UNIVERSITY of ALASKA
Many Traditions One Alaska

Agenda
Staff Alliance
Wednesday, April 5, 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

2. Adopt Agenda

3. Approve Minutes
    3.1. February Meeting Minutes   Reference 1

4. Chair's Report   Nate Bauer

5. Public and Guests Comment

6. Staff Alliance Committee Reports
    6.1. Staff Health Care Committee   Reference 2
    6.2. Compensation Committee   Reference 3
    6.3. Governance Process Committee
    6.4. Morale Committee   Reference 4

7. External Committees
    7.1.   System Governance Council   Reference 5
    7.2.   Student Services Council
    7.3.   Joint Health Care Committee

8. New Business
    8.1. Shared Governance at UA   Reference 6
    8.2. UAF Staff Volunteer Days Proposal   Reference 7
    8.3. Furlough Resolution   Reference 8

9. Ongoing Business Topics
    9.1. Resolution re: Google Email   Reference 9
    9.2. Resolution re: Emeritus Staff   Reference 10
    9.3. Strategic Pathways Phase II Feedback   Reference 11
    9.4. Compensation Recommendation

10. Roundtable discussion

11. Adjourn

Minutes
Staff Alliance
Wednesday, February 22, 2017
10 a.m. – 12 p.m.
Google Hangout
Audio call-in: 1-855-280-1855

1. Call to Order and Roll Call

   The meeting came to order at 10:05 a.m.

   <u>Voting Members:</u>
   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
   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

   <u>Staff:</u>
   Morgan Dufseth, Executive Officer, System Governance

   <u>Guests:</u>
   James R. Johnsen, President, University of Alaska
   Juella Sparks, Director, CES Outreach and Communications

   <u>Members Absent:</u>
   Gwenna Richardson, Vice President, UAS Staff Council 2016-17

2. Adopt Agenda
   Eric moved to adopt, seconded by Chrystal. Morgan noted approving the minutes will need to be postponed because they were not yet ready for review. Eric moved to postpone approving the minutes at the next Alliance meeting, seconded by Chrystal. There was no further discussion, and there were no objections. The agenda was adopted as amended.

3. Approve January Retreat Minutes
   Approval of the minutes was postponed to the next Alliance meeting.

4. Chair's Report   Nate Bauer
   Nate introduced Ryan, attending for his first full Alliance meeting. He also thanked members
   for their engagement at the January retreat. Nate noted he wanted to continue to highlight
   exceptional staff work across the university. He reported Jeff Rothman at UAF was recently
   recognized for excellence by a professional organization. He encouraged Alliance members
   to continue to lift up the notable work of their peers. Regarding President Johnsen, Nate
   noted it seems to be the staff that work closest with him have the highest opinion of his work
   and that those further from him are more critical of his plans. Nate also noted that the current
   re-organization under Strategic Pathways require decisions that will not please everybody
   and that attempts to please some stakeholders actually moves the process away from
   common ground and creates more contention. Primary change between Phase I and Phase II
   is a longer, more protracted feedback phase, which allows for additional input from
   stakeholders and more thoughtful feedback from potentially affected units.

5. Public and Guests Comment
   5.1. President Johnsen joined the meeting at 10:38 a.m. He noted there were a couple topics
        he'd like to address before opening the floor to questions.

        Voluntary agreement with Office of Civil Rights (OCR): The president noted there has
        been a lot of work to reach this point and a massive amount of improvement since this
        issue (Title IX violations) was first disclosed two years ago. The president expressed
        appreciation for the staff who have been taking on this heavy load. He noted he had
        appointed Mary Gower as the Chief Title IX Officer at UA and she would be heading up
        efforts to address the goals and timelines issued in OCR's report. The president asked
        Alliance members to pass on his appreciation to staff that were involved in the process.
        He also noted he hopes that UA's transparency on this matter helped to negate any
        surprise and damage to our brand.

        Budget: The Alaska Senate is taking a hard line this session and is taking aim at what
        they see as the biggest budget drivers in the state—and the University is included in that.
        The Senate is pushing at $16M reduction this year, leaving the UA FY18 budget at $305
        or 306M. The House so far is supporting the Governor's budget for UA, which was
        $325M. The president noted he prefers to frame the University as an investment in
        Alaska—not solely a budget driver. He also noted that VP Rizk and AVP Baker are
        currently in Juneau advocating for the university.

Legislative issues: The president noted the higher education tax credit—a corporate tax incentive for donations to UA—was going to expire at the end of 2018 and the University is already voicing their support for renewal of the program. There are some legislators who would like to reduce the tax incentive, which could translate to reduced corporate donations to UA. The president also noted the University is working to communicate its plan for revitalizing its land grant. The plan will include creation of a new federal program and then coming back to the state for their contribution. Despite some rumors, this would not require a constitutional amendment.

