

U N I V E R S I T Y *of* A L A S K A

Staff Alliance

Draft Minutes

Tuesday, November 10, 2009 via audio conference

10:00am – 12:00 noon

Fairbanks site: Butrovich Building, Room 208A1

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

1. Call to Order and Roll Call

Present:

Maria Russell, Chair of the Staff Alliance and President-elect, UAF Staff Council

Russell Pressley, Vice Chair of the Staff Alliance and President, UAA APT Council

Megan Carlson, President, UAA Classified Council

Martin Klein, President, UAF Staff Council

Cynthia Rogers, President, UAS Staff Council

Gwenna Richardson, Vice President, UAS Staff Council

Dana Platta, Vice President, Statewide Administration Assembly

Pat Ivey, Executive Officer, System Governance

2. Adopt Agenda as amended passed

MOTION: passed

“The Staff Alliance moves to adopt the agenda for the November 10, 2009 meeting as amended. This action is effective November 10, 2009

3. Approve Minutes - TABLED TO NEXT MEETING

4. Report of the Staff Alliance Chair

4.1 October 30 Board of Regents Meeting

<http://gov.alaska.edu/staff/2009-10-30.mtrussell-testimony.pdf>

Maria Russell testified at the October 30 Board of Regents meeting, as did Lisa Sporleder, 2nd JHCC alternate and former Alliance chair.

4.2 November 30-December 1, Board of Regents Meeting

Chair Russell will be in Anchorage to testify at the Board of Regents meeting and called for feedback from members on issues to address. The Board also has scheduled to meet November 20 at 1pm to approve the budget, provided meetings with the governor have taken place.

4.3 Presidential Search

<http://gov.alaska.edu/staff/2009-80-31.presearchfirmemail.pdf>
<http://www.alaska.edu/bor/pres-search/>

The national search for the new UA president was launched this morning.

5. Compensation

Testimony

<http://gov.alaska.edu/staff/2009-11-09.sparks-compadvocacy.pdf>
<http://gov.alaska.edu/staff/2009-10-30.sporleder-testimony.pdf>

HR information

<http://www.alaska.edu/classification/compensation-information>
<http://www.alaska.edu/classification/compensation-information/Salary-Increase-History-Staff.pdf>

If the legislature does approve the three percent salary increase, how does the university address step? Beth Behner was seen as willing to reopen and reinvestigate the issue. State agencies use a different mechanism, i.e., salary savings which the university no longer uses. It was suggested that the discussion be broadened to include areas where we do have savings in comparison with the state such as the lower UA contribution to the UA employee supplemental contribution of a flat \$42,000 versus the state contribution of 70 – 80 percent etc.

Note Juella's written testimony about receiving a decrease in July because of no step and higher health care costs. Note also Lisa Sporleder's testimony. Continue to broaden definition of compensation. Keep a positive relationship with administration but we have to represent staff and their interests.

6. Report on JHCC Meetings

<http://gov.alaska.edu/staff/2009-11-09.chain-nonchain-meduse.pdf>
<http://gov.alaska.edu/staff/2009-11-05.fallriver-holistic-costcontainment.pdf>

Gwenna reported on the report from Fall Rivers but no decisions were made. She had what the staff health care committee submitted. Next Friday, November 20 there is a four hour JHCC meeting to go over the long term strategies for health care that Fall River designed, but nothing has been decided. See the 116-page document on line. The relationship between the doctor and the pharmacy is unclear. Post also Fall River documents and staff health care committee recommendations; Gwenna got a four page strategy outline but JHCC didn't get through the first two pages. The main goal is to minimize the health care benefits

cost increases for staff and faculty next year. Including long term strategies and long term strategy goals. The Staff Alliance Health Care Committee will meet after the 20th. JHCC will probably meet twice in December.

Membership: Upon the resignation of Heather Swanson as voting member, first alternate Gwenna Richardson became the voting member on JHCC. Lisa Sporleder continues as first alternate. The second alternate position will be voted upon in January.

Maria sent out a document containing the JHCC membership criteria as follows:

MOTION: passed

“The Staff Alliance moves to adopt the membership criteria for Staff Alliance representation on the Joint Health Care Committee as shown below. This action is effective November 10, 2009.”

