



UNIVERSITY
of ALASKA
Many Traditions One Alaska

Retreat Agenda

Staff Alliance

Thursday, July 21, 2016

9 a.m. – 4 p.m.

University House

Audio call-in: 1-866-832-7806, PIN 1266511

(Please mute unless speaking.)

Breakfast will be served starting at 8:30 a.m.

1. Call to Order and Roll Call

Voting Members:

Nate Bauer, Vice President, UAF Staff Council 2016-2017

Faye Gallant, President, UAF Staff Council 2016-2017

Kolene James, President, UAS Staff Council 2016-17

Eric Johnson, President, SAA 2016-2017

Kathleen McCoy, Co-President, UAA Staff Council 2016-17

Gwenna Richardson, Vice President, UAS Staff Council 2016-17

Chrystal Warmoth, Vice President, SAA 2016-2017

Liz Winfree, Co-President, UAA Staff Council 2016-2017

Staff:

Morgan Dufseth, Executive Officer, System Governance

Guests:

James R. Johnsen, President

Keli Hite McGee, Chief Human Resource Officer

Erika Van Flein, Director of Benefits

Daniel M. White, Vice President for Academic Affairs and Research

Meeting Materials:

Strategic Pathways Presentation

Single Accreditation Report *(if/when available)*

Staff Alliance Constitution and Bylaws

Regents' Policy and University Regulation 03.01

Governance Basics Presentation

2. Adopt Agenda
3. President Johnsen 9:15 a.m. – 10:00 a.m.
4. BREAK 10:00 a.m. – 10:15 a.m.
5. Vice President White 10:15 a.m. – 10:45 a.m.
6. Chief Human Resource Officer Hite McGee 10:45 a.m. – 11:15 a.m.
7. Director Van Flein 11:15 a.m. – 11:45 p.m.
8. LUNCH (and group photo) 11:45 a.m. – 12:45 p.m.
9. Governance Basics – Morgan Dufseth 12:45 p.m. – 1:15 p.m.
10. Chair’s Report – Faye Gallant 1:15 p.m. – 1:35 p.m.
11. Staff Alliance Committee Reports 1:35 p.m. – 1:55 p.m.
 - 11.1. Staff Health Care Committee
 - 11.2. Compensation Committee
 - 11.3. Morale Committee
12. External Committee Reports 1:55 p.m. – 2:15 p.m.
 - 12.1. System Governance Council
 - 12.2. Student Services Council
 - 12.3. Joint Health Care Committee
13. BREAK 2:15 p.m. – 2:30 p.m.
14. Alliance Business Meeting 2:30 p.m. – 4:00 p.m.
 - 14.1. 2016-17 Meeting Schedule
 - 14.2. Winter Retreat/Workshop
 - 14.3. Plaque Presentation
 - 14.4. Chair and Vice Chair Elections
 - 14.5. Committee Appointments
 - 14.6. 2016-17 Goals and Metrics
 - 14.7. Agenda Items for August Meeting
15. Adjourn



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Strategic Pathways

*How do we optimize our statewide system
to achieve our goals for higher education in Alaska?*



Strategic Pathways

How do we optimize our statewide system to achieve our goals?

	Management	Engineering	Teacher Education
Charge	Identify and assess pros and cons of most viable options to achieve goals including a single school, 2 schools, or 3.	Identify and assess pros and cons of most viable options to achieve goals including a single school or 2 schools.	Identify and assess pros and cons of most viable options to achieve goals including a single, school, 2 schools, or 3.
General Goals	<ul style="list-style-type: none"> • Increase enrollment • Reduce administrative cost • Increase private giving potential • Improve student transfer procedures • Clarify roles and responsibilities for who offers what degrees ,on-site courses and e-Learning • If consolidation, clarify faculty tenure • Understand effects of specialized accreditations • Streamlined processes for assessing and granting credit for prior learning • Ensure critical mass of faculty in every program (4 FTE min) • Ensure average minimum faculty:student ratio of 1:20 		
Specific Goals	<ul style="list-style-type: none"> • Increase course availability across campuses • Assess potential coop model 	<ul style="list-style-type: none"> • Implement common courses • Increase cross campus course availability and delivery 	<ul style="list-style-type: none"> • By 2020, 60% new teachers from UA, 90% by 2025. • Develop options for expedited, alternative accreditation • Explore ANSEP model for teachers • Consider tuition waivers and other recruitment ideas



Strategic Pathways

How do we optimize our statewide system to achieve our goals?

