



UNIVERSITY
of ALASKA
Many Traditions One Alaska

Agenda

Staff Alliance

Wednesday, February 22, 2017

10 a.m. – 12 p.m.

[Google Hangout](#)

Audio call-in: 1-855-280-1855

(Please mute unless speaking.)

1. Call to Order and Roll Call

Voting Members:

Nate Bauer, President, UAF Staff Council 2016-2017; 2016-2017 Alliance Chair

Kolene James, President, UAS Staff Council 2016-17; 2016-2017 Alliance Vice Chair

Ryan Hill, Co-President, UAA Staff Council 2016-17

Eric Johnson, President, SAA 2016-2017

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

Chrystal Warmoth, Vice President, SAA 2016-2017

Samara Taber, Vice President, UAF Staff Council 2016-2017

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

Staff:

Morgan Dufseth, Executive Officer, System Governance

Guests:

James R. Johnsen, President, University of Alaska

2. Adopt Agenda

3. Approve January Retreat Minutes

Reference 1
Forthcoming

4. Chair's Report

Nate Bauer

5. Public and Guests Comment

5.1. President Johnsen will join at 10:30 a.m.

6. Staff Alliance Committee Reports
 - 6.1. Staff Health Care Committee Reference 2
 - 6.2. Compensation Committee
 - 6.3. Governance Process Committee
 - 6.4. Morale Committee

7. External Committees
 - 7.1. System Governance Council
 - 7.2. Student Services Council
 - 7.3. Joint Health Care Committee

8. New Business
 - 8.1. Resolution re: Google Email Reference 3
 - 8.2. Resolution re: Emeritus Staff Reference 4
 - 8.3. UAF Staff Volunteer Days Proposal Reference 5

9. Ongoing Business Topics
 - 9.1. Strategic Pathways Phase II Feedback [Reference 6](#)
 - 9.2. Compensation Recommendation [Reference 7](#) & 8

10. Roundtable discussion

11. Adjourn



Minutes
Staff Health Care Committee
Wednesday, February 16, 2016
2pm – 3pm
1-866-832-7806, guest PIN 1266511
(Please mute unless speaking.)

UAA

Danielle Dixon

UAS

Gwenna Richardson

Wendy Miles

UAF

David Bantz (alt)

Lesli Walls

SW

Alesia Kruckenberg

Danielle Nelson (alt)

Chrystal Warmoth

Members Absent

Brenda Levesque (alt)

Dave Robinson (alt)

Liz Winfree

Kayti Coonjohn (alt)

Stacey Howdeshell

Susan Mitchell (alt)

Arthur Hussey (alt)

Guests

Erika Van Flein

1. Roll call
The meeting came to order at 2:06 p.m.
2. Adopt Agenda
Alesia moved to adopt, seconded by Lesli. The agenda was adopted without amendment.
3. JHCC Update
JHCC met on Feb. 18. Erika gave a review of the meeting. Lockton gave a report on medical utilization which shows a reduction in each category from last year—this isn't a

function of lower headcount but rather a reduction of actual services utilized. In-patient and large claims are down significantly so far for the year. Comparing this to last year, there were a couple accidents that were very costly and increased the ER costs; have not yet seen those types of claims this year.

Pharmacy – Specialty pharmacy is going to increase. Total drug cost also went up overall. Generic use is still holding steady. Would like to increase generic dispensing slights.

Overall, good news for the University.

Maternity NICU program – If high risk pregnancy anticipated, the patient can opt for assessment for enrollment into program (totally optional). The program provides additional support and services to patient to help mitigate high risk issues. This is an issue due to increasing costs of premature/NICU births. UA is the last Premera member to join this program.

Best Doctors will not be renewed. Instead, Patient Care is being utilized.

EviCore—a physical therapy assessment program is being considered by the university. JHCC will vote on at their March meeting; if SHCC members have feedback, send to co-chairs by March 8.

JHCC health care review – FY18 rates discussion – Erika reviewed the health review presentation. Looking at FY18 rates, it does not appear rates will increase dramatically, if any at all. She expects to meet with UA executive team in the coming weeks to review the proposed plan

4. New Business

Health Savings Account – New information is expected to come out regarding that service. There have been enhancements to their website and changes to accounts. Holders of HSAs will receive direct communication from UA Benefits.