Strategic Pathways: Regarding Phase II feedback, the president is meeting with all of the affected areas—48 in all—to gather their feedback on the currently proposed options. The president feels it is a major improvement to the input process from Phase I. The president noted VP Dan White is drafting a formal request for governance groups to provide feedback on the Phase II options. The president also offered to spend time with the Alliance to review their feedback on Phase II. The president also noted there were several options he will identify as less viable or feasible for UA; he plans to announce those options at the March Board meeting.

Shared Governance discussion at March BOR: The president noted he will share materials with governance leaders regarding this upcoming discussion. He plans to have that sent out by next Monday to help provide a framework for that discussion.

Public Comment: Juella Sparks, a former chair of the Staff Alliance, noted she wanted to hear what the Alliance had to say on the upcoming BOR discussion on shared governance. She encouraged Alliance members to ensure the president follows process and that affected employees are all treated the same under University policy and regulation.

6. Staff Alliance Committee Reports
   6.1. Staff Health Care Committee
       Chrystal gave a brief update on staff health care. At the most recent SHCC meeting, Benefits Director Erika Van Flein reviewed health care benefits rates and noted rates should not go up significantly next year (or at all). The JHCC has voted to include a new service for high risk pregnancies. They are going to vote on the Evicore vendor at their upcoming meeting. EviCore is a vendor who provides a review of necessary therapeutic rehabilitation services. JHCC also opted to drop Best Doctors for FY18.
   6.2. Compensation Committee – The Compensation Committee has not met since the Alliance retreat. They are currently waiting to hear back from Alliance on what recommendations will move forward.

6.3. Governance Process Committee – This committee has not met this year. Nate asked for new members for FY17—there were no volunteers. Nate suggested waiting to see the request from VP White regarding the Phase II feedback.

6.4. Morale Committee – Morgan will arrange their next meeting by poll and will share the UAF engagement recommendations with the system morale committee. Kolene noted that at the UAS campus, the provost has created a student success survey and distributed to faculty and staff, which received encouraging responses about ways to better UAS. Nate noted he would like to have a comprehensive report on the morale surveys from each campus.

7. External Committees
   7.1. System Governance Council – Will meet next on March 6.
   7.2. Student Services Council – Morgan will check with AVP Oba on the status of SSC.
   7.3. Joint Health Care Committee – See above SHCC report.

8. New Business
   8.1. Resolution re: Google Email   Reference 3
      Several members noted hesitation to support the resolution due to concerns about vague and anecdotal language, especially regarding high attrition rates and privacy/security concerns. Nate noted it would be useful if Liz and Ryan worked with the UAA IT to provide evidence for the claims made within the resolution. Eric suggested having the Alliance make a formal request for information regarding the switch to Google mail. Eric moved to postpone the approval of the resolution to a future meeting and to formally request information regarding the claims made within the resolution, seconded by Kolene. There were no objections and the motion carried.

   8.2. Resolution re: Emeritus Staff   Reference 4
      Ryan reported the UAA Staff Council was asked by Chancellor Case to formalize the process to recognize staff as emeritus. The UAA provost raised concerns that the emeritus status should only be used for academic faculty, and that staff should be recognized as 'distinguished' rather than emeritus. There was general support for this resolution, however, Morgan asked to make several format changes and have members vote via email. Kolene moved to approve the resolution via email later this week, seconded by Eric. There were no objections. The motion carried.

   8.3. UAF Staff Volunteer Days Proposal   Reference 5
      Nate asked to postpone this item to a future meeting; there were no objections.

9. Ongoing Business Topics
   9.1. Strategic Pathways Phase II Feedback   Reference 6
      Members agreed to postpone discussing feedback until receiving the request for feedback from VP White.

9.2. Compensation Recommendation & 8

Members agreed to postponed approval of the memo until they heard back from the UA compensation director and review the memo and vote on it via email.

10. Roundtable discussion

11. Adjourn

Eric moved to adjourn, seconded by Kolene. There were no objections. The meeting adjourned at 12:15 p.m.

Minutes
Staff Health Care Committee
Wednesday, March 24, 2016
10am – 11am
1-866-832-7806, guest PIN 1266511

UAA
Brenda Levesque (alt)
Liz Winfree

UAS
Kate Govaars
Gwenna Richardson
Wendy Miles

UAF
David Bantz (alt)
Lesli Walls

SW
Arthur Hussey (alt)
Alesia Kruckenberg
Chrystal Warmoth

Guests
Erika Van Flein, UA Benefits Director
David Hinkley, Lockton

Members Absent
Danielle Dixon
Dave Robinson (alt)
Kayti Coonjohn (alt)
Stacey Howdeshell
Susan Mitchell (alt)

1. Roll call and Introductions

   The meeting came to order at 10:04 a.m.

2. Adopt Agenda

   Alesia moved to adopt the agenda, seconded by Arthur. There were no objections. The agenda was adopted as presented.