	Athletics	IT	Research Admin	Procurement
Charge	Review options for reducing cost, including waiver or change of NCAA 10 team rule and UAF/UAA consortium model.	Review options that result in standardized ERP & other applications across UA, outsourcing, and transition to the cloud.	<ul style="list-style-type: none"> Review options for reducing cost & increasing performance via consolidation at one campus. Ensure cross campus coordination of research strategies and initiatives, especially as they involve state and federal agencies, major NGOs, and corporations operating across the state. 	Review options for reducing cost and increasing purchasing leverage via consolidation at one campus.
Specific Goals	<ul style="list-style-type: none"> By 2020, cut '16 GF by 50%; by 2025, no GF. Increase private support 	<ul style="list-style-type: none"> Reduce operating costs by minimum of 20% Implement continuous process improvement in order to reduce costs on ongoing basis 		



Strategic Pathways

Phase 1 Review Process / Timeline

Who will lead the process?

The UA President and his staff with support from Professional Growth Systems (PGS)

What is the timeline?

- ✓ Design process, solicit team members, and select teams (May)
- ✓ Prepare preliminary data (June)
- Meeting 1 (June 20/21)
 - Review preliminary data
 - Discuss interests, standards, benchmarks
 - Identify additional data needs
 - Update community
- Meeting 2 (July 25/26)
 - Generate options
 - Evaluate options in relation to interests and standards
 - Identify two to three most viable options for presentation
 - Update community
- Teams present to UA President and Summit Team (August 17)
- UA President consults with governance groups (August 22 - September 9 and ongoing)
- UA President will present recommendations to the Board of Regents (September 15-16)
- Board of Regents decisions (September, November)



Strategic Pathways

What's Next?

Strategic Pathways reviews will be conducted in three phases, with Phase 1 beginning this summer. Faculty, staff, students, alumni, and community members will have extensive opportunity to participate in the process and the university community will be informed of progress on a regular basis. Phases 2 and 3 will follow this coming year. Areas noted for Phases 2 and 3 are tentative, still under consideration.

	Phase 1 Summer 2016	Phase 2 Fall 2016	Phase 3 Winter/Spring 2017
Academic Programs	<ul style="list-style-type: none"> • Engineering • Management, Business, Public Administration • Teacher Education 	<ul style="list-style-type: none"> • Community Colleges • Cooperative Extension • Health • Fisheries 	<ul style="list-style-type: none"> • Social Sciences • Arts and Humanities • Physical Sciences • Mining
Administrative Services	<ul style="list-style-type: none"> • Procurement • Athletics • Research Administration • Information Technology 	<ul style="list-style-type: none"> • Human Resources • Institutional Research • University Relations • Student Affairs 	<ul style="list-style-type: none"> • Finance • Risk Management • Land Management • Facilities
Other Studies and Processes	<ul style="list-style-type: none"> • Accreditation • Marketing • Enrollment • Public Awareness Campaign • Capital Campaign • FY 2018 Budget 		



Strategic Pathways

How do we optimize our statewide system to achieve our goals for higher education in Alaska?

OUR MISSION		"The University of Alaska inspires learning, and advances and disseminates knowledge through teaching, research, and public service, emphasizing the North and its diverse peoples." (Regents' Policy 01.01.01)		
OBJECTIVE		Maximize value to Alaska through excellent, accessible, and cost effective higher education funded by diverse and growing revenue sources		
CORE PRINCIPLES		Focus, Access, Diversity, Excellence, Consistency, Fiscal Sustainability		
STRATEGY		Prepare, Restructure, Implement, Refine		
WHO WE ARE		UA ANCHORAGE Comprehensive metropolitan university in Alaska's economic hub	UA FAIRBANKS Research university renowned for leadership in Arctic and the North	UA SOUTHEAST Comprehensive university focused on e-Learning & interdisciplinary studies
CAMPUS LEAD FOR THE STATE**	Research	Social and economic sciences, health	Arctic, physical, and natural science; engineering, applied energy	Interdisciplinary / environmental
	Teaching	<ul style="list-style-type: none"> • Health professions • Social and economic sciences • Business and public policy* • Teacher education* • Engineering* • Logistics • Project Management 	<ul style="list-style-type: none"> • Physical, natural, and related sciences • Arctic / Northern Studies • Management* • Teacher education* • Engineering* • Rural development / tribal mgmt • Doctoral education 	<ul style="list-style-type: none"> • Marine Biology/fisheries (undergraduate) • Management* • Teacher education* • Marine trades • Mine training • Interdisciplinary degrees/ degree completion
	Outreach	<ul style="list-style-type: none"> • Aligned with Research and Teaching Focus 		
COURSES AVAILABLE ACROSS THE UNIVERSITY SYSTEM		<ul style="list-style-type: none"> • Common General Education Requirements • Liberal Arts and Humanities • Distance Education • Career and Technical Education 	<ul style="list-style-type: none"> • Alaska Native Studies • Wide choice of non-major courses • Dual credit with K-12 • Developmental Education 	

* Subject to review, Summer 2016

** To the extent areas of research, teaching, and outreach at campuses other than the "lead" campus may be high quality, cost effective, and core to mission, they may continue to be supported.



