

# UNIVERSITY *of* ALASKA

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## Staff Alliance

### Draft Minutes

Tuesday, September 23, 2008  
12:00pm-3:00pm - video conference  
Fairbanks site: 109 A/B Butrovich Building  
Anchorage site: ADM 201  
Juneau site: Chancellors Conference Room  
Bridge # 1-800-893-8850, pin # 4236369

1. Call to Order and Roll Call

Heather Swanson, Chair, Staff Alliance and President, UAS Staff Council  
Juella Sparks, Vice Chair, Staff Alliance and President, UAF Staff Council  
Megan Carlson, President, UAA Classified Council  
Paloma Harbour, Vice President, Statewide Administration Assembly  
Bobbi McCoy, Vice President, UAS Staff Council  
Julia Martinez, President, UAA APT Council  
Martin Klein, President-Elect, UAF Staff Council  
Jason Davis, President, Statewide Administration Assembly

Others Present:  
Jodi Shaver  
Pat Ivey  
Jeannine Senechal  
Beth Behner

2. Adopt Agenda

MOTION: Moved by Megan Carlson, seconded by Paloma Harbour, passed without objection as amended.

“The Staff Alliance moves to approve the agenda as amended for the September 23, 2008 meeting. This action is effective September 23, 2008.”

3. Approve August 7-8, 2008 and September 9, 2008 minutes

<http://gov.alaska.edu/Staff/minutes/2008/08-0708.pdf>  
<http://gov.alaska.edu/Staff/minutes/2008/09-09.pdf>

MOTION: Moved by Paloma Harbour, seconded by Jason Davis, passed without objection as amended.

“The Staff Alliance moves to approve the minutes as amended for the August 7-8, 2008 meeting. This action is effective September 23, 2008.”

MOTION: Moved by Megan Carlson, seconded by Julia Martinez, passed without objection as amended.

“The Staff Alliance moves to approve the minutes as amended for the September 9, 2008 meeting. This action is effective September 23, 2008.”

4. External committee reports

4.1 External Review Committee – *Megan Carlson*

~~The report~~ ~~will~~ ~~Will~~ be removed for next month’s meeting.

4.2 Human Resources Council – *Juella Sparks*

Item was not discussed.

4.3 HR Redesign project - *Juella Sparks*

Juella stated ~~that at their last meeting they reorganized the group into smaller the HR redesign group has not met. Juella stated that the HR users group reorganized into smaller~~ groups and by doing this it made the guest speakers more approachable and they received more questions because of it.

4.4 Business Council - *Bobbi McCoy*

Beth stated that at the last meeting the members reviewed the roles and responsibilities of all the councils that report to the council. She also stated that Joe Trubacz will now operate the Business Council since Jim Johnsen has left the University.

4.5 Student Services Council – *Paloma Harbour*

Paloma stated that she has not heard from Dan Julius as of yet.

4.6 IT Council – *Jason Davis*

Jason stated that the council last met on September 24<sup>th</sup> and Michelle Rizk gave a budget overview of which was also given to the Regents at their meeting last week.

He also stated that Karl Kawalski gave an overview to the committee regarding the possibility of switching to Google for email. He did state that if the University switched to Google it would save approximately \$90,000 dollars a year.

He stated that they received an overwhelming response to the questionnaire that was sent out and the hottest topic was whether employees’ domain address would remain the same. Julia asked about lifetime emails for ~~a~~ Alumni, Jason indicated that it had been brought up, but the question had not been answered. Juella indicated that advertising ~~on Google email~~ was a big concern for staff and faculty.

4.7 Educational Leave Committee – *Juella Sparks*

There has been no action since the last Alliance meeting. Beth Behner stated that this policy has not gone anywhere and likely will not because of budget concerns at statewide.

4.8 Joint Health Care Committee – *Heather Swanson*

Heather spoke of a survey that the group would like to release that will have different ideas of wellness to help get employees excited. All staff and faculty will receive the electronic version and some paper forms will be mailed for response as well.

The committee is planning a trip for November 11<sup>th</sup> and 12<sup>th</sup> to Seattle to meet with Premera Blue Shield Blue Cross and the King County wellness representatives to learn from what they've accomplished with their program.

~~4.8.4.9~~ The Wellness Program

Item was not discussed.

~~4.9-4.10~~ Staff Health Care Committee – *Megan Carlson*

Megan and Heather will schedule the next meeting to be a week before the next Joint Health Care Committee meeting and will let the group decide who will be the next lead at that meeting.

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~~4.11~~ Retirement Committee

~~This i~~Item was not discussed. Lisa Sporleder is our contact - Heather will contact her to make sure that is aware of the Staff Alliance meetings and to get a report from her.

5. Staff Alliance Lead Goals - Committee Reports

5.1 Child and Family Friendly Policies – *Heather Swanson, Juella Sparks*

No update given.

5.2 Integrated Advocacy – *Paloma Harbour, Megan Carlson*

Paloma stated that she has not arranged the first meeting as of yet because she'd like to evaluate who the members will be by using her list from last year.

5.3 Retiree Benefits–*Juella Sparks, Bobbi McCoy, Megan Carlson*

Juella stated that she will speak with Megan and Bobbi in regards to the topic offline.