3. JHCC Update – Liz, Gwenna and Chrystal

   a. Incentive Plan Usage – Overall, current utilization rates of Healthy Roads is seen as good.

   b. EviCore – prior authorization for outpatient rehabilitation

JHCC took a vote on picking up this service as part of UA's benefit package. Members of JHCC had numerous questions for EviCore and, in the end, could not determine if UA had exorbitant use of rehabilitative services. Erika jumped in and noted that UA has a much higher usage of rehabilitative services than other plans of similar size. Currently, it is the service provider (who benefit from the prescription of services) who determines the length of treatment plan. EviCore's denial rate is about 3%. However, when a review process is put in place, rehabilitative service prescriptions typically go down.

After much discussion, the JHCC voted down a motion to use EviCore by 8-4. One member noted they felt the service was a punitive measure against UA employees. Erika noted this service will likely be reviewed again next year.

The CHRO suggested developing an incentive plan to help reduce the usage of rehabilitative services and incentivize other health benefits or ways of encouraging healthy living.

An SHCC members suggested changing UA's plan to combine rehab and massage services and capping the visits at 45 per year (with the option to have further treatment if necessary). Currently, UA's plan offers 45 rehab visits and 26 massage therapy visits.

Members are being asked to submit suggestions by COB on for the JHCC to discuss at their April 12 meeting.

4. New Business

    a. Benefits Updates – Patient Care is now using the name DirectPath—same vendor just a new name
    b. Benefit rates will not go up for FY18; neither will accidental death and dismemberment rates
    c. JHCC also approved an incentive plan for using Patient Care and selecting a lower cost provider. The patient would receive a percentage of the savings. Erika noted they are still working out details on how to implement and, due to staffing shortages, are not yet ready to advertise widely.

5. Roundtable

6. Adjourn

    The meeting adjourned at 11:05 a.m.

UNIVERSITY
of ALASKA
Many Traditions One Alaska

Minutes
Staff Compensation Committee
Tuesday, March 21, 2017
2pm – 3m
1-866-832-7806, guest PIN 1266511

UAA   UAF
Kathy Lardner   Mike Cox
John Moore   Alda Norris

UAS   SW
Amelia Budd   Arthur Hussey
Mae Delcastillo   Eric Johnson
Gwenna Richardson   Sheri Billiot
Deema Ferguson

1. Roll call and Call to Order

   The meeting came to order at 2:01 p.m.

2. Updates from Staff Alliance

   Eric noted the Staff Alliance had not yet approved the committee's recommendations
   and were still waiting to hear back from the UA compensation director on several
   questions.

   He also updated the committee regarding the personal safety day—per the
   compensation director only the president and/or chancellor can declare use of
   administrative leave to cover inclement weather situations.

3. Next Steps/Wrap Up

   Gwenna noted that this year there likely won't be a monetary compensation increase
   but asked if the committee should make a recommendation to continue to try for
   annual increases so that there isn't an unintentional wage freeze.

Alda asked if there will be an increase in the benefit rate, which would effectively be giving UA employees a pay decrease. Gwenna noted the benefit rate was not expected to go up in FY18. It isn't yet known if the benefit rate will increase in FY19.

Members discussed whether represented employees are UA are expected to receive a compensation increase. Currently both of the faculty unions and the Local 6070 Crafts and Trades union are negotiating their 3-year CBAs; it appears they have agreed to no increase for FY18 but have not come to an agreement on FY19 and 20. If any of the unions negotiation a response, should there be a response from the Compensation Committee?

4. Future Agenda Items

   - Administrative Leave for Inclement Weather Days
   - Allowing veterans participate in Veteran Day activities each November without having to use leave or leave without pay
   - Response if unions negotiate compensation increases

5. Roundtable

   Sheri suggested this committee meet earlier in the fiscal year and have a recommendation prepared by December.

   Mae asked if there would be any returning members next year and if this was the final meeting of the committee for this year. Eric noted it likely was the final meeting unless the committee wanted to meet again. Gwenna noted the Alliance will contact current committee members in August to discuss FY18 participation.

6. Adjourn

   The meeting adjourned at 2:30 p.m.

Agenda
Staff Morale Committee
Wednesday, March 8, 2017
3pm – 4pm
1-866-832-7806, guest PIN 1266511
(Please mute unless speaking.)

<u>Members Present</u>
Kolene James, UAS, Chair
Nate Bauer, UAF
Eric Johnson, SW
Dave Robinson, UAA

1. Roll call and Call to Order

2. UAF Employee Engagement Recommendations
   Members reviewed the recommendations from the UAF engagement survey and noted several would apply to the other universities and SW, including building a sense of community pride and increase two-way communication with leadership.

3. Annual System-wide Survey
   Members discussed how to move forward on developing an annual systemwide survey for university employees. Members agreed to reach out to faculty and staff to help develop an annual survey. Names suggested included: Peter Fix, Diane Hirshberg, and Kathy DiLorenzo.

4. Ideas for Improvement
   Nate suggested creating a Google doc to share ideas on ways to improve morale. Morgan will put together the doc and share it with committee members.