Strategic Pathways

Potential Goals and Measures

Goals	Measures
Wider access to higher education for all Alaskans	<ul style="list-style-type: none"> • Increase Alaskans going directly from high school to postsecondary from 47% to 63% (1.3X increase) • Increase participation rates of Pell Grant eligible students
UA research focused on issues of high state need	<ul style="list-style-type: none"> • Continue to rank #1 globally in Arctic research and expand in biomedical and social/economic • Increase engagement with state agencies and communities on Alaskan problems
Alaskans prepared for Alaska's jobs	<ul style="list-style-type: none"> • Increase Alaskans hired into teacher vacancies from 30% to 90% (3X increase) • Increase graduates in STEM fields from 38/1,000 to 59/1,000 (1.5X increase) • Increase graduates in health occupations from 36/1,000 to 45/1,000 (1.25X increase)
A more diversified knowledge economy in Alaska	<ul style="list-style-type: none"> • Increase "New Economy" score from 56 to 64 by focusing on inventor patents, health IT, export business development, and industry investment in UA research and development • Increase corporate use of Alaska higher education income tax credit program
A strong education pipeline, from K-12 to the workforce	<ul style="list-style-type: none"> • Increase from 37% to 65% Alaskans with post-secondary education leading to a degree or certificate (1.75X increase) • Increase the number of K-12 students participating in concurrent enrollment programs at UA
Sustainable revenues	<ul style="list-style-type: none"> • Increase revenues in order to fund investments in areas of strategic importance and opportunity • Diversify revenue sources so we are less reliant on the State



Strategic Pathways

Core Principles

Focus

We will reduce unnecessary redundancy to more cost effectively meet the state's higher education needs by focusing each university on its unique strengths.

Access

We will increase Alaskans' participation in higher education by maximizing use of innovations in e-Learning, supporting high demand programs, and ensuring affordability.

Scope

We will offer a wide diversity of academic degree and certificate programs across the university system, though not all programs will necessarily be available at all locations.

Excellence

We commit to excellence in everything we do, in the classroom, in our labs, and in the communities we serve.

Consistency

We will streamline and increase consistency in business practices, policies, processes, and systems that support expedited student progress through our programs.

Fiscal Sustainability

We seek to be more entrepreneurial in our strategies to grow and diversify our revenues.



Board of Regents

Strategic Priorities

Strategic Investments*	In Year \$M	Ongoing \$M	Campus(es)	Notes
Facilities	\$13.5	\$13.0		
Deferred Maintenance	10.5	10.0	UAA, UAF, UAS	Total of \$46 m in FY17
Engineering Building	3.0	3.0	UAF	Annual debt service and operating cost
Campus Strategic Priorities	\$3.0	\$2.0		
High Priority Academic Programs	3.0	2.0	UAA, UAF, UAS	Mitigate effects of budget reductions
Student Success	\$2.0	\$2.0		
Recruitment and Retention	1.0	1.0	UAA, UAF, UAS	Supplement campus efforts
Degree Completion	1.0	1.0	UAA, UAF, UAS	Marketing, eLearning course dev
Research	\$2.0	\$3.0		
Grow Competitive Capacity	1.0	2.0	UAA, UAF, UAS	(5 president professors & 8 postdocs)
Institute of Social and Economic Reacher (ISER)	0.5	0.5	UAA	Increase capacity on Alaskan issues
Alaska Center for Energy and Power (ACEP)	0.5	0.5	UAF	Increase capacity on Alaskan issues
K-12 Partnership	\$2.0	\$2.0		
Alaska Native Science & Engineering Program (ANSEP)	1.0	1.0	UAA, UAF, UAS	Offset cut to DEED budget
K-12 Outreach: Mentoring	1.0	1.0	UAF	Offset cut to DEED budget
Workforce Development	\$1.5	\$2.0		
Teacher Education (Rural, specialties)	0.75	1.0	UAA, UAF, UAS	Incentives, scholarships
Health Professions (Rural, specialties)	0.75	1.0	UAA, UAF, UAS	Incentives, scholarships
Compliance	\$1.0	\$1.0		
Title IX Staff & Programs	1.0	1.0	UAA, UAF, UAS	Positions and services
Development	\$1.0	\$1.0		
Capital Campaign/Fundraising	1.0	1.0	SW, UAA, UAF, UAS	Support private fundraising
Total Strategic Investment	\$26.0	\$26.0		

*Specific allocation to be determined in consultation with campus leaders. Update will be provided to Board of Regents at September meeting.



