



Minutes

Staff Alliance

Friday, April 19, 2019

10 a.m. – 12 p.m.

[Google Meet](#)

1-605-412-8063; PIN: 422 645 103#

(Please mute unless speaking.)

1. Call to Order and Roll Call

Meeting came to order at 10:02 and quorum was established.

Voting Members:

Kiwana Affatato, Vice President, UAS Staff Council

David Felts, President, UAS Staff Council

John Moore, Co-President, UAA Staff Council

Mathew Mund, President, UAF Staff Council

Monique Musick, Vice President, SW Administration Assembly

Carrie Santoro, Vice President, UAF Staff Council

Mike Swanson, Acting Co-President, UAA Staff Council

Josh Watts, President, SW Administration Assembly

Staff:

Morgan Dufseth, Executive Officer, System Governance

2. Adopt Agenda

The agenda was amended to add membership discussion before chair's report. Mathew moved, seconded. No objections.

3. Approve [February 15](#) and [March 21](#) Minutes

Mathew moved to approve both minutes, seconded. No objections or changes.

4. Public and Guest Comment

None given.

5. Membership

Mike Swanson will take over as co-president for UAA Staff Council. He was unable to attend today but will be included on future communications. Brenda may return in the future.

John will take over Brenda's duties as vice chair for the time being. Brenda also served on the HR Council - Monique volunteered to take that on.

6. Chair's Report

Josh Watts

I met over the phone with President Johnson today, and he gave me some updates on the work that he and his team have been doing over the past few weeks. To be frank, there wasn't really anything that wasn't publicly available via BOR meetings and such, and with a legislative update scheduled for our meeting on Friday, it seems like it would make more sense to let Monique (or Miles, if he's available to make it) give us a current update. That being said, some brief talking points:

- Intent language present in budget proposal coming out of House may require some organizational changes. This intent language isn't present in the budget proposals/amendments/whatever made by the Senate or the Governor's Office.
- There generally seems to be support for UA from Senate and House, but the Governor has been 'tough to read.' President Johnson had a meeting with the Director of OMB, who came into the room with a necklace that had a red pen dangling from it. Seems fairly ominous.
- Compensation/Equity is a priority. If/when we receive cuts, President Johnson intends to see that any Equity issues are resolved as a priority, unless directed otherwise by the Board.
- Two Board members up for confirmation: Hargraves and Bania. It is expected they will be confirmed with no issue.
- There are proposed changes to the Alaska Performance Scholarship that could negatively impact our budget. We apparently receive something close to \$18mil in funding through that program, so it could be impactful.

I'm looking forward to talking to the team about how we can improve communication and collaboration between our various Staff Councils, and potentially with our Faculty and Student counterparts as well. Morgan's already got some time set aside on our agenda to discuss that, so hopefully we can make some improvements!

7. New Business

7.1. Staff Council Collaboration and Staff Alliance Role in Governance

Members agreed to roll this issue into a process committee; SA should serve as the launch pad for issues; also due diligence of Alliance members to take issues back to their staff councils and communicating through the networks, allowing for feedback and discussion. Monique suggests two paths--ideal process and then an expedited process for when there isn't enough time for the full review. Members will check with their staff councils and report back at the next meeting who would like to participate. Mathew also invited other staff council members to attend the UAF Staff Council meetings, to help build connections and increase communication.

7.2. April 8 BOR Update – [UAA SOE Decision](#)

UAA Staff Council is working on a response to the Board, mostly about budget and single accreditation but also regarding the decision about currently accredited

programs that will be made later this summer; implications for everything else-- courseblock alignment, credit hours, fee payment alignment, etc.

BOR recordings – Members discussed the unofficial recordings the former Faculty Alliance chair had been making. He has left the university and is currently unable to make further recordings (just due to getting his internet and personal computer set up). Members agreed it was important for the meetings to be recorded beyond just the official minutes. They discussed the System Governance Council resolution from April 2018 and the Board’s subsequent response and agreed to draft a resolution asking again for the Board to make and post official recordings. Morgan will set up a draft resolution and members will consider it at the May SA meeting

8. Ongoing Business

8.1. FY20 Budget Scenarios – [Johnsen’s April 8 presentation to the BOR](#)

Members reviewed slide 21 and the four options for different unrestricted general fund levels. The Board will review revised options at its May 9 meeting in Anchorage.

8.2. Legislative Update – [Capitol Report](#)

Monique reported the land grant bill is moving forward. The Senate Finance Committee voted to bring UA funding back up to \$322M (a \$5M cut from FY19 funding levels). The privately-funded advocacy campaign is currently working to identify “authentic community voices” such as teachers, businesses, etc. who can attest to the benefits of the university; after that will work to influence the veto dialogue.

