAS Faculty Senate  
 Jonathan Anderson, Past President, UAS Faculty Senate

We are submitting for your comment a major re-drafting of UA's Academic Master Plan (AMP) for Spring 2011-Fall 2015. This draft is organized around five major goals, with associated objectives and activities. The goals are broad, outcome-oriented, and related to the mission of the University and the MAUs. The objectives under each goal are intended to be measurable, attainable, and positive. The activities are specific tasks to carry out the objectives.

Two sets of documents guided this draft. First, the mission statements of UA, UAA, UAF, and UAS were used to identify major goals. Second, we relied heavily on the previous draft (#28) of the 2011-2015 AMP that was submitted to the Board of Regents in September 2010. From that draft we refined the goals, then extracted objectives and activities. We did not, of course, extract everything from AMP 28. Specifically, we did not use content that we identified as policy, process, or material for a strategic plan rather than an academic plan. In various places we also filled in (noncontroversial, we believe) objectives and activities that were not spelled out in the previous version, as the new structure of the document revealed gaps. Nonetheless, the previous version is, in our opinion, a very important document because it crystallizes many of the procedures that UA's Statewide Academic Council will use when evaluating proposals for new or enhanced programs. In fact, we suggest that AMP 28 be retained for the next five years and called the *Statewide Academic Council's Operating Plan (SACOP)*.

The following diagram captures the relationship between a strategic plan, a facilities plan, mission statements, SACOP and UA's academic master plan. Typically, an *academic master plan* deals with (a) how a university produces, disseminates, and applies knowledge, (b) how it relates to the community, and (c) how it will respond to the current and emerging conditions affecting a university. Additionally, a university's academic plan relates to and informs other planning efforts. A *strategic plan* anticipates longer-range challenges and opportunities over the next 10 to 20 years. Together, a university's short-range AMP and long-range strategic plan should direct the development of its *facilities plan*, which supports implementation of the AMP and strategic plan.



We anticipate that stakeholders from UAA, UAF and UAS will be interested in commenting on seeing the current version before a newer version is submitted to the BOR. We are hoping to submit a newer version to the BOR by late January 2011 so BOR will have it for their February meeting.

Please submit your comments to [alaskafaculty@gmail.com](mailto:alaskafaculty@gmail.com) by January 15. We encourage you to share this letter, the draft AMP, and the email address with others who might have comments. All comments will be only be seen by members of Faculty Alliance and will be kept confidential.

Faculty Alliance, January 4, 2011

**University of Alaska**

**Academic Master Plan**

**Spring 2011 to Fall 2015**

## Introduction

*The University of Alaska inspires learning, and advances and disseminates knowledge through teaching, research, and public service, emphasizing the North and its diverse peoples.*

*(UA Mission Statement)*

The University of Alaska system consists of the University of Alaska (UA) statewide administration and three separately accredited universities: the University of Alaska Anchorage (UAA), the University of Alaska Fairbanks (UAF), and the University of Alaska Southeast (UAS). Each of these has branch campuses in smaller communities across the state. The UA offers educational opportunities ranging from certificates and associate degrees, through bachelor's degrees, to master's and doctoral degrees. Much of UA's strength comes from its unique geographic and cultural setting. In fields like engineering, biology, Alaska Native studies, and ocean and earth sciences, the state itself is a natural laboratory and classroom. UA programs have grown and gained international recognition while addressing specific needs in Alaska.

The University of Alaska system is a major economic force throughout the state with an annual economic impact of nearly \$1 billion<sup>1</sup>. Alaska's investment in the university returns over \$3 in total economic activity for every \$1 from the state. The return for investments in research is even greater: \$7.60 for every \$1 in state funding.<sup>2</sup> The two-thirds of UA graduates who remain in Alaska fill many of the leadership positions in business, government, education, and community service. There are less tangible but nonetheless vital effects of UA campuses in communities, ranging from engagement with PK-12 schools to athletic competitions, theatrical and musical performances, art exhibitions, and other cultural events. UA campuses are at the heart of the communities and regions they serve. Strengthening the university has multiple benefits for these communities and for Alaska as a whole.