Strategic Pathways

Lead University Options / Examples

These and other options are available based on such factors as mission centrality, cost effectiveness, quality, and access. Distance learning can play a role in all options as will the development of a common catalog.

Concept	Similar program at multiple locations, but each program's focus tied to unique campus mission and region	Similar program at multiple locations but only one location offers graduate level degrees in program	Similar courses offered at multiple locations but only one location offers Bachelors or higher level degrees in program	Sole provider model: Degrees are offered at multiple locations but by one Institution
Benefits	Needed to meet demand	Reduces unnecessary duplication	Reduces unnecessary duplication	Consistency in program delivered
Challenges	Coordination Essential	May require place-committed students to take some classes by distance	May require place-committed students to take some classes by distance	Difficult for large programs



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Staff Alliance Constitution

Changes passed by Staff Alliance on December 15, 2015 and approved by President Johnsen on January 11, 2016.

Article 1. Intent

It is the intent of the University of Alaska Board of Regents: 1) that the faculty, staff and students shall share in the governance of the university, 2) that shared governance is an integral part of the business of the university, and 3) that participators in shared governance are empowered by the UA Board of Regents to carry out their governance responsibilities to the best of their abilities without interference or fear of reprisal.

Article 2. Name

The UA Board of Regents hereby establishes a mechanism for non-exempt and exempt staff system governance consisting of the Staff Alliance of the University of Alaska, hereinafter "Staff Alliance."

Article 3. Authority, Purposes and Responsibilities, and Role

A. Authority

The Staff Alliance receives its authority by policy 03.01.01 of the UA Board of Regents which derives its authority from the Constitution and statutes of the State of Alaska. The Staff Alliance shall carry out its function subject to the authority of the UA Board of Regents and the University of Alaska president.

B. Purposes

1. Representation

To provide official representation for the non-exempt and exempt employees, who are not represented by a collective bargaining agent, in matters which affect the general welfare of the university and its educational purposes and effectiveness.

2. Legislation

To function as a legislative body having as a primary authority that of initiating, developing and reviewing proposals relating to staff affairs for policy and regulation adoption. Actions of the Staff Alliance are binding subject to review and approval by the UA president.

3. Consultation

To provide consultation to the UA president and the UA Board of Regents on staff affairs.

4. Communication

To serve as an instrument by which information which is of interest and concern to the university system staff may be freely collected, disseminated, and discussed.

C. Responsibilities

Staff Alliance responsibilities include, but are not limited to staff affairs personnel policies and regulations, compensation and benefits, and other issues affecting the work environment and the general welfare of university staff.

D. Role

The Staff Alliance and local staff governance groups shall have primary system governance authority for staff affairs. For staff affairs impacting faculty and/or students, staff shall seek input from those groups, but are not governed by them.

Article 4. Membership

A. Voting membership

The voting membership of the Staff Alliance shall consist of two each from the University of Alaska Anchorage, the University of Alaska Fairbanks, the University of Alaska Southeast, and UA Statewide.

Voting members shall communicate their governance activities to their supervisors as appropriate and constituencies on a regular basis.

B. Selection

Representatives to the Staff Alliance shall be selected in such a manner as prescribed by the local constituent groups.

C. Terms of office

Representatives to Staff Alliance shall serve a minimum of a one-year term. The term shall run from July 1 to June 30 of the following year.

D. Qualifications

Representatives to the Staff Alliance should have prior shared governance experience wherever possible.

E. Recall of members

Any member may be recalled by the body from which the member was chosen. The local constituent body shall select a replacement to complete the term of office.

F. Ex-officio, non-voting membership

Ex-officio, non-voting membership in the Staff Alliance shall include the president of the university, an appropriate vice chancellor or other administrative officer from each

university and any other such person or persons as the UA president may designate, and such others as determined by Staff Alliance.

G. Task forces or Committees

The Alliance may establish task forces or committees to consider complex system issues relating exclusively to staff affairs. These task forces are a formal part of shared governance, and as such, are subject to the Alaska Open Meeting Law, per Article 5. C., below.