8.3. Staff Make Students Count Update

Josh is still planning to talk to the president about the Statewide nomination.

9. Staff Council Reports – Written Reports

9.1. UAA Staff Council - John Moore

I have attached a link to our last agenda below which contains more details. The chief topic and one that I believe does need to be an official agenda item for us would be regarding UAA Staff Council leadership. Mike Swanson is currently acting in the official capacity as Co-President for non-exempt staff while Brenda is on extended leave. I think that I will introduce him to you Morgan and you can welcome him to the group with this agenda. I am not sure that he will be able to attend this meeting as his schedule is quite busy. However we should include him in any official correspondence until Brenda has returned or we have seated a new Co-President (which should occur July 1). Unfortunately he has resigned effective June 1 so we may be muddling through this for some time. I am unsure when Brenda will return, it may be soon and we will need to undo all of this. Brenda is still answering e-mail to my knowledge so if you were working with her on something personally you may still be able to but until further notice Mike will have the official capacity for our non-exempt leadership. Regarding Brenda's other responsibilities, thus far I have taken them on. For this group I believe her responsibilities included a seat on the HR Council and Vice-Chair. I would be

willing to fill these roles or any others for our group on an interim basis as well if we think this is the best course of action. Other items of interest for our Council include a round table discussion on the budget which has taken the form of a possible letter to the Board/President/Chancellor, it has been both a very interesting and frustrating exercise at the same time. Hearing everyone's opinions is great but realizing that there is no easy solution even from our own perspective is tiring. Much of our discussion has focused on single accreditation or variations of it and the intent language the House has proposed as well as the unofficial feedback we getting from Juneau will only further fuel that discussion. Possibly something for our group to discuss also but the futility I feel from of our exercise makes me hesitant to recommend. Our morale survey from November is online if I had not mentioned that already, I will share that link as well. Our professional development program has been a big success thus far. We will likely not be having an appreciation day/development day or even an event this year for the first time perhaps ever which is very unfortunate. We have a mentor program that we are almost ready to launch but are thinking that the Fall is better timing to begin. We did talk about the UAF memo and resolution to Staff Alliance and there was considerable frustration focusing on a lack of non-exempt representation. I want to do whatever is possible to improve our communication and I think we should focus on our own subcommittees. I will not have a report for our compensation committee as we decided to table those discussions while dealing with the budget crisis but I think that we should set aside some time tomorrow to address when we do want to meet again and if so what we want to put back on the table. I am not sure what this written report was supposed to look like exactly but I have given it a try, sorry if this was not supposed to be the intend format.

[UAA FY19 Moral Survey](#)

[UAA Staff Council Agenda 4/4](#)

9.2. UAF Staff Council – Mathew Mund

This is what we are up to:

- Temporarily replaces Safety Minute with Moral Minute on our agenda to continue our focus on Moral issues.
- ParlaMinute – (ongoing in-meeting education series) focuses on Motion types.
- Chancellor shared about the budget, morale forum, and strategic planning.
- Morale Forum – very well attended, shared moral survey information and heard from Chancellor, Provost, HR Director and VC Peters. Overall it seemed well received and good questions were answered. We are working on follow-up and working out anything that should be improved for the future.
- Budget – work on communicating out that UAF has a diverse funding structure to those within and out of the organization. There is a misunderstanding how much the state funds support UAF.

- Enrollment – Admissions continues to make updates to the admissions website to make information more accessible.
- Accreditation – We are in the process of getting the word out. Physical signage all around campus and included in multiple organizations.
- Performance Evaluations – New template from UA HR is out and should be used. PE's due June 30.
- Waste and abuse reporting - Looking at current ways we report waste and abuse. Are there barriers to report? What happens to this information after it is reported.
- Pre-Approved career advancement plans – in recent trainings with statewide HR, it came to light that the key to career advancement plans that include compensation increases is to have them pre-approved by HR. The tool used was called a Career Ladder. Working on ways to get this information out.
- UAF HR Director mentioned that they are moving toward using 360 performance evaluations. This would be a big change from current top down process.
- UAF HR also planning to train employees on what it means to have work/life balance. This points that some may not know what a balance means.
- UAF Staff Council Heart Walk Team – In support of Chancellor White's Heart Walk challenge, Staff Council is organizing a heart walk team to allow all staff members to participate if there is not a local team established.
- All Staff Council Call – the president of Staff Council is calling all staff council representatives to check-in and have a one-on-one conversation to ensure their voice is heard if they do not feel comfortable at the main meetings.
- Meningococcal Immunizations Requirement for housing – no objection from UAF.
- Had guest speaker from UAF Development & Alumni Relations – it has been a great year for UAF (\$15 million so far!) Main purpose is to create connections with the ultimate goal of connect funding challenges with outside funds!
- Resolution in Opposition to UAA's FY18-08 Resolution – briefly discussed our continued desire to collaborate more closely on issues like this. Invited UAA to Staff Alliance Meeting and April General Meeting.
- Will elect FY20 President and VP at May meeting.
- Staff Council Sponsored Blood Drive, Easter Egg Hunt, Zeroth Annual Learnies Awards.
- Zeroth Annual Learnies Awards – a collaboration with Faculty Senate to celebrate the accomplishments of Staff and Faculty together at the UA Museum of the North. April 25.
- In celebration of the Blue and Gold Friday's Proclamation, the UAF Bookstore is giving 20% off coupons for apparel during the Month of April.
- FY19 UAF Moral Survey going out late April and will close mid May.