The Academic Master Plan (AMP) of the University of Alaska sets the academic priorities of UA for the next five years. The plan provides a vision for the continuing development of UA's academic programs, aims to enhance collaboration between UA's three major academic units (MAUs: UAA, UAF, UAS), addresses expanded opportunities for students, and guides UA's management of both public and private resources. Because UA needs to be responsive to events that might happen during the span of this plan, this plan is a flexible guide rather than an inflexible blueprint.

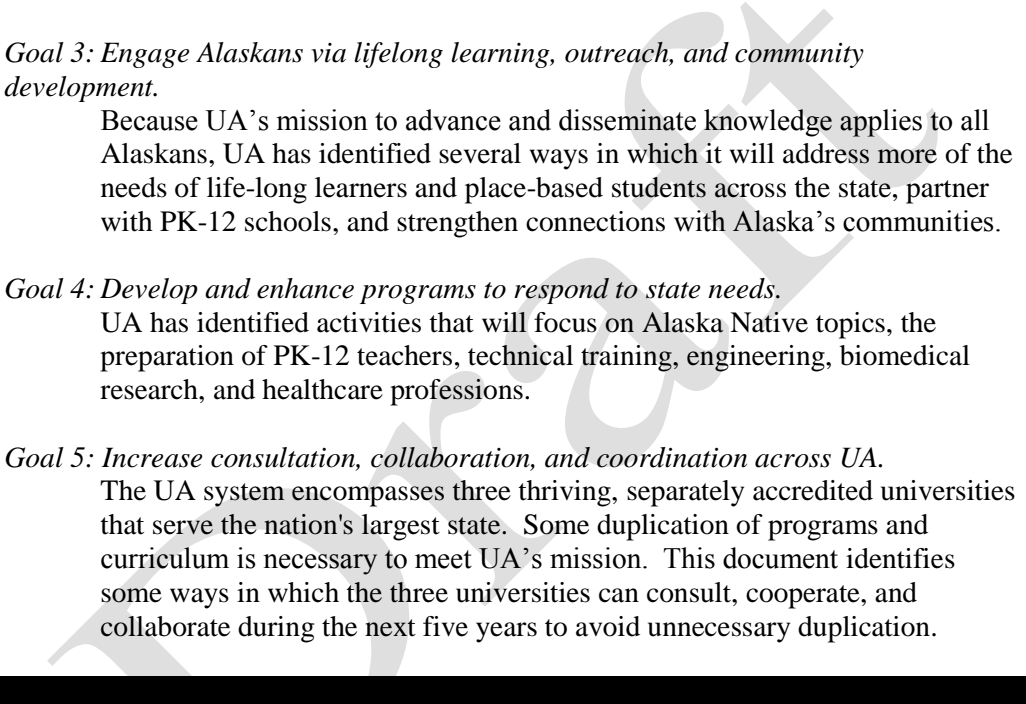
The AMP is comprised of major goals with measurable objectives, and concrete activities designed to meet the objectives. Because the goals are interrelated, some activities will apply to objectives under more than one goal. The five major goals for the UA system are:

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<sup>1</sup> The McDowell Group. *The Economic Impact of the University of Alaska, 2007 Update*. <http://www.alaska.edu/opa/downloads/McDowell-2008-EconomicImpact.pdf>.

<sup>2</sup> Goldsmith, Scott. 2007. *University of Alaska Research: An Economic Enterprise*. Institute of Social and Economic Research, University of Alaska Anchorage.