5. Future Agenda Items
   Review of Google Doc
   Development/Review of Survey

6. Roundtable

Eric noted the SAA Morale Committee had met earlier in the day and discussed several ideas, including hosting lunch 'n' learns, a book club, and other small social events, as well as a recommendation in support of increased supervisor training.

7. Adjourn
   The meeting adjourned at 4:01 p.m.

Minutes
System Governance Council
Thursday, March 30, 2017
9:00 a.m. – 11:00 a.m.
Video: Google Hangout
Audio: 1-855-280-1855

1. Call to Order and Roll Call

   The meeting came to order 9:05 a.m.

   Voting Members:
   Kate Ripley, Director, UAF Alumni and Council Chair
   Colby Freel, Chair, Coalition of Student Leaders
   Lisa Hoferkamp, Vice Chair, Faculty Alliance *left at 10:30 a.m.*
   Samantha Hoffman, Representative, Coalition of Student Leaders *joined at 9:35 a.m.*
   Rachel Morse, Assistant Vice Chancellor, UAA Alumni Relations
   Tara Smith, Chair, Faculty Alliance

   Ex Officio Members:
   Morgan Dufseth, Executive Officer, System Governance

   Guests
   Mary Gower, Chief Title IX Officer
   Roberta (Robbie) Graham, Associate Vice President, Public Affairs

   Members Absent:
   Nate Bauer, Chair, Staff Alliance
   Kolene James, Vice Chair, Staff Alliance
   Jessy Post, Manager, UAS Alumni

2. Adopt Agenda
   Tara moved to approve, seconded by Rachel. There were no objections. The agenda was approved as presented.

3. Approve March 6 Minutes   Reference 1
   Rachel moved to approve, seconded by Lisa. There were no objections. The minutes were approved as presented.

4. Chair's Report
   Kate reported she had also received a request from VP White for feedback on the Strategic Pathways Phase 2. She noted that at the earlier March meeting the Council had decided its

feedback would reference the feedback provided by the Faculty Alliance, Staff Alliance, and the Coalition of Student Leaders. Colby noted the students had requested additional time and were given an extension to April 10. Tara noted she had heard from President Johnsen that he was working on a memo on options that will be considered moving forward.

Kate also noted there was a special meeting of the Board of Regents on April 14. The meeting will deal mainly with FY18 budget and contingency planning for the budget passed by the Legislature.

Rachel noted she thought access to the president would be something to include in their response regarding shared governance. Kate noted she met with President Johnsen last in January and they discussed Strategic Pathways. Colby noted when he met with the president his discussion focused on student issues, and asked Kate what her conversations with the president focused on. Kate noted she did discuss some alumni issues, as well as systemwide topics. Kate noted her next meeting would likely focus on the issue of shared governance.

5. Member Updates
   5.1. Alumni Associations
      Rachel noted April is a busy time for alumni due to commencement. At UAA, they hold an annual meeting in June and for the first time this year the UA president and BOR are invited to attend. As prep, Rachel is trying to hold as many pre-meetings to prepare for the annual meeting and the additional leadership engagement. Kate noted UAF is also gearing up for commencement and will hold a reception for new graduates. She also noted that as a 501c3 they are also holding elections for their new governing board. The UAF Alumni Association decided to switch to electronic ballots this year to increase participation. UAF Alumni will hold an annual meeting this spring along with a Grad Bash fundraiser at the Pub. Other upcoming events and issues include new board member orientation, FY18 budget, and FY18 calendar. UAF decided to move their annual reunion event to the summer (during Golden Days) in an effort to attract more out-of-state alums. The event will focus on alumni connections, renewing old friendships, and excursions around Fairbanks. The alumni awards, typically a part of the reunion, have been moved to coincide with the Blue & Gold Gala held each winter. A UAS member was not available for alumni updates.

   5.2. Faculty Alliance   Reference 2
      Tara noted the Faculty Alliance had passed a resolution requesting additional review of the Statewide Offices and further reduction of staff and the support services they provide. Tara noted that the resolution had a long history, beginning as a memo to the president three years ago, and that a lot of language comes from outside studies done on the Statewide Offices (MacTaggert/Rogers report, Fisher report). Tara also noted the resolution addressed a white paper shared by UA CFO Myron Dosch at the March Board meeting that discussed the shared services model used by the Oregon system. Tara noted the faculty thought there was a lot to learn from the Oregon model and models used by other state systems. She noted the resolution was trying to get the Board to think of other options for meeting the current funding level. The resolution also noted the recommendations of the SW Transformation Team were not followed up on by the new president. Tara also mentioned a forum in Anchorage on March 21 that

discussed the economic impact of UAA on the city. Tara noted she had received an update from students and faculty in attendance and that there appeared to be a good deal of respect for higher education within the community.

5.3. Staff Alliance

No staff members were present to provide an update. Morgan noted the Staff Alliance was working to finalize a compensation recommendation and were continuing to work with the JHCC on health care updates. She also noted the Alliance would be reviewing a resolution proposed by UAA members to have the Outlook Exchange email server turned back on at the Anchorage campus.