Joint Health Care Committee Membership Defined

Staff Alliance will have one voting member and two alternate positions on the Joint Health Care Committee (JHCC), as defined herein.

Membership will be decided by the Staff Alliance and preference for membership will be given to Staff Alliance Members. The voting member should be a member of Staff Alliance. Staff governance members outside of Staff Alliance may submit formal written requests if they desire membership on this committee. Any seats not filled by Staff Alliance members will be opened up to all MAUs governance units for recruitment.

JHCC members are required to remain a part of a governance group. In cases where the member is no longer a part of governance, Staff Alliance will have up to three months to find a replacement. The voting member should always be a part of governance, in the case the voting member is no longer a part of governance, the first alternate will take on the role of voting member.

The terms for the voting member and the first alternate will run for two years while the second alternate's term will be for one year. The terms will run from August through July.

Requirements

- *Show intention of remaining in governance throughout the full term.*
- *Be able to travel as needed, if unable to make a particular trip member must inform alternates and Staff Alliance.*
- *The voting member must submit a written report before the Staff Alliance Meeting (Or should it be within five business days???)*

Travel

This membership may require travel. The voting member usually travels to Anchorage and Seattle at least once a year. The travel funds are provided by Statewide HR. Staff Alliance will update the membership list with SWHR as needed. Staff Alliance recommends to SWHR that the voting member gets priority travel, then the first alternate.

7. External Administration Committee/Council Reports

7.1 Human Resources Council (HRC)

Liaison: Martin Klein, Alternates: Gwenna Richardson and Maria Russell

Martin Klein missed the meeting thanks to Google Calendar. The Human Resources Council met on October 29. Gwenna Richardson listened in but did not receive the agenda and minutes from the previous meeting, making the meeting difficult to follow. Both the liaison and the alternates should be receiving the agenda

New FMLA forms and will be a two step process; changes to leave share and updates to the definitions, very minor. Main FMLA change relates to cesarian sections. Human resources will also start tracking FML in Banner.

Mike Humphreys gave an update on JHCC. Still discussing pharmacy because Caramark can change plan to what UA wants. Other items include

- Increasing the individual health planning sessions,
- Keeping the monetary incentive for IHP
- Discussing changing the time period for when the benefits kick in. Right now, benefits start on first day of employment. Looking at a 30 day wait until benefits kick in. Do we have cost savings?
- Talking about increasing student employee wages coalition proposal of \$1. If we do the \$1 the campuses have to eat the difference.
- Posting the new staff salary schedule on the HR web site. The main difference is change dollars to percentages. When employee switches from one MAU to another (if they were fired for cause from the first) a red flag will be placed in banner so hiring supervisor will know this.
- Still talking about grant reporting and automated time sheets; working with ITEC on it.

7.2 Business Council

Liaison: Cynthia Rogers, Alternates: Martin Klein and Dana Platta

<http://gov.alaska.edu/staff/2009-10-06.buscouncilag.pdf>

Business Council date of next meeting will be determined shortly.

7.3 Student Services Council

Liaison: Kim Eames, Alternate: Russell Pressley

There is no evidence the SSC has met since the last Alliance meeting but Pat Ivey will check.

7.4 Information Technology Executive Council (ITEC)

Liaison: Dana Platta, Alternate: Gwenna Richardson

Attachment 7.4

<http://www.alaska.edu/pmo/itec/agenda-and-meeting-notes/>
<http://gov.alaska.edu/staff/2009-10-13.ITECAgenda.pdf>

Platta will send out latest minutes. The renewal of bandwidth services will be \$5 million. ITEC is working on identifying how electronic time sheets and grant reporting will be implemented and new regulations about being able to retain credit card information. UAA moved to Microsoft Exchange and UAF and SW moved to Google Mail. Next meeting will be on November 17 from 8-noon to prioritize all years projects and proposals for new projects. UA received a gift from ACS for a backup center \$4-6 million. Notes should be posted to the ITEC web shortly.

- 7.5 Joint Health Care Committee and Wellness Program See Attachment 6.
Liaison: Gwenna Richardson
Alternate: Lisa Sporleder

See Item 6 above.