- 44 *Goal 1: Educate students to become informed and responsible citizens.*  
45 UA is a publically-funded university with special responsibility to prepare  
46 Alaskans for the state's future. The University has identified several activities  
47 that, over the next five years, will educate more Alaskans, provide them with  
48 a range of educational experiences, and benefit from Alaska's cultural  
49 diversity.  
50
- 51 *Goal 2: Advance research, scholarship, and creative activity.*  
52 The University also has a responsibility to produce and disseminate new  
53 knowledge. In this document, UA outlines objectives to promote basic  
54 research, applied research, scholarship, creative activity, and partnerships  
55 with communities and businesses in Alaska, in the circumpolar North, and  
56 around the Pacific Rim.  
57
- 58 *Goal 3: Engage Alaskans via lifelong learning, outreach, and community*  
59 *development.*  
60 Because UA's mission to advance and disseminate knowledge applies to all  
61 Alaskans, UA has identified several ways in which it will address more of the  
62 needs of life-long learners and place-based students across the state, partner  
63 with PK-12 schools, and strengthen connections with Alaska's communities.  
64
- 65 *Goal 4: Develop and enhance programs to respond to state needs.*  
66 UA has identified activities that will focus on Alaska Native topics, the  
67 preparation of PK-12 teachers, technical training, engineering, biomedical  
68 research, and healthcare professions.  
69
- 70 *Goal 5: Increase consultation, collaboration, and coordination across UA.*  
71 The UA system encompasses three thriving, separately accredited universities  
72 that serve the nation's largest state. Some duplication of programs and  
73 curriculum is necessary to meet UA's mission. This document identifies  
74 some ways in which the three universities can consult, cooperate, and  
75 collaborate during the next five years to avoid unnecessary duplication.  
76  
77
- 

**Goals, Objectives and Activities:  
Spring 2011-Fall 2015**

**Goal 1: Educate students to become informed and responsible citizens.**

To prepare students to contribute to Alaska's future, UA must focus on developing students' leadership and civic skills and prepare them for careers in a sustainable Alaskan economy. UA will provide the resources to develop students' skills in writing, oral communication, and quantitative reasoning; improve students' understanding of the physical, biological, and social sciences, technology, social institutions, and economic systems; and enhance students' knowledge of and opportunities to appreciate the arts and humanities, diverse cultures, and values.

In this effort, UA will work to recruit and retain students, increase access to post-secondary education in all parts of the state, integrate different types of educational experiences, and benefit from Alaska's cultural diversity. For the next five years, UA will concentrate on these objectives.

Objective 1: Increase student retention and graduation rates.

Activity: Use initial course placement and developmental education courses to ensure student success in freshman-level courses.

Activity: Provide developmental education courses that enable underprepared students to meet rigorous academic standards.

Activity: Provide targeted academic support to first-generation university students.

Activity: Evaluate and implement the most successful retention approaches, such as first-year experience courses, learning communities, student-engagement programs, undergraduate research and community-based learning.

Objective 2: Increase access to post-secondary education in all parts of the state.

Activity: Employ distance delivery, articulation with two-year programs, and other approaches to accommodate place-based students.

Activity: Continue to adjust class schedules to accommodate diverse schedules of non-traditional students.

Objective 3: Integrate education, training, research, and hands-on opportunities for students.

Activity: Expand partnership with industry and communities in order to maximize the use of public facilities for student training.

Activity: Increase student opportunities for community-based, engaged learning, including internships and service learning.

Objective 4: Embrace the cultural diversity of Alaskans and promote cross-cultural understanding.

Activity: Recruit, retain, and graduate a diverse student body that reflects the population of Alaska.

Activity: Recruit and support professional development of Alaska Native and other minorities as faculty and staff.

Activity: Include a wide variety of cultures in the curriculum and co-curricular activities.

- 128 Activity: Incorporate the knowledge and wisdom of Alaska Native elders in  
 129 curricular and co-curricular activities.  
 130 Activity: Maintain and expand opportunities for students to gain international  
 131 knowledge and experience.  
 132  
 133

134 **GOAL 2: Advance research, scholarship, and creative activity.**

135  
 136 One of the core missions of any university is the production and dissemination of  
 137 knowledge gained from research, scholarship and creative activity. Basic research  
 138 increases our fundamental understanding of the world around us and provides the  
 139 basis for applied research that addresses issues of current concern. UA will continue  
 140 to support faculty, staff and students engaged in a broad range of these efforts.  
 141

142 For the next five years, in addition to enhancing research and scholarship  
 143 capacity, UA will respond to emerging opportunities and needs in the circumpolar  
 144 North, the Pacific Rim and Alaska. UA will work with communities and businesses  
 145 across Alaska. The following objectives address the goal of advancing research,  
 146 scholarship and creative activity.  
 147

148 Objective 1: Support faculty scholarship, research, and creative activity.

149 Activity: Provide sufficient time and opportunities for faculty to engage in  
 150 research, scholarship, or creative activity appropriate to their position and the  
 151 mission of their institution.