5.4. Coalition of Student Leaders

Colby noted the Coalition would be sharing its survey on student perspectives on athletics at UA, following a request from a regent at the March Board meeting. The survey will be shared with the president, the regents and system governance leaders. Regarding Title IX at UA, Colby noted he had met recently with the new Title IX officer, Mary Gower. At their meeting, he discussed how important Title IX issues are to students and what a great affect it can have on a student. Colby noted the Coalition has a Title IX committee that is planning to propose a 1-credit course on campus safety. He also noted the Governor's office is working to name a new student regent. Kate asked if the Governor still planned on rotating the student regent seat amongst the three universities; if that were the case the next student regent would be from Juneau. Tara asked if the 1-credit course would be available for minors taking university classes.

6. New Business

6.1. Questions on Shared Governance at UA   Reference 3

Kate asked if the other groups planned on developing a response for each question. Tara and Colby noted they were planning on it, and Morgan noted she thought the Staff Alliance would as well. Colby noted the other groups are based on constituency perspectives so he wasn't sure how the Council would better inform those perspectives, other than to offer the alumni opinion.

Regarding what could be improved, Tara noted clearer instructions and requests from administration would be helpful.

Members engaged in a discussion of how the Council can be effective is sharing the governance perspective, without being redundant. Kate suggested the creation of an alumni governance group, similar to other constituent groups, that would work with the System Governance Office. Kate noted, as it stands now, she has benefited from participating in the System Governance Council but is still unsure on what the Council adds to the governance process at UA.

Tara noted the president had proposed increasing membership on the Summit Team to include members of governance and that may take the place of some of the functions of the System Governance Council.

Morgan noted an alumni group could be added to University Regulation and receive approval from the president, rather than having to go to the Board to change policy. Rachel noted she had done some work on this issue when she was chair of the Council and she would share with the rest of the group.

7. Public and Guest Comments
    7.1. Robbie Graham – Drive Change Campaign   Website
        AVC Graham noted the Drive Change campaign is being done as a precursor to a fundraising campaign that the UA Foundation will lead. The campaign is supposed to highlight the important role the university plays in educating Alaskans and developing the future workforce for Alaskan industry. Robbie noted the University is working within an increasingly competitive market—there are a lot of universities trying to recruit Alaskan students to attend out-of-state schools, especially with regard to vocational programs. Robbie noted the campaign won't stop at Drive Change but will continue to develop to address degree completion, workforce needs in Alaska, and future education trends. They are still working on building the constituency (the Change Force) and will have additional communication to them in the coming months. As part of the campaign, there will be a presidential scholarship offered to a future student interested in becoming a teacher. The campaign focuses mainly on social media and radio, however, there have been a couple TV ads. To date there are about 100 Change Force members, 200 Facebook sign ups, and nine thousand page views. The deadline for scholarship application is April 15. UA Scholars is running that piece of the campaign. Tara asked if there were ad targets outside of Alaska; Robbie noted not at the moment and that the Student and Enrollment Strategy office was working on enrollment strategy. Rachel asked what metrics are being used. Robbie noted it was a combination of number of people enrolled in Change Force, number of participants in forums/salons (forums held in private homes), and post campaign polling to see if they change from the pre-campaign opinions.

    7.2. Mary Gower – Changes to Title IX   Website
        Mary noted she started in her new role in February, around the same time the University entered into a voluntary resolution agreement with the Office of Civil Rights (OCR). Mary is working with Title IX coordinators at each campus to ensure they meet the standards in the OCR agreement. Significantly, redoing policies and procedures, also revising publications to meet OCR standards. There are numerous deadlines within the agreement. The first being May 1 when new policies will need to be completed (although not approved). UA has contracted with an outside firm to redo those policies and procedures. Mary noted she has not yet seen a first draft, however, she is already building in governance review to their timeline and hope to have drafts to governance as soon as possible. The aim is to have the policies approved at the June Board meeting so that they can be implemented prior to the start of AY18. Unfortunately, there are not lengthy response windows—it will need to be a rather rapid turnaround. Mary noted she anticipates the first draft will be reviewed by UA General Counsel and campus Title IX coordinators, after which they will return changes and questions to the consultants, and then she will share the second draft with governance and other university stakeholders. Another key change surrounding Title IX at UA is a climate

survey. Mary noted she is working with UAA Justice Center to hold the climate survey in October 2017 (an annual survey is required as part of the OCR agreement). There will also be and focus on increased training, first for Title IX staff and then spread out to other staff and students. There are roughly 11 significant projects listed within the OCR that need to be started immediately. Mary noted she is also working on review and new actions for the 23 cases identified by OCR as being mishandled or need additional action from UA. There are training deadlines over the summer, and then end-of-year deadlines for case review. Mary encouraged SGC members to interact with their local Title IX coordinators as well as help spread the word and share new materials with their constituents to help with reporting and awareness. Robbie noted the PR Council is working on ways to encourage additional outreach and communication to key stakeholders. Mary noted Haven training is online for UA employees and encouraged members to take it.