5. Roundtable

6. Adjourn

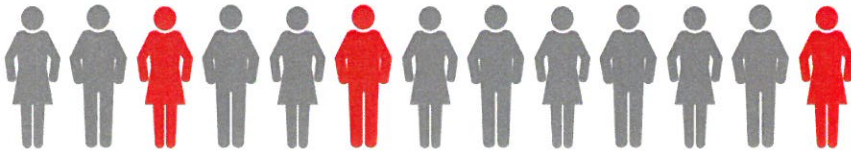
The meeting adjourned at 3:12 p.m.



Outpatient Rehabilitation Opportunity Analysis

Our customers need an advocate to help them get the care they need, avoiding unnecessary treatment and cost. We're committed to ensuring customers receive the right care, at the right place, at the right time.

1,561



of Impacted Members (utilizers)



\$47K - \$62K
Member Savings Range



\$2,047,703
Total plan paid in Outpatient
Rehabilitation Services



\$85K - \$124K
Plan Savings Range

Net of fees

Resolution

Staff Alliance Resolution Regarding the Transition to Google Mail

RESOLUTION: Staff Alliance of the University of Alaska (UA) System approves the following resolution to request that Main Administrative Units (MAUs) in the UA System be allowed to transition back to Microsoft Exchange as previously used before the mandatory transition to Google Mail.

RATIONALE:

WHEREAS the budget situation in the State of Alaska has caused major attrition of staff members resulting in increased work loads that have been overburdened by the inefficiency of the transition to Google Mail, and

WHEREAS the transition to Google Mail has not resulted in any reported or estimated budget savings for the System, and

WHEREAS email has become a foundational form of communication in business settings making an effective system vital to staff members' job performance, and

WHEREAS Staff Council at UAA approved a similar motion with 16 in favor, 1 opposed, and zero abstentions, and

WHEREAS staff members have raised legitimate concerns about the security of Google Mail and its compliance with FERPA and HIPAA standards;

THEREFORE, be it resolved that Staff Alliance requests that Chief Information Technology Officer with the UA System re-instate the Outlook Exchange server at MAUs to be used at the discretion of employees as formerly used.

This resolution shall be effective immediately upon passage.

Respectfully Submitted,

DocuSigned by:
Elizabeth Winfree
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Elizabeth Winfree, UAA Staff Council Co-President

February 3, 2017

Date

DocuSigned by:
Ryan J. Hill
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Ryan J. Hill, UAA Staff Council Co-President

February 3, 2017

Date

Motion #

Staff Alliance Resolution Regarding Staff Emeritus Process

RESOLUTION: Staff Alliance of the University of Alaska (UA) System approves the following resolution to request the creation of a formalized system-wide process for the granting of Staff Emeritus status.

RATIONALE:

WHEREAS, consistency is important in the implementation of policy, especially in regards to high-level honors being bestowed upon staff members in the System, and

WHEREAS, the Staff Emeritus title has been allowed, bestowed on staff in the past at all three Main Administrative Units, and is addressed in the Regent's Policy (Board of Regents Regulation R04.04.070 (B) and R04.07.095), and

WHEREAS, staff should have the same opportunity to be recognized as emeritus as faculty, and

WHEREAS, requirements for staff to be recognized as emeritus should not excessively exceed the requirements for faculty to be recognized as emeritus

WHEREAS, at the recommendation of UAA Chancellor Case the UAA Staff Council was tasked to propose a formalized process for staff to receive the designation of staff emeritus, and

WHEREAS, at the recommendation of Provost Sam Gingerich for the Staff Council to establish a system wide process which can be managed/administered by staff with an alternate title of "distinguished" staff, and

WHEREAS, the Staff Emeritus title has been allowed, bestowed on staff in the past and is addressed in the Regent's Policy (Board of Regents Regulation R04.04.070 (B) and R04.07.095), and

WHEREAS, the UAA Staff Council approved the proposed process and form submitted by the UAA Staff Emeritus Committee and are opposed to the alternate title of "distinguished" staff and feel strongly on keeping the title of Staff Emeritus;

THEREFORE, we move that Staff Alliance create a formalized, system-wide process for Staff Emeritus, and

THEREFORE, we move that Staff Alliance create an ad hoc committee to develop a process and recommendation for Staff Alliance to approve, and

THEREFORE, we move that Staff Alliance formally recognizes that staff members in the UA System deserve to have this honor placed upon them wholeheartedly and without reservation, and should continue to do so.