6. Staff Alliance Supportive/Partnership Goals

6.1 Employee Relations

6.1.1- Staff Salary Compensation

Jeannine spoke of the last Compensation Committee meeting. She stated that the Consumer Price Index for Alaska is 4.6 % and that is based on the first half of FY08 and the third quarter won't be released for another month. The rate is considerably higher than last year. She also stated that she found that State employees receive 3% across the board for similar positions. Jeannine also stated that the average faculty adjustment for FY 09 is 3.5% and for FY 10 it will be 2.6 %. For Crafts & Trades FY10 and FY11 will be 2.1%.

Jeannine also stated the FY10 budget presented to the Board of Regents at last weeks' meeting included 4.5% for the staff grid. ~~Based on the above data, the task force did not recommend a higher amount. The October Board meeting is the finalization meeting for the budget. The final university budget will be approved at the October 31 Board of Regents meeting.~~

The committee wanted to see if step movement could be cost neutral and HR looked into the savings of when they lose employees and gaining new employees at lower steps and they found that there really are no savings. HR is open to ideas that the committee will come up with, but it's not their responsibility to find the funding; that will be up to the administration.

~~6.2.6.1.2~~ Educational Leave and Release Time

<http://gov.alaska.edu/SAA/EdBenDraft.pdf>  
<http://gov.alaska.edu/SAA/EdBenDraftTC.pdf>  
<http://gov.alaska.edu/SAA/EdBenFormDraft.pdf>

Beth stated that there is no update to give as of now but she did state that with the current budget situation at Statewide that it's unlikely it will be funded.

~~6.3~~ ~~6.1.3~~ Tuition Waiver Regulation Changes

~~<http://gov.alaska.edu/staff/2008-08-13.edbenefit-final.pdf>~~  
~~<http://gov.alaska.edu/staff/2008-08-29.draftCPM.pdf>~~  
~~<http://gov.alaska.edu/staff/2008-08-29.tuition-noncreditwaiverform.pdf>~~  
~~<http://gov.alaska.edu/staff/2008-08-29.UA-approvedList.pdf>~~

Beth stated that she spoke with Carol Griffith in regards to Juneau not having any classes on the course list and they are hoping that they will shortly. Juella stated that she spoke with Deshana York with Corporate Programs and she doesn't understand why Tanana Valley Campus is not offering CPM programs and why they're not on the list. Beth stated that she spoke with Michelle Renfrow in regards to the TVC CPM courses and she stated that TVC is veering from CPM courses and going towards more general classes that will meet a wider base of students.

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Beth also stated that John Duhamel who was in charge of the HR Redesign has been placed by Chancellor Rogers as the Director of Human Resource Services on a temporary basis. If a new Director is hired his contract will expire sooner than what it would have.

Beth also stated that President Hamilton stated at the Board of Regents meeting that Pat Pitney and Jim Johnsen's positions will not be filled as a way to save money.

Beth also stated that the process of hiring an employee will become more scrutinized soon. Instead of a manager just receiving budget approval there will be an oversight group that will help decipher if the work can be shifted to another employee or department before they will enable the recruitment.

President Hamilton also suggested a two month freeze before a recruitment will begin.

| ~~6.1.4~~ ~~6.1.4~~ Health Care Update

|  Item was not discussed.

| ~~6.1.5~~ ~~6.1.5~~ E-learning Update

Anne stated that UAF has the highest usage with 1200 people logging in and using the program, with UAA following behind and then UAS following.

She also stated that UAA Faculty has stated that they do not support the SkillSoft program because they believe that the programs that they already have in place are sufficient and already meet their needs.

| ~~6.1.6~~ ~~6.1.6~~ -Supervisory Training

|  No update was given.

| ~~6.1.7~~ ~~6.1.7~~ Other Employee Relations Issues

| Beth stated that she provided a People Admin performance administration software demonstration to a group and she received mixed reviews on the program. She will hold another demonstration and try and receive more comments before enacting it.

She told the Board of Regents at their meeting that they are continuing to research a new ORP tier. They are trying to develop a feature for that new ORP and it would consist of adding a retiree health care plan. They are discussing whether they can fold current tiers into the new one or will it just be available for new employees. ORP is a one-time irrevocable choice that was initiated in 2006.

| ~~6.2~~ ~~Student Success~~ ~~6.2~~ Student Success

6.2.1 Statewide Goal Attainment Steering Committee- *Megan Carlson*

Item was not discussed.

6.2.2 MAU Efforts

Item was not discussed.

6.2.3 Guidelines for Staff Make Students Count Award- *Heather Swanson*

Item was not discussed.

7. Staff Alliance Budget Update- *Pat Ivey*

Item was not discussed.

8. 2008-2009 Outlook- *President Hamilton*

President Hamilton gave an overview of what the budget request will be and what will be on it. He expressed his desire for more research orientated projects at the University and is hoping that the legislature will fund the programs. He is definitely focusing on work related fields and the education that is needed from the University like he has in the past.

He expressed his desire to supplement for child care for employees but is unsure of how to fund such a possibly large number. He would like the group to discuss some ideas of what benefits some employees might want to swap to receive the supplement if any.

9. Staff Governance Reports - SW, UAS, UAA, UAF

<http://gov.alaska.edu/Staff/CCAssemblyReportsforAlliance9-08.pdf>  
<http://gov.alaska.edu/Staff/UAESAReportSept.pdf>

No update for UAS and UAA's is attached separately.

10. Items for October agenda

Draft privacy policy, definition of governance, FY 10 budget, RIAA

11. Comments

11.1 Definition of Governance

-Item was not discussed.

12. Adjourn

Meeting was adjourned at 3:14 pm

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