8. Agenda Items for the Next Meeting
   8.1. Review of BOR public testimony – change back to testimony at the meetings in addition to call-in testimony?
   8.2. Adding a member of the faculty to the Board of Regents

9. Information from Reports/Roundtable/Announcements

10. Adjourn
   Rachel moved to adjourn, and was seconded by Tara. The meeting adjourned at 11:10 a.m.

Shared Governance

Board of Regents
University of Alaska

March 2, 2017

Overview

1. Preview of Discussion Topics
2. Legal Authority and Responsibility
3. Institutional Accreditation
4. Board of Regents Policy and Regulation
5. Roles
6. Examples
7. Discussion

Preview of Discussion Topics

- What about our shared Governance system is working well?

- How can the Administration more effectively:
  - Solicit advice and counsel from Governance organizations on matters of importance or interest to them?
  - Communicate with Governance organizations on issues of importance to the university community?

- How can Governance organizations more effectively:
  - Provide advice to the Board of Regents and the Administration on organizational and other matters?
  - Communicate with its constituencies on issues of importance to the university community?

Legal Authority and Responsibility

- The Framers of the Alaska Constitution included express provisions for the Board of Regents and the President:

    The University of Alaska shall be governed by a board of regents. The regents shall be appointed by the governor, subject to confirmation by a majority of the members of the legislature in joint session. The board shall, in accordance with law, formulate policy and appoint the president of the university. He shall be the executive officer of the board. (Alaska Constitution Article 7, § 3.)

- The Board of Regents and university president have legal authority, as well as legal responsibility, for governing and administering the university.

- The University is governed by the Board of Regents. The Board is charged with formulating policy for the University (Constitution, Art VII, Sect. III; AS 14.40.120.)

- The president is the chief executive of the University System (Constitution, Art VII, Sect. III; AS 14.40.120; Regents' Policy 02.01.010) and has specific authority to appoint and terminate officers of the University at the pleasure of the president.

Institutional Accreditation

2.A.1 The institution demonstrates an effective and widely understood system of governance with clearly defined authority, roles, and responsibilities. Its decision-making structures and processes make provision for the consideration of the views of faculty, staff, administrators, and students on matters in which they have a direct and reasonable interest.

2.C.5 Faculty, through well-defined structures and processes with clearly defined authority and responsibilities, exercise a major role in the design, approval, implementation, and revision of the curriculum, and have an active role in the selection of new faculty. Faculty with teaching responsibilities take collective responsibility for fostering and assessing student achievement of clearly identified learning outcomes.

2.C.11 The related instruction components of applied degree and certificate programs (if offered) . . . but each approach must have clearly identified content and be taught or monitored by teaching faculty who are appropriately qualified in those areas.

3.A.1 The institution engages in ongoing, purposeful, systematic, integrated, and comprehensive planning that leads to fulfillment of its mission. Its plans are implemented and made available to appropriate constituencies.

3.A.2 The institution's comprehensive planning process is broad-based and offers opportunities for input by appropriate constituencies.

4.A.2 The institution engages in an effective system of evaluation of its programs and services, wherever offered and however delivered, to evaluate achievement of clearly identified program goals or intended outcomes. Faculty have a primary role in the evaluation of educational programs and services.

4.A.3 The institution documents, through an effective, regular, and comprehensive system of assessment of student achievement, that students who complete its educational courses, programs, and degrees, wherever offered and however delivered, achieve identified course, program, and degree learning outcomes. Faculty with teaching responsibilities are responsible for evaluating student achievement of clearly identified learning outcomes.

Board of Regents Policy and Regulation

- The Board of Regents, through policy, has provided for shared governance, declaring that:

    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. (Regents' Policy 03.01.010.)

- Governance carries out its functions "subject to the authority of the board, the president and the chancellors." (Regents' Policy 03.01.010.D.).

- That same policy sets out five Governance "purposes." Those purposes provide for faculty, staff, and student organization participation and advice to the president and chancellors, while the latter retain administrative authority and responsibility. Governance organizations:

    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. (Regents' Policy 03.01.010)

Roles

Board of Regents	• Governs the university • *Governs the university through direction to Administration and through policy, either on its own initiative or upon recommendation from Administration.*

Administration	• Manages the university
	   • *Makes recommendations to Board of Regents on matters reserved to the Board of Regents, with consideration to advice from Governance organizations*
	   • *Makes decisions within its scope of authority, with consideration to advice from Governance organizations*

Governance	• Advises the university
	   • *Provides advice to Board of Regents and Administration on matters within their respective scopes of authority*
	   • *In response to initiatives from Board of Regents and/or Administration, or at its own initiative with approval, initiates and/or implements curricular and other changes within its scope of authority*