Article 5. Officers

A. Officer Positions

Staff Alliance officers shall include a chair and vice chair, elected annually by the members of Staff Alliance.

B. Officer Elections

Officers will be elected from current Staff Alliance members. The election will occur each June, after local constituent elections are finalized in May. The chair and vice chair shall be from different local staff governance groups.

C. Term of Office

The officers shall serve a term of one year or until their successors are elected. When an officer's seat becomes vacant prior to the term expiration, the Alliance shall elect a new officer from that vacancy's university's representation.

Article 6. Meetings

A. Regular and special meetings

The Staff Alliance shall meet a minimum of six times per year. At least once per year, all governance group spokespersons shall meet with the UA president to identify system issues and plan for the coming year. Special Staff Alliance meetings may be called by the UA Board of Regents, the UA president, the spokesperson of the Staff Alliance, or on petition of one-third of the Staff Alliance membership.

B. Voting

Voting shall be by simple majority of the full voting membership to include at least one member from each university. Amendments to the constitutions or bylaws affecting membership rights shall require a consensus with no negative votes.

C. Open Meetings

All meetings of the Staff Alliance are subject to the Alaska Open Meetings Law, which means that meetings of these bodies are open to the public, agendas must be posted, and meeting records kept. Staff Alliance activities shall be regularly communicated to the university community.

Article 7. Quorum

A minimum of a simple majority of the voting membership to include at least one member from each MAU shall constitute a quorum.

Article 8. Parliamentary Authority

The parliamentary authority shall be the latest edition of Robert's Rules of Order.

Article 9. Constitutions and Bylaws, Amendments, Approval

A. Constitution and bylaws

1. The constitution, once passed by the Staff Alliance, shall be transmitted to the UA president for approval.
2. The bylaws once passed by the Staff Alliance shall be forwarded to the UA president.
3. Copies of the Staff Alliance constitution and bylaws shall be maintained in the System Governance Office.

B. Amendments; distribution prior to voting

1. Amendments to the constitution shall be sent to all members of the Staff Alliance at least thirty (30) days prior to the meeting when they will be considered. Amendments shall have first reading and discussion at the first meeting after they are received by Alliance members. Amendments to the constitution affecting membership rights shall require consensus with no negative vote.
2. Amendments to the bylaws shall be sent to all members of Staff Alliance at least two weeks prior to the meeting when they will be considered. Amendments to the bylaws may then be voted on at the same meeting or postponed for further consideration.

C. Transmittal to the UA President and UA Board of Regents for approval

Amendments passed by the Staff Alliance shall be sent to the UA president of the university for approval, and for transmission to the board of regents as appropriate.

Article 10. Review and Transmittal of Proposals

A. Review

Administrative proposals and issues affecting the university system staff shall be submitted to the executive officer who shall send the items to appropriate governance groups for review. The Staff Alliance shall respond to the proposals and issues relating to staff affairs and such others as the Staff Alliance may deem appropriate within forty (40) days after receipt from the executive officer. Those administrative proposals submitted in the summer months shall be acted upon by the Staff Alliance by October 15. Responses shall be transmitted to the executive officer for compilation and submission to the UA president. Proposals requiring immediate implementation for compliance with state or federal law shall be submitted to the Staff Alliance for review, but may be implemented prior to their action.

B. Transmittal to the president

The executive officer for System Governance shall submit in writing the original proposal, together with Staff Alliance input, including the majority and all minority opinions, to the UA president for information or action as appropriate.

C. Transmittal to the UA Board of Regents

The chair of the Alliance may present the Staff Alliance majority and minority views in writing directly to the UA Board of Regents on any issue within the purview of the Staff Alliance.

Article 11. Actions of the UA President and UA Board of Regents

A. Action by the UA President

The UA president shall, in writing, approve, disapprove, or modify a Staff Alliance action, and notify the chair and the executive officer within forty-five (45) days of receiving notification of the action by the System Governance executive officer.

B. Modifications by the UA President

The UA president may modify a Staff Alliance action if the modification does not effectively contravene or nullify the purpose or principle involved in the action.

C. Disapprovals

The UA president shall inform the Staff Alliance of the reasons for any disapproval or modification within one month of disapproving or modifying an Alliance action.

D. UA Board of Regents Notification and Action

Staff Alliance actions which are modified or disapproved by the UA president, together with the statement of reasons, shall be placed on the next UA

Board of Regents' meeting agenda for the information of the board if requested. At the request of either the UA president or the Alliance, the Alliance action which has been modified or disapproved shall be brought before the board for action. The decision of the UA Board of Regents is final.