- Staff Recognition & Development Day: Held in May, will include longevity awards and an afternoon of development. This year rural campuses will have the opportunity to present at Staff Recognition & Development Day. These presentations will take place for 45 minutes during the day's activities, and will include speakers from 8 of UAF's rural campuses, outlining what they do for UAF!
- We would love to have UAS and UAA rep to attend our May 14th meeting. Sent April 10th. Please let me know if you can attend!

9.3. UAS Staff Council – Kiwana Affatato

Our last Staff Council meeting was April 12

- The search for the new Vice Chancellor for Enrollment Management and Student Affairs is underway.
 - The first candidate (Lori Klein) was in Juneau Monday, April 15, to give a presentation, and met with staff and the hiring committee. Lori then traveled to Ketchikan and met with staff there (Sitka joined via video conference)
 - The second candidate (Ann Parker) was in Juneau Thursday, April 18 to give a presentation, and met with staff and the hiring committee. Ann will travel to Ketchikan and met with staff there April 19 (Sitka will join via video conference)
 - The third candidate, (Eric Scott) will follow the same itinerary on Monday, April 22, with travel to Ketchikan after the Juneau visit.
- The Financial Aid Director position has not been posted. From our understanding, it is not being posted until UAA fills its FA Director position (to avoid competition conflict).
- We have a new Title IX Deputy Director (Chase Parkey)
- The UAS institutional accreditation visit is April 24, 25, and 26
- UAS Staff Council will meet with the accreditation committee on April 25 F. The UAS Staff Council Staff Excellence award was decided last week. We had a large number of nominations and will announce the award winners during our Staff Development Day
- Staff Development Day will be either the week of May 13 or the week of May 20 (we usually do two half-days)
 - On day one, we will present the results of our morale survey to staff members, followed by an open forum with the Chancellor and HR.
- Staff Council elections will take place the first week of May
 - Call for nominations will go out next week
 - The Juneau Member at Large, Sitka Member at Large, and Vice President positions will be open

9.4. SW Administration Assembly – Josh

Sara Rodewald from HealthyRoads talked to SAA reps. VP Layer talked with reps about upcoming BOR meeting and budget scenarios. My Future Alaska (UA Gateway) is now live. Also discussed executive SMSC nomination and decided not to review or forward it. Elections are underway for the next set of representatives. SAA will be electing seven new representatives and two alternates. There are four current representatives who are not seeking re-election.

10. Staff Alliance Committees

10.1. Staff Health Care Committee – has not met; Morgan will get them together in the next couple weeks

10.2. Compensation Committee – has not met

10.3. Morale Committee – met and reviewed common system questions for morale surveys

10.3.1. System-wide morale [survey questions](#)

10.3.2. Approve SAMC [purpose and membership statement](#)

11. External Committees

11.1. Joint Health Care Committee – Met April 17

Third quarter costs are up due to large claims which isn't the best; hoping claims will settle down for the fourth quarter. If the committee had known about these claims when they were looking at rates, they would have likely increased the rates. The committee is still planning on a rate holiday for beginning of next year, however, it will likely only be for one pay period. Prescriptions costs are still one of the major drivers of plan cost—the committee is planning to target local doctors to educate them on alternatives. UA Benefits is still encouraging more plan users to sign-up for electronic EOBs—if we reach 40% we will get an additional \$1 off per member. Plan RFP were reviewed and Premiera was selected again for medical and prescription—there was competition from Aetna but the cost wasn't so great to justify the member disruption. Vision will stay with the same vendor as well. The next plan is to look at the wellness vendor and evaluate the 15 proposals that were submitted.

12. Announcements

12.1. Wellness Rebate Requirements due by April 30

12.2. Open Enrollment – Now through May 10

13. Agenda Items for May Meeting

13.1. Land grant issues – Andy Harrington

13.2. Performance evaluation discussion – Michelle Pope

14. Adjourn

Mathew moved to adjourn. The meeting adjourned at 12:06 p.m.