Examples

	Roles		
	Board of Regents	**Administration**	**Governance**
• Regents Policy	Decides	Proposes and implements	Advises
• University Regulation	Is informed	Decides, informs & implements	Advises
• Organizational Structure	Decides in cases required by BOR Policy	Proposes and implements in major cases; decides in smaller cases	Advises
• Academic Programs	Decides	Initiates, supports, approves, and implements	Proposes, advises, reviews & approves
• Curriculum	Informed	Approves	Approves
• Calendar	Decides	Proposes and implements	Advises
• Tuition	Decides	Proposes and implements	Advises
• Admissions Requirements	Delegates to Administration	Approves	Approves
• Academic Program Design	Delegates to Administration	Reviews and approves	Designs, reviews, and provides final approval
• Academic Course Design	Delegates to Administration	Reviews and approves	Designs, reviews, and provides final approval

Discussion

- What about our shared Governance system is working well?

- How can the Administration more effectively:
  - Solicit advice and counsel from Governance organizations on matters of importance or interest to them?
  - Communicate with Governance organizations on issues of importance to the university community?

- How can Governance organizations more effectively:
  - Provide advice to the Board of Regents and the Administration on organizational and other matters?
  - Communicate with its constituencies on issues of importance to the university community?

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, though 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:

26535CCA4E66470...

January 24, 2017

_____   _____   _____
Nate Bauer, President, UAF Staff Council   Date

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. Additionally, Staff Alliance approves a resolution supporting the development of a comprehensive approach to email, calendaring, and collaboration statewide.

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 inefficiency and increased work loads can be demonstrated by the following comments made by UAA staff members in response to surveys administered by Information Technology Services (ITS) and UAA Staff Council:

- "We no longer have a department email address with it's own log-in. This is horribly challenging. We have student workers answer emails from employees (current, past, and prospective). I don't want them to be delegates on the account because we don't want them to access that account outside of our office. So, our only solution is that our staff members have to monitor the account. Again, a huge waste of time and inefficient use of our resources."

- "[The migration] has created the need for duplication of work associated with repetitive emailing to ensure receipt, no shared directory listings, difficulty in managing form responses to students, etc. This Suite was clearly designed for individual use, and later combined to support larger communities, it is not an enterprise ready solution."

- "The switch to Gmail has impacted us most significantly in the areas of mail merge (sending mass emails) and templates. As you're well aware, Gmail limits the number of emails we can send in a day, which is particularly problematic when we send out notifications to hundreds and sometimes thousands of students.

  Multiple areas within our office were heavy users of Outlook templates. Since departmental accounts aren't stand-alone accounts, we automatically lost many Outlook features, include the ability to create templates. As I understand it, our IT office chose or were told to create departmental accounts as authorized user accounts instead of stand-alone accounts. [I may not be using the correct terminology, but it's close.] This was the wrong move and has negatively impacted users.

  Some users have opted to use Outlook for Gmail. They are able to continue enjoying some of the Outlook features the rest of us miss, but it's also complicated things because Gmail and Outlook for Gmail don't always work well together. Calendar invites are especially problematic.

  To be fair, there are aspects of Gmail that I appreciate. As soon as I was migrated last July, I dove right in and haven't looked back. I'm very accustomed to Gmail now and have

figured out how to make it work for me and improved efficiency. However, many staff continue to struggle with it and express great frustration. If I were to sum up the Gmail experience...

Gmail has decreased efficiency, increased frustration and negatively impacted morale."

- "I have used Gmail for my personal email for almost 10 years and it's just fine, this is not a "learning new platform" issue. For professional use it completely bites because we have NONE of the things that Outlook afforded us with a click.

    1. We have to send out notifications to students individually and manually rather than using mail merge. Because we are HUMAN, we have made typos on student names, universities, links… what have you and it's embarrassing. We double-check our work but still…..human error.
    2. We cannot track what messages have been responded to, or when, if they are still in the inbox. There are several of us in email & sometimes we overlap.
    3. We cannot easily follow up on messages, set reminders, flag (there are ways, yes, but they are awkward and do not work effectively in Gmail).
    4. It loses all formatting and hyperlink capabilities when you copy/paste and no templates can be saved in email (see #1 complaint above).
    5. NO ADDRESS BOOK/DIRECTORY access. You have to look each person up in the directory in order to find their email.
    6. Saves EVERY SINGLE student you have ever sent email to in your contacts, however, and you have to be extraordinarily careful not to send email to the wrong person/student if it auto-populates."