Article 12. Handbook

The Staff Alliance shall annually submit a directory of Staff Alliance members, a description of the Staff Alliance and how it works, and the annual Staff Alliance calendar to the System Governance executive officer for inclusion in the governance handbook. This handbook shall be posted online and publicly available.

Article 13. Reports

The Alliance chair or designee shall prepare a report of Alliance activities. This report shall be submitted to the System Governance executive officer for compilation into a single report of governance activities for submission to the UA president and the UA Board of Regents as part of the agenda for regular UA Board of Regents' meetings. The System Governance executive officer shall also maintain Alliance electronic and written communications systems.



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Staff Alliance Bylaws

Changes passed by Staff Alliance on December 15, 2015 and approved by President Johnsen on January 11, 2016.

Section 1. Officer Duties (Constitution Article 5.)

A. Chair

The chair shall a) preside over all meetings of the Alliance, b) represent the Alliance, and c) serve as the primary contact on behalf of the Alliance to the UA president and the UA Board of Regents.

B. Vice Chair

The vice chair shall serve in the absence of the chair for all Alliance meetings, meetings with the UA president, or with the UA Board of Regents. If the vice chair is unable to fulfill these duties, the Alliance may select a representative from among their membership.

Section 2. Meetings (Constitution Article 6.)

A. Public meeting notice

Public meeting notices shall be distributed to the university community through the Internet at least five (5) days prior to the meeting, except for special meetings called for in an emergency; special meetings shall have at least twenty-four hours advance notice.

B. Deadline for agenda items

Deadlines for receiving agenda items shall be set by the Alliance chair and these deadlines shall be distributed by the system governance executive officer to administration, the UA Board of Regents and the university community.

C. Agendas

The agendas of each regular or special Alliance meeting shall be timed consent agendas approved by the Alliance chair and distributed to the Alliance membership by the system governance executive officer at least five (5) calendar days prior to the meeting. The Alliance chair may shorten the agenda distribution timeline under special circumstances.

D. Minutes

The Alliance shall provide official minutes to all meetings. The minutes shall include verbal or written reports from Alliance task forces or committees. These shall be made available to Alliance members and their university constituents, and shall be posted on the Internet.

E. Open meetings

All Alliance meetings are open to all members of the university; however, only Alliance members may participate in the meeting unless the rules for participation in a meeting are suspended by a two-thirds vote of the members present.

F. Executive session

The Alliance may meet in executive session at any meeting when the subject to be discussed tends to prejudice the reputation or character of any person, or when the subject under discussion includes matters which are required by law or university policy or regulations to be held confidential.

G. Roll call vote

A roll call vote shall be ordered if requested by one-third of the members present.

H. Meeting Format

Any regular or special Alliance meeting may be conducted with any communication technology.

Section 3. Quorum (Constitution Article 7.)

Voting by proxy

Voting by proxy is allowed. When an Alliance member is unable to attend, they can send a proxy to vote in their place. They must, in advance, notify the chair in writing of this substitution.

Section 4. Parliamentary Authority (Constitution Article 8.)

A. Time limit on speaking

The chair may set time limits on each agenda item. No speaker shall then speak for more than the fixed number of minutes on any one topic unless more time has been granted in advance. The time limit may be extended by a two-thirds vote of the members present.

B. Actions

Motions shall be forwarded to the UA president for the president's written approval, modification or disapproval no later than ten (10) days after the meeting. Resolutions shall be forwarded to the UA president for written comment no later than ten (10) days after the meeting.

REGENTS' POLICY
PART III – FACULTY, STAFF AND STUDENT GOVERNANCE
Chapter 03.01 - Faculty, Staff and Student Governance

P03.01.010. Faculty, Staff, and Student Governance.

- A. The opportunity for faculty, staff and students to participate in the governance of the university is important to its effective operation. The board intends that faculty, staff and student participation in university governance be an integral part of the university community's culture.
- B. After consultation with university faculty, staff and students, the president shall establish by university regulation the systemwide governance structure and its constituent organizations. The structure shall include a systemwide organization for faculty, staff and students; an alliance of faculty senates; an alliance of classified and administrative/professional/technical staff; an intercampus student network; and appropriate campus constituent organizations.
- C. Constitutions for each systemwide organization are subject to the approval of the president. Constitutions for campus employee organizations are subject to the approval of the cognizant chancellor. Student government constitutions are subject to P09.07. The roles and responsibilities for each systemwide organization shall be entered into university regulation.
- D. Governance organizations shall carry out their functions subject to the authority of the board and the president and chancellors . The organizations' purposes are to:
 - 1. provide an effective opportunity for university faculty, staff and students to play a meaningful role in matters affecting their welfare;
 - 2. represent the viewpoints of university faculty, staff and students on regents' policy, university regulation, and other matters affecting the interests of the university;
 - 3. address through legislative action other matters as described in their approved constitutions;
 - 4. advise the president and chancellors in a timely fashion and in a manner set forth in individual organizational constitutions; and
 - 5. communicate to faculty, staff and students information which is of interest and concern to the university.
- E. The president and the chancellors shall respond to actions taken by governance groups in a timely fashion as described in the approved constitutions.