152 Activity: Offer adequate resources for faculty professional development focused  
 153 on meeting current standards and practices.

154 Activity: Improve the infrastructure for research, including personnel, facilities,  
 155 and equipment.

156 Activity: Increase success in securing research grants and contracts.  
 157

158 Objective 2: Engage students in scholarship, research and creative activity.

159 Activity: Introduce undergraduate students to research, scholarship and creativity  
 160 through hands-on experiences.

161 Activity: Encourage students to progress from undergraduate experience to more  
 162 advanced levels of scholarship, research, and creative activities, including  
 163 graduate education and professional activities

164 Activity: Train graduate students for professional success through collaborating  
 165 with them in world-class research experience.  
 166

167 Objective 3: Focus organized research on areas in which special opportunities exist in  
 168 Alaska, the circumpolar North, and the Pacific Rim.

169 Activity: Lead research on Alaska-specific topics, such as natural hazards,  
 170 climate change, rural health issues, and Alaska Native language and culture.

171 Activity: Foster research partnerships with international agencies and universities  
 172 in other countries, especially northern and Pacific Rim nations.  
 173

174 Objective 4: Conduct research on state needs and priorities.

175 Activity: Perform research on topics that support Alaska industries, such as  
 176 fisheries, natural resources, and energy.

177 Activity: Engage in research, scholarship and creativity on topics that enrich  
178 Alaska society, such as arts, culture and language.

179 Activity: Study the causes and propose solutions for education challenges in  
180 Alaska.

181

182 Objective 5: Contribute to the preservation and perpetuation of Alaska Native  
183 cultures, languages, and values.

184 Activity: Continue and expand efforts to record and preserve Alaska Native  
185 languages.

186 Activity: Improve the understanding of cultures and local knowledge of Alaska  
187 Native peoples.

188

189 Objective 6: Engage communities and partner with businesses and industries to  
190 achieve a socially, environmentally, and economically sustainable State.

191 Activity: Conduct applied research to meet the specific needs of businesses,  
192 industry, Native corporations, communities, and other entities.

193 Activity: Partner with businesses and industry to develop marketable products  
194 and services.

195

196

197 **Goal 3: Engage Alaskans via lifelong learning, outreach, and community**  
198 **development.**

199

200 The University of Alaska serves Alaskan communities by fostering a culture of  
201 learning and promoting community development. This includes formal and informal  
202 education for people of all ages. The geographic scale of the state makes place-based  
203 education particularly important.

204

205 For PK-12 students, UA can partner with local school systems to help open  
206 doors and show career pathways. More broadly, UA will help cultivate an  
207 environment of learning within communities by offering opportunities for continuing  
208 education and lifelong learning. Alumni can assist in this effort as ambassadors who  
209 connect their communities with the University of Alaska. The following objectives  
210 describe how UA will engage Alaskans in lifelong learning, outreach and community  
211 development over the next five years.

212

213 Objective 1: Encourage partnerships and pre-college opportunities that connect youth  
214 with career pathways supported by UA programs.

215 Activity: Provide academic support and enrichment for students from PK-12  
216 schools where few parents have college degrees.

217 Activity: Inform PK-12 students, parents, and teachers about the academic  
218 preparation needed to succeed in college and in career pathways.

219 Activity: Work with the PK-12 education system in Alaska to increase the  
220 proportion of high school graduates who attend college and are prepared for  
221 college-level work without developmental coursework.

222 Activity: Reach out to middle and high schools to provide students and parents  
223 with information on the advantages of post-secondary education, academic  
224 preparation for college, financial aid options, and UA programs.