This resolution shall be effective immediately upon passage.

Sincerely Submitted,

DocuSigned by:
Elizabeth Winfree
8B0065C3BAAF4CF...
Elizabeth Winfree, UAA Staff Council Co-President

February 6, 2017

Date

DocuSigned by:
Ryan J. Hill
7A27C08F510C49E...
Ryan J. Hill, UAA Staff Council Co-President

February 6, 2017

Date

DocuSigned by:
Betty Hernandez
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Betty Hernandez, UAA Staff Council Member

February 6, 2017

Date

University of Alaska Fairbanks

Staff Council

Proposal for UAF Staff Volunteer Days

Revised 12/2/2016

In partnership with our university's administration. UAF Staff Council seeks to promote and strengthen UAF's core themes, including its efforts to engage Alaskans through Outreach for Continuing Education and Community and Economic Development, as well as UA System efforts to demonstrate accountability to the people of Alaska. We also highlight our own organization's commitment, through Staff Council's University Advocacy Committee, to establish events and functions to help make the public aware of the value of University staff as well as students and faculty.

We further observe our communities' increased need for time and effort from UAF's wide variety of skilled and highly capable staff and potential volunteers, as well as the opportunity to bridge cultural and connotative gaps between UAF and our larger community.

We also recognize the potential for UAF and its Staff Council to partner together in an effort to benefit the community in which we live and work. The annual Staff Volunteer Day proposed herein seeks to incorporate the organization, facilitation, and promotion of volunteerism by staff on a large scale, during designated times of year when the efforts are most needed.

As a result of these concerns, UAF Staff Council seeks official designation for UAF Staff Volunteer Day. Our proposal seeks equally shared commitment (and the credit that results) from administration and staff individuals that staff members can use from ½ to one full work day of volunteer time per staff member from their existing annual leave or leave without pay. This proposal also allows the University to donate additional administrative leave time for staff volunteerism, if and when it is financially able to do so.

We propose that these volunteer efforts be concentrated as full workdays during one or two designated weeks per school year, which may also minimize any adverse effect to UAF and its service to students. Tentative proposals for these weeklong designations include a single week during the Fall semester and one during Spring semester. Other smaller volunteer efforts could be arranged within the campus that would not require leave time such as food drives, etc. We further recognize the need for the stringent organization, regulation, and oversight of such proposed activities, with Staff Council anticipating collaboration with University Human Resources and Administration regarding implementation.

In summary, UAF Staff Council proposes, in conjunction with UAF administration, the founding of Annual Staff Volunteer Days, incorporating the organization, facilitation, and promotion of volunteerism by staff on an extensive level, during designated times of the year when these efforts are most needed by our community.

University of Alaska Fairbanks

Staff Council

Resolution 2016-277-3

Approved

Revised 12/2/2016

UAF Staff Council unanimously approved the following resolution during Staff Council Meeting #277, on Dec. 5, 2016:

Resolution 2017-277-3:

Resolution in Support of UAF Staff Council's 'Staff Volunteer Days' Proposal

WHEREAS, UAF Staff Council's University Advocacy Committee is committed to *organizing events and functions to help make the public aware of the value of University staff, as well as students and faculty*; and


WHEREAS, Staff Council observes our communities' increased need for time and effort from the University's wide variety of skilled and highly capable staff and potential volunteers; and

WHEREAS, we also recognize the opportunity to bridge cultural and practical gaps between UAF and our larger community; and

WHEREAS, we further observe the potential for UAF and Staff Council to partner together in an effort to benefit the community in which we live and work; and

WHEREAS, we are committed to UAF's core themes, including its efforts to *engage Alaskans through Outreach for Continuing Education and Community and Economic Development*; and

THEREFORE BE IT RESOLVED, that UAF Staff Council supports the proposal to found Annual Staff Volunteer Day at UAF.