- F. Participants in governance shall carry out their governance responsibilities in good faith and to the best of their abilities without fear of reprisal. Spokespersons for governance groups may present their views directly to the board in accordance with board procedures.

(02-17-05)

UNIVERSITY REGULATIONS
PART III – FACULTY, STAFF AND STUDENT GOVERNANCE
Chapter 03.01 - Faculty, Staff and Student Governance

A. Intent

It is the intent of the Board of Regents 1) that the faculty, staff and students shall share in the governance of the university, 2) that shared governance is an integral part of the business of the university and 3) that participants in shared governance are empowered by the Board of Regents to carry out their governance responsibilities to the best of their abilities without fear of reprisal.

B. Governance

1. Systemwide

The university hereby establishes a mechanism for faculty, staff and students to participate in system governance through the following organizations:

Faculty Alliance
Staff Alliance
Coalition of Student Leaders
System Governance Council

Additionally, alumni associations are established at the three academic units and participate ex-officio on the System Governance Council.

2. MAU-Specific

The university hereby recognizes that institution-specific governance groups are an integral part of and are established at the University of Alaska Anchorage (UAA), the University of Alaska Fairbanks (UAF), the University of Alaska Southeast (UAS), and the University of Alaska Statewide (SW).

C. Authority

1. Systemwide

The Faculty Alliance, Staff Alliance, Coalition of Student Leaders and System Governance Council receive their authority and shall carry out their functions subject to the authority of the Board of Regents and the president of the university.

2. MAU-Specific

Faculty and staff governance groups at UAA, UAF, UAS and SW receive their authority from their cognizant chancellor, with the vice president for university relations serving as the cognizant chancellor for SW.

Student governments receive their authority from Regents' Policy Part IX, Chapter 7, and corresponding university regulations.

Alumni associations receive their authority from Regents' Policy 02.08.010.

D. Purpose

The purposes of the system governance groups within the University of Alaska are set forth and maintained in Regents' Policy 03.01.010.

E. Organizational Responsibilities

Governance groups shall carry out their functions subject to their respective charters, constitutions, and bylaws.

Responsibilities of the local governance groups are reflected in their respective charters, constitutions and bylaws. Responsibilities of the system governance groups are listed below.

1. Faculty Alliance

It is the responsibility of the Faculty Alliance to represent the faculty in areas that may include but are not limited to: coordination on matters relating to academic affairs such as academic program review; the addition, deletion or merging of academic programs; curriculum; subject matter and methods of instruction; degree requirements; grading policy; course coordination and transfer; student probation and suspension; standards of admission and scholastic standards; and other matters affecting the faculty, and/or the general welfare of the university and its educational purposes and effectiveness.

2. Staff Alliance

It is the responsibility of the Staff Alliance to represent the Classified and APT (Administrative Professional and Technical) employees who are not represented by a collective bargaining agent in areas that may include but are not limited to: staff affairs, excluding those relating exclusively to faculty; personnel policies and regulations; compensation and benefits; and other issues affecting the work environment and/or the general welfare of the university staff.

3. Coalition of Student Leaders

It is the responsibility of the Coalition of Student Leaders to represent the students in areas that may include, but are not limited to: tuition and fees; financial aid and scholarships; residence life; minority and rural services; clubs and social activities; student media in all forms; health and safety; grievances; tools and resources; student employee relations, and other issues affecting the educational environment and availability of resources for student use.

4. System Governance Council

It is the responsibility of the System Governance Council to coordinate matters of mutual interest or concern to the Faculty Alliance, the Staff Alliance, the Coalition of Student Leaders, and the alumni associations.

F. Membership Responsibilities

For faculty and staff, it is understood that while governance participants' primary responsibilities are performance of the duties for which they are employed, supervisors and employees will coordinate to ensure that departmental and governance needs are met.

Serving on university governance groups is considered to be within the regular work duties of university employees and is supported by the university.

Students serve on governance groups in accordance with Regents' Policy and University Regulation 09.07.050.