225

- 226 Objective 2: Cultivate an environment of learning for place-based students around  
 227 Alaska.  
 228 Activity: Examine local and regional needs for university courses and programs  
 229 and base additions and expansions of programs on demonstrated needs.  
 230 Activity: Increase community involvement through internships and service.  
 231 Activity: Expand partnerships with industry and communities to maximize the  
 232 use of public facilities for training of place-based students.  
 233  
 234 Objective 3: Meet the demand for continuing education and lifelong learning,  
 235 including both credit and non-credit courses and other educational activities.  
 236 Activity: Provide courses scheduled to meet the needs of community learners.  
 237 Activity: Support faculty development of teaching technologies, including those  
 238 for distance delivery.  
 239 Activity: Provide research-based information to communities, through formal  
 240 extension programs and outreach.  
 241 Activity: Recruit, advise, and serve non-traditional students with attention to their  
 242 differences from recent high school graduates.  
 243  
 244 Objective 4: Engage alumni as university ambassadors to increase connections with  
 245 Alaska communities.  
 246  
 247

248 **Goal 4: Develop and enhance programs to respond to state needs.**

249  
 250 A state university should be responsive to current and emerging state needs, in  
 251 addition to its traditional roles. UA has recognized current needs in Alaska Native  
 252 topics, teacher preparation, technical training, engineering, biomedical research, and  
 253 healthcare professions. By 2015, UA will develop or enhance programs in these  
 254 areas. For new and enhanced programs, UA should determine appropriate levels of  
 255 faculty, staff, and facilities to provide high quality education to this increased number  
 256 of students.  
 257

258 To deliver these programs, the strengths of each MAU should be leveraged,  
 259 resources should be used efficiently, and unnecessary duplication should be avoided.  
 260 During the next five years, therefore, there will be no duplication of doctoral programs  
 261 within UA. Ph.D. degrees may be awarded only by UAF, with the exception that the  
 262 clinical-community psychology Ph.D. may be awarded jointly by UAF and UAA.  
 263 UAA will be the lead MAU for coordinating health academic programs, in  
 264 consultation with campus leaders and deans and directors from throughout the UA  
 265 system.  
 266

- 267 Objective 1: Continue and develop new programs of study of Alaska Native  
 268 languages, cultures, and communities.  
 269 Activity: Consult with Alaska Native communities, corporations and tribes about  
 270 needs for new programs.  
 271  
 272 Objective 2: Train teachers for the PK-12 educational system across Alaska.  
 273 Activity: Recruit and retain more students in education.  
 274 Activity: Enhance educator-preparation programs in special education and in  
 275 math and science teaching.

- 276 Activity: Increase access to teacher-preparation programs through multiple  
277 delivery methods.
- 278 Activity: Proceed with UAA's development of a professional doctorate in  
279 education leadership, with application for approval of this program by the  
280 Board of Regents and NWCCU.
- 281
- 282 Objective 3: Meet the demands for technical and workforce training in Alaska.
- 283 Activity: Anticipate workforce training needs in alignment with the Alaska Career  
284 and Technical Education Plan.
- 285 Activity: Recruit more students to high demand job area programs.
- 286 Activity: Increase the number of graduates with occupational endorsements,  
287 certificates, and academic degrees.
- 288 Activity: Partner with state and federal agencies, employers, the Alaska  
289 Workforce Investment Board, and other entities to develop training programs.
- 290 Activity: Maximize the ability of students to transfer credit in workforce  
291 programs, including programs of study that transition students from secondary  
292 education to the UA campuses.
- 293
- 294 Objective 4: Train engineers in Alaska to build the infrastructure and development of  
295 the state.
- 296 Activity: Produce 200 undergraduate engineers annually by 2014.
- 297 Activities: Determine appropriate levels of faculty, staff, and facilities to provide  
298 high quality education to this increased number of students.
- 299
- 300 Objective 5: Develop biomedical research programs, building on the programs that  
301 are currently in place.
- 302 Activity: Propose new, enhanced and/or collaborative programs in biomedical  
303 research.
- 304 Activity: Recommend which MAU should lead and house each program.
- 305
- 306 Objective 6: Increase the number of healthcare professionals trained by UA.
- 307 Activities: Update the health academic plan or progress report annually, with  
308 reference to state needs.
- 309 Activities: Proceed with the development of a UAA professional doctorate  
310 program in nursing, with application for approval of this program by the  
311 Board of Regents and NWCCU.
- 312 Activities: Proceed with securing NWCCU approval of a joint UAF/UAA Ph.D.  
313 program in clinical-community psychology.
- 314
- 315

316 **Goal 5: Increase consultation, collaboration, and coordination across UA.**

317

318 The missions of the MAUs provide the foundation for policies to guide growth of the  
319 university system. The UA system is comprised of three separately accredited  
320 universities and a certain amount of duplication is required and appropriate to serve  
321 distinct student groups and unique learning communities. UAA, UAF and UAS  
322 should strive to work together so that limited resources are allocated and programs  
323 operated equitably, efficiently, and in a justifiable manner. With that in mind, the  
324 MAUs will consult, collaborate and cooperate to meet UA's missions without  
325 unnecessary duplication.