- 7.6 Staff Health Care Committee - *Megan Carlson, Chair*
<http://gov.alaska.edu/Staff/Agendas/2009/09-21SAHCC.pdf>

SHCC recommendations were forwarded but the concerns SHCC raised weren't really being heard.

- 7.7 Performance Evaluation Committee of the HRC
Liaison: Martin Klein, Alternates: Gwenna Richardson and Maria Russell

Committee is getting ready to meet again.; slogging through definitions; getting pressure to speed things up. Again, the alternates are not receiving notice, agendas or anything else. Send a memo that alternates should also be included on the distribution list.

- 7.8 Retirement Committee
Liaison: Russell Pressley, Alternate: Dana Platta

This committee has not met.

8. Staff Alliance Goals – Reports

- 8.1 Staff Compensation
Lead: Gwenna Richardson
Assisting: Maria Russell, Kim Eames and Megan Carlson, Dana Thomas
- 8.2 Community Engagement
Lead: Russell Pressley
Assisting: Cynthia Rogers and Martin Klein

Russell Pressley requested that local staff councils send him reports on what they have been doing.

- 8.3 Integrated Advocacy
Lead: Megan Carlson
Assisting: Martin Klein and Kim Eames, Dana Thomas

Integrated Advocacy Committee has been on hold pending approval of the FY11 UA operating and capital budget

- 8.4 Child and Family Friendly Policies
Lead: Kim Eames
Assisting: Gwenna Richardson

There was nothing to report.

- 8.5 Staff Emeritus
Lead: Martin Klein
Assisting: Maria Russell

Martin Klein spent some time searching staff emeritus policies at other universities, as did Maria Russell and will forward her results to Klein.

9. Staff Governance Reports

- 9.1 UAS: *Cynthia Rogers and Gwenna Richardson*
<http://www.uas.alaska.edu/staffcouncil/>

The UAS Staff Council is working on a staff training calendar and has held two staff trainings so far; working with Heather Swanson on wellness breaks. The Council is also organizing a food drive and hats, mittens, gloves, PB&J drive, organizing snack wars where different departments compete for best healthy snacks. The next Council meeting is November 20 in Ketchikan.

- 9.2 UAA Classified Council, APT Council: *Megan Carlson and Russell Pressley*
<http://www.uaa.alaska.edu/governance/apt/index.cfm>
<http://www.uaa.alaska.edu/governance/classified/index.cfm>

The UAA Classified Employee Council met jointly with APT Council and talked about merging, commonalities and working together to get members to testify at the Board of Regents meeting November 30-December 1. Other actions include

- Working on advocacy and meeting with legislature next year.
- Doing a day of service. The UAA chancellor supports this and has selected a day of service at Food Bank of Alaska on March 24.

- 9.3 UAF Staff Council: *Martin Klein and Maria Russell*
<http://www.uaf.edu/uafgov/staff/Handbook/SC%20Fall%2009.pdf>
<http://www.uaf.edu/uafgov/staffcouncil.html>

UAF Staff Council meets November 18 and is conducting elections for even numbered units. Elections will be held on line this year. The UAF chancellor open forum is today at 1:30pm.

- 9.4 Statewide Administration Assembly: *Kim Eames and Dana Platta*
<http://www.alaska.edu/governance/statewide-administrative-/>

SAA is meeting tomorrow. The hot topic from last meeting is the shift to Google with limited warning and training; lots of comments and questions; inviting Steve Smith to the meeting. SAA has 10-11 pages of comments, which will be presented to him. Talked a bit about compensation; working on the holiday stuff, food drive, potlucks, and signed up for sponsoring two families for Christmas.

10. Other Items of Concern

UAS employees have been contacted by ASEA about organizing at UAS. At last UAF Staff Council meeting a representative from APEA attended. In Anchorage, unions are looking at dividing the staff into two groups represented by two different unions. Claimed they were not officially affiliated with anyone just searching to see where the interest lies; a third party group has been hired by one of the two unions to survey interest.

11. Closing Comments

New FML regulations state that the university would terminate the employee after 18 weeks even if they have more accrued sick leave. In the supervisory training, that was clearly mentioned. This item was placed on the agenda for the next meeting. Beth Behner will be asked to speak to the issue.

12. Adjourn

The meeting was adjourned at 11:55pm.