Members who serve as officers or participate in special projects, research activities, events or committees directed by their governance organizations require sufficient time to meet those obligations in a reasonable fashion.

Guidelines for participation in governance that are not included in governance group charters, constitutions or bylaws shall be promulgated by the system governance executive officer and made available for use by all members of the university community.

G. Membership

Numbers of members and terms of office are prescribed in the constitutions, or equivalent documents of the respective system governance groups. MAU-specific governance groups determine the method of selection of their own members and their representatives to the system governance groups.

H. Meetings

Meeting schedules are determined by the governance groups. Meetings may be held on-site or by audio or videoconference or some combination of these methods. Meeting notices will be published and available through commonly used means.

I. Quorum

Quorum is defined by each governance group in their constitutions, or equivalent documents.

J. Parliamentary Authority

The parliamentary authority for system governance groups shall be the latest version of Robert's Rules of Order on file and available from the system governance office.

K. Charters, Constitution, and Bylaws

1. System Governance Groups

Constitutions and amendments for system governance groups, once passed by the groups, shall be:

- * transmitted to the president of the university for information,
- * placed in system governance group handbooks, and
- * retained in System Governance and Board of Regents' Offices.

2. MAU-Specific Governance Groups

a. Faculty and Staff Governance

MAU-specific faculty and staff governance group constitutions and bylaws and amendments, once passed by the groups, shall be transmitted to the cognizant chancellor, or in the case of the statewide administration assembly, to the vice president for university relations, for approval.

b. Student Governance

Student government group constitutions, once approved by the individual student government groups shall be transmitted to the president of the university for approval in accordance with University Regulation 09.07.05.

L. Transmittal of Recommendations and Actions

1. Transmittal of System Governance Recommendations and Actions to the Administration or Board of Regents

Actions of the system governance groups affecting the university system or system community shall be transmitted in writing to the president of the university and the responsible executive within 40 days of the action taken. Transmittal shall include evidence of dialogue with the responsible executive and a faithful characterization of the views of that executive and of governance.

2. Transmittal of Request for Action, Feedback, or Input from Administration and the Board of Regents to System Governance

Items initiated by the president of the university, or designee, that affect matters within the scope of staff, faculty and/or student governance normally shall be submitted to the executive officer in the system governance office and transmitted to the appropriate system governance group(s) for review and/or other appropriate action. Request for input should include the following:

- a. Nature of action requested.
- b. Governance group to which the request is made.
- c. Relevant sections of regents' policy or university regulation, as applicable.
- d. Reporting timeline requested.

The appropriate system governance group(s) will provide comment on proposed policy or regulation revisions within thirty (30) days unless it requests a further thirty (30) days for consulting with individual campus-level faculty senates, staff councils, or student governments.

Once the appropriate governance group has reviewed the proposed revisions, they will pass the proposed revisions with comments to the executive officer (E.O.) for system governance. The E.O. will transmit them to the administrator who originated the proposed policy or regulation. That administrator will then submit the revisions for the president's consideration.

However, the president may promulgate regulations exempt from advance review under regents' policy, and the board may adopt policy changes warranting immediate implementation, prior to review by governance. Such policies and regulations will be transmitted to the E.O. in an expeditious manner and may be modified after governance review.

M. Acknowledgement and Review of Governance Recommendations

1. Recommendations Transmitted to the President

The President's Office shall acknowledge governance recommendations within ten (10) business days following receipt using a means equivalent to that used for transmittal.

The president of the university shall notify the spokesperson of the sponsoring governance group and the system governance executive officer of the approval, disapproval, or modification of a governance action within forty-five (45) days of receiving the recommendation.

In cases where this arrangement cannot be satisfied, the responsible executive will notify the sponsoring governance group as to the review process and anticipated date the review is likely to be concluded and administrative recommendations forwarded to the president.

2. Recommendations Transmitted to the Board of Regents

The Board of Regents' Office shall acknowledge governance recommendations within ten (10) business days following receipt using a means equivalent to that used for transmittal.

The executive officer of the Board of Regents shall notify the spokesperson of the sponsoring governance group and the system governance executive officer of the approval, disapproval, or modification of a governance action within ninety (90) days of receiving the recommendation.

N. Presidential Action on Recommendations

If the president determines that Board of Regents action is warranted as a result of a governance recommendation, including, but not limited to changes to regents' policy, the governance item is placed on the regents' agenda for discussion or action as appropriate and the sponsoring governance leader(s) are invited to participate in the discussion of the issue.

Spokespersons for governance groups may also present their views directly to the Board of Regents in accordance with board procedures.

(04-01-16)