DocuSigned by:

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Nate Bauer, President, UAF Staff Council

January 24, 2017

Date

Employee engagement recommendations

October 2016 recommendations from the Employee Engagement subcommittee: Kara Axx, Wendy Croskrey, Michael Daku, Syndonia Bret-Harte, Carrie Santoro, Christina Thompson, Debu Misra, Jami Warrick and Lesli Walls

Employee engagement long-term goal

Develop a culture of respect, value and appreciation within the University of Alaska Fairbanks.

Strategies and tactics for consideration:

I. Build trust and mutual respect through improved two-way leadership communication.

Employees want to feel as though their opinions are heard, respected and their expertise is valued. Leadership should provide clear organizational goals and priorities; lead by example; proactively communicate with employees with relevant, timely and transparent communications; share information freely and rationale and context for decision-making.

Leaders should frequently ask for input and solutions and communicate back to employees how their input affected decisions, which creates a continuous feedback loop. Leaders should listen.

Possible tactics

- Practice frequent leadership communication (e.g., columns/Q&A in Cornerstone and Sun Star).
- Routine face-to-face communication (e.g., forums, meetings, presentations and “leadership by walking around” and engaging with employees).
- Consider communication/engagement training for leaders.
- Include engagement within their area of influence as a required competency in leadership evaluations.
- Provide mentoring for deans and executive leadership.
- Survey employees every three years and provide results at the lowest levels possible while preserving employee anonymity.

II. Reduce bureaucracy and increase flexibility.

Encourage decision-making at the appropriate level and avoid unnecessary process approvals. Clear expectations and clarity of roles along with professional discretion empowers employees and creates efficiencies along the way. Leadership should turn their focus from command and control to communicating the vision and goals and depend on the professional staff at the lowest appropriate level to achieve the ground game. Trust your people and treat them well.

Possible tactics

- Reduce numbers of direct reports where possible.
- Hiring approvals should be made at the vice chancellor level or lower.
- Evaluate processes regularly for effectiveness (e.g., Faculty 180/other reporting).
- Delegate authority to the lowest appropriate level.
- Eliminate unnecessary approvals and forms or share rationale for why needed.
- Supervisors show employees trust and respect.
- Recommend supervisor training on engagement and/or Speed of Trust-type training.
- Consider flexible schedules as appropriate.

III. Build camaraderie and foster a sense of community and pride.

Connect employees to each other across the organization and build a sense of pride in working at the university.

Possible tactics

- Host team-building social events within departments and designed to bring departments together for other team building activities (e.g., social events at Wood Center, departmental intramural contests - bowling, ultimate Frisbee, soccer, etc.).
- Develop challenges between departments (e.g., community fundraising and service or volunteer day, etc.).
- Connect departments by sharing employee stories and achievements (e.g., employee spotlights in the Cornerstone).
- Add an employee engagement module to the supervisor-training program.
- Consider cross-departmental work teams where it makes sense.

IV. Provide meaningful recognition.

Get to know employees and what type of recognition is meaningful to the individual employee. Give credit where credit is due and communicate to employees that what they do matters. Provide opportunities for employees to engage with the broader organization.

Possible tactics

- Recognize all employees nominated for the Cornerstone and other university awards — not just the winner.
- Celebrate employee successes throughout the year; employees at all levels should be routinely recognized.
- Create recognition program/opportunities for peer-to-peer recognition.
- Get to know your employees professionally; ask how to best to recognize them.
- Nominate employees to sit on committees that align with their interests and expertise.

V. Balance work-life in workload allocation.

Consideration of work-life balance should be a priority for university leadership, particularly as staffing levels change. Adjustments to workloads should be made with forethought, consideration of existing duties, and clear communication between faculty/staff and supervisors. Completing the above-mentioned task list will go a long way towards achieving work-life balance for employees and leadership.

Possible tactics

- Be vigilant about mission creep and avoid unmanageable workloads.
- Be considerate of peoples' time. Be on time for meetings and a clear agenda. Be inclusive in preparing the agenda.
- Create opportunities for acknowledging and celebrating achievements.