- "One of the biggest issues we've had migrating to Gmail is the loss of Outlook templates for use in our departmental email account. We have templates for almost all of our outgoing correspondence to students, mainly emails. We are able to use Outlook with our personal email accounts and connect the delegated departmental account to Outlook. However, if we send a template from Outlook from the delegated account, the message ends up in the sent folder for the personal email account instead of on the departmental email sent folder, so we are unable to track correspondence sent by others in the same department. Access to these sent emails can be crucial in helping students. In order to have access to all of the outgoing departmental emails, we now have to copy and paste each email template and subject into a new email in Gmail instead of just double clicking a template. It may not seem like a lot of extra steps, but with 2600 graduation applications and 3700 petitions in 2016, the few extra steps on 6000+ emails (not including degree awarded and not-awarded emails) do add up. Gmail does offer "canned responses" which are similar to templates, but these are not accessible through the delegated departmental accounts."

- "Many of the features I was able to use with Outlook are unavailable, or difficult to set up using Gmail. The first that comes to mind is a form that I have to send out several times a week. There is a spreadsheet embedded in the form. Since moving to Gmail I have had to remember to convert it to PDF and save to a secondary file before sending, or the spreadsheet isn't included in the attachment. I have also been unable to set up the university logo to show in my communications, and as far as I can tell, this is a common problem. I haven't been seeing many logos in communications from around campus. In my opinion this is unprofessional."

- "We are dreading the conversion of our departmental accounts. We have to send thousands of emails out a time – on almost a daily basis – and we're soon going to have to start sending them out in batches of 500 due to google limits…", and

WHEREAS more than 70% of respondents in a recent survey administered by ITS stated their email experience is worse after the transition to Google Mail, and

WHEREAS approximately 65% of respondents in a recent survey administered by ITS stated they were slightly to extremely dissatisfied with Google Mail (approximately 36% stated they were extremely dissatisfied), and

WHEREAS more than 60% of respondents in a recent survey administered by ITS stated their calendaring experience is worse after the transition to Google, and

WHEREAS approximately 60% of respondents in a recent survey administered by ITS stated they were slightly to extremely dissatisfied with Google Calendar (approximately 33% stated they were extremely dissatisfied), and

WHEREAS ITS has compiled the following list of missing functionalities and issues with syncing Gmail and Outlook:
> Attachment limit is 25 MB
> Gmail does not accept special characters in labels/folder names
> Message importance level
> Can't hide private events from delegate
> Can't assign granular permissions to Gmail delegates
> Calendar items do not accept attachments
> Voicemail forwarding, message light integration, transcription
> Nested folders are not supported in Google
> User Calenders are not viewable by default
> Outlook sync errors are common and cannot be resolved
> Calendar events are arriving from delegate and not organizer
> Only some shared calendars sync with Outlook
> Out of office setting in Outlook
> Deleting calendar invites in Outlook mail
> Rich content in calendar events
> Tentative or Out of Office status
> Drafts saved in Outlook don't sync to Gmail
> Messages I move out of my Outlook Sent Items folder later reappear there
> Can't view .msg or .eml file
> Some of calendar, contact, notes, or tasks folders don't sync
> Deleting folders in Outlook does not remove the label in Gmail
> Outlook for Mac does not sync with Google Calendar
> Skype's presence functionality not compatible with Google Calendar
> Skype will not display any events under Meetings
> Scheduling a Skype meeting with Google Calendar
> 500 max recipients
> Follow up flags
> Public folders

WHEREAS the transition to Google Mail has not resulted in any reported or estimated budget savings for the System due to both servers still remaining in operation, and

WHEREAS the transition to Google Mail has cost UA more money due to the fact that the Exchange servers are still operational and being filled with emails that are not being checked causing storage capacity expansions, and

WHEREAS there is no timeline to shut down the Outlook servers due to the need to permanently maintain documents under the Records Retention Policy, as well as General Counsel's need to utilize the emails for discovery, and there is no way for ITS to discern which emails need to be retained, 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 members have raised legitimate concerns about the security of Google Mail and its compliance with FERPA and HIPAA standards, and

WHEREAS staff members who handle personal health information (PHI) are still utilizing Exchange due HIPAA compliance issues, and

WHEREAS Google Mail does not have the same data protection and prevention loss features Exchange has used in preventing the improper sharing of PHI, and

WHEREAS Google Mail does not separate roles between students and staff members creating a FERPA compliance issue when staff members leave their positions to return as students and still have access to their staff level data, and

WHEREAS Staff Council at UAA approved a similar motion with 16 in favor, 1 opposed, and 0 abstentions;

THERFORE, 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, and

THEREFORE, be it further resolved that Staff Alliance supports the development of a comprehensive, statewide approach to email, calendaring, and collaboration, and strongly requests that this process include a cost analysis of all options explored. Furthermore, Staff Alliance resolves that the individuals participating in the development of this approach come to the table without preconceived notions or biases towards any one system.

This resolution shall be effective immediately upon passage.

Respectfully Submitted,

DocuSigned by:

Elizabeth Winfree

8B0065C3BAAF4CF

_____

Elizabeth Winfree, UAA Staff Council Co-President

March 7, 2017

_____

Date

DocuSigned by:

Ryan J. Hill

7A27C08F510C49F...

_____

Ryan J. Hill, UAA Staff Council Co-President

March 7, 2017

_____

Date