326  
 327 A range of efforts may be employed to meet this goal. One level of effort is  
 328 to clarify course-credit transfer among MAUs, and how they apply to program degree  
 329 requirements. Another level of effort is to facilitate inter-MAU collaboration on  
 330 specific programs. For the next five years, UA will focus on the following objectives.  
 331

332 Objective 1: Assist students with understanding the transfer of course credit between  
 333 MAUs.

334 Activity: Provide additional clear and readily accessible information on which  
 335 courses from one MAU satisfy degree requirements at another MAU.

336 Activity: Improve advising to promote student success in meeting degree  
 337 requirements via transfer credits.  
 338

339 Objective 2: Reduce institutional barriers to collaboration among MAUs and  
 340 campuses.

341 Activity: Create tangible incentives and opportunities for collaboration.

342 Activity: Equitably share credit for educational programs, research, and outreach  
 343 or service activities.

344 Activity: Provide unified access to academic resources -- such as library materials  
 345 and software -- across MAUs.  
 346

347 Objective 3: Commit to ongoing collaboration and transparent discussions on areas of  
 348 potential collaborative academic programs.

349 Activity: Coordinate programs that utilize distance education at UA.

350 Activity: Encourage collaboration between workforce programs within the UA  
 351 system or between UA and state-supported regional training centers.

352 Activity: Examine coordination of distance-delivered MBA program(s).

353 Activity: Collaborate on biomedical and health research at UA, with focus on  
 354 the following:

- 355 ○ Increased UA success in securing research grants and contracts.
- 356 ○ Effective and efficient use of capital and operating resources.
- 357 ○ Partnerships with business, industry, or nonprofit groups.
- 358 ○ State needs.
- 359 ○ Capacity and mission of each MAU.

360

361

362

### Additional Resources

363

364

Mission statements:

365

University of Alaska (UA)

366

<http://www.alaska.edu/bor/>

367

University of Alaska Anchorage (UAA)

368

<http://www.uaa.alaska.edu/chancellor/uaa-mission-statement.cfm>

369

University of Alaska Fairbanks (UAF)

370

<http://www.uaf.edu/uaf/about/mission/>

371

University of Alaska Southeast (UAS)

372

[http://www.uas.alaska.edu/UAS\\_StrategicPlan/core-values.html](http://www.uas.alaska.edu/UAS_StrategicPlan/core-values.html)

373

374            *Statewide Academic Council Operating Plan (SACOP)*, formerly the  
375            University of Alaska Academic Master Plan, Version Number 28, September  
376            3, 2010.  
377  
378            University of Alaska Board of Regents, *Policies & Regulations, Chapter 10 -*  
379            *Academic Policy and Regulation*. [http://www.alaska.edu/bor/policy-](http://www.alaska.edu/bor/policy-regulations/)  
380            [regulations/](http://www.alaska.edu/bor/policy-regulations/)  
381  
382            The McDowell Group. *The Economic Impact of the University of Alaska,*  
383            *2007 Update*. [http://www.alaska.edu/opa/downloads/McDowell-2008-](http://www.alaska.edu/opa/downloads/McDowell-2008-EconomicImpact.pdf)  
384            [EconomicImpact.pdf](http://www.alaska.edu/opa/downloads/McDowell-2008-EconomicImpact.pdf)  
385  
386            Goldsmith, Scott. 2007. *University of Alaska Research: An Economic*  
387            *Enterprise*. Institute of Social and Economic Research, University of Alaska  
388            Anchorage. [http://www.iser.uaa.alaska.edu/Publications/ua\\_econent.pdf](http://www.iser.uaa.alaska.edu/Publications/ua_econent.pdf)

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