GOVERNANCE BASICS

SYSTEM GOVERNANCE AT THE UNIVERSITY OF ALASKA

STAFF ALLIANCE CONSTITUTION & BYLAWS

BASIC RULES RELATING TO SA

SA CONSTITUTION

IN the CONSTITUTION
- The name of the body

  (Staff Alliance of the University of Alaska)
- Where it receives its authority

  (from the UA BOR)
- Who it communicates with

  (UA President and Board of Regents)

SA CONSTITUTION

PURPOSES

- Opportunity for UA staff to play a meaningful role in matters affecting their welfare

- Provide consultation to the UA president and BOR

- Address matters through legislative action

- Advise the UA president and VPAAR

- Communication to UA staff information of interest

- Provide representatives to UA System Governance Council

SA CONSTITUTION

RESPONSIBILITIES

Include but not limited to:

- Staff affairs personnel policies and regulations
- Compensation
- Benefits
- Any other issues affecting the work environment and general welfare of university staff

SA CONSTITUTION

MEMBERSHIP

- Two representatives from UAA, UAF, UAS, and SW

- Local groups decide on representative selection

- Representatives serve a 1-year term (minimum)

- Any other issues affecting the work environment and general welfare of university staff

SA CONSTITUTION

OFFICERS

The chair and vice chair are elected annually from current Alliance members. Officers serve a term of one year or until a successor is elected.

SA CONSTITUTION

MEETINGS

The Staff Alliance is required to meet at least six (6) times per year.

All meetings are open to the public.

SA CONSTITUTION

QUORUM

A quorum of five members, with at least one member from each campus, will be established in order to conduct business.

SA CONSTITUTION

PARLIAMENTARY AUTHORITY

The most recent edition of Robert's Rules of Order serves as the parliamentary authority for all Alliance meetings.

SA CONSTITUTION

REVIEW & TRANSMITTAL

The Staff Alliance has forty (40) days to respond to proposals and issues affecting university system staff.

SA BYLAWS

IN the BYLAWS

- Section 1. Officer Duties
- Section 2. Meetings
- Section 3. Quorum
- Section 4. Parliamentary Authority

SA BYLAWS

Section 1. Officer Duties

– Chair: preside over meetings, represent the Alliance, and serve as primary contact to the UA president and Board of Regents

SA BYLAWS

Additional chair duties not in bylaws

- Write and give governance report at BOR meetings
- Meet monthly with UA president
- Serve on System Governance Council

SA BYLAWS

Section1. Officer Duties

– Vice Chair: fill in if the chair isn't available

Both officers serve on the System Governance Council

SA BYLAWS

Section 2. Meetings

- Public Meeting Notice & Open meetings

- Agendas & Minutes

- Executive Session

- Roll Call Vote

- Meeting Format

SA BYLAWS

Section 3. Quorum

- Voting by proxy is allowed, however, members must notify the chair of their substitution in writing in advance of the meeting.

SA BYLAWS

Section 4. Parliamentary Authority

– Time Limits

– Actions – motions and resolutions will be forwarded to the UA president no later than ten (10) days after the meeting

STAFF ALLIANCE

PROVIDING INPUT AND REPRESENTATION ON ISSUES THAT IMPACT STAFF AT UA

STAFF ALLIANCE

COMMITTEES

– Staff Health Care: provide input on the staff health care and benefits package; communicate to UA staff

– Compensation: provide recommendation on compensation increase to UA president

STAFF ALLIANCE

POLICY & REGULATION REVIEWS

- Review proposed changes or new drafts
- Respond within thirty (30) days
- Can request an additional thirty (30) days

STAFF ALLIANCE

ALLIANCE LEGISLATION – PRESIDENT

– Sent to the president for approval

– President has forty-five (45) days to respond

– Generally consists of approval, rejection, or modification of the Alliance proposal

STAFF ALLIANCE

ALLIANCE LEGISLATION – BOR

– Sent to the BOR for approval

– Regents have ninety (90) days to respond

– Generally consists of approval, rejection, or modification of the Alliance proposal

STAFF ALLIANCE

STAFF MAKE STUDENTS COUNT

– UA President's Staff Award

– Staff members who have made a contribution to the student experience

– Solicitations made by Staff Alliance

– Local groups make award recommendations

SYSTEM GOVERNANCE AT UA

SYSTEM-WIDE GROUPS FOR SYSTEM-WIDE ISSUES

SYSTEM GOVERNANCE

Chapter 03.01 – Faculty, Staff, and Student Governance

REGENTS' POLICY
- Establishes authority of groups

UNIVERSITY REGULATION
- Details specific rules for system and MAU governance

SYSTEM GOVERNANCE

Chapter 02.06 – OPEN MEETINGS

REGENTS' POLICY

– Notes UA will conduct open meetings in accordance with Alaska Statute 44.62.310 (Alaska Open Meetings)

UNIVERSITY REGULATION

– Provides parameters for open meeting notices

SYSTEM GOVERNANCE

OPEN MEETINGS

- – Three (3) days notice

- – Public online posting

- – Held in publically accessible location

- – Does not require advance agenda

- – Does not require distance participation

SYSTEM GOVERNANCE

UA System Governance is comprised of:

- Staff Alliance
- Faculty Alliance
- Coalition of Student Leaders
- System Governance Council

These groups take up matters that affect the university system as a whole.

SYSTEM GOVERNANCE

STAFF ALLIANCE

– Eight (8) staff representatives

– Two from UAA, UAF, UAS and SW

– Works on system-wide staff initiatives

– Reviews policy/regulation changes

SYSTEM GOVERNANCE

FACULTY ALLIANCE

– Nine (9) faculty representatives

– Three from UAA, UAF, and UAS

– Works on system-wide faculty or academic related initiatives

– Reviews policy/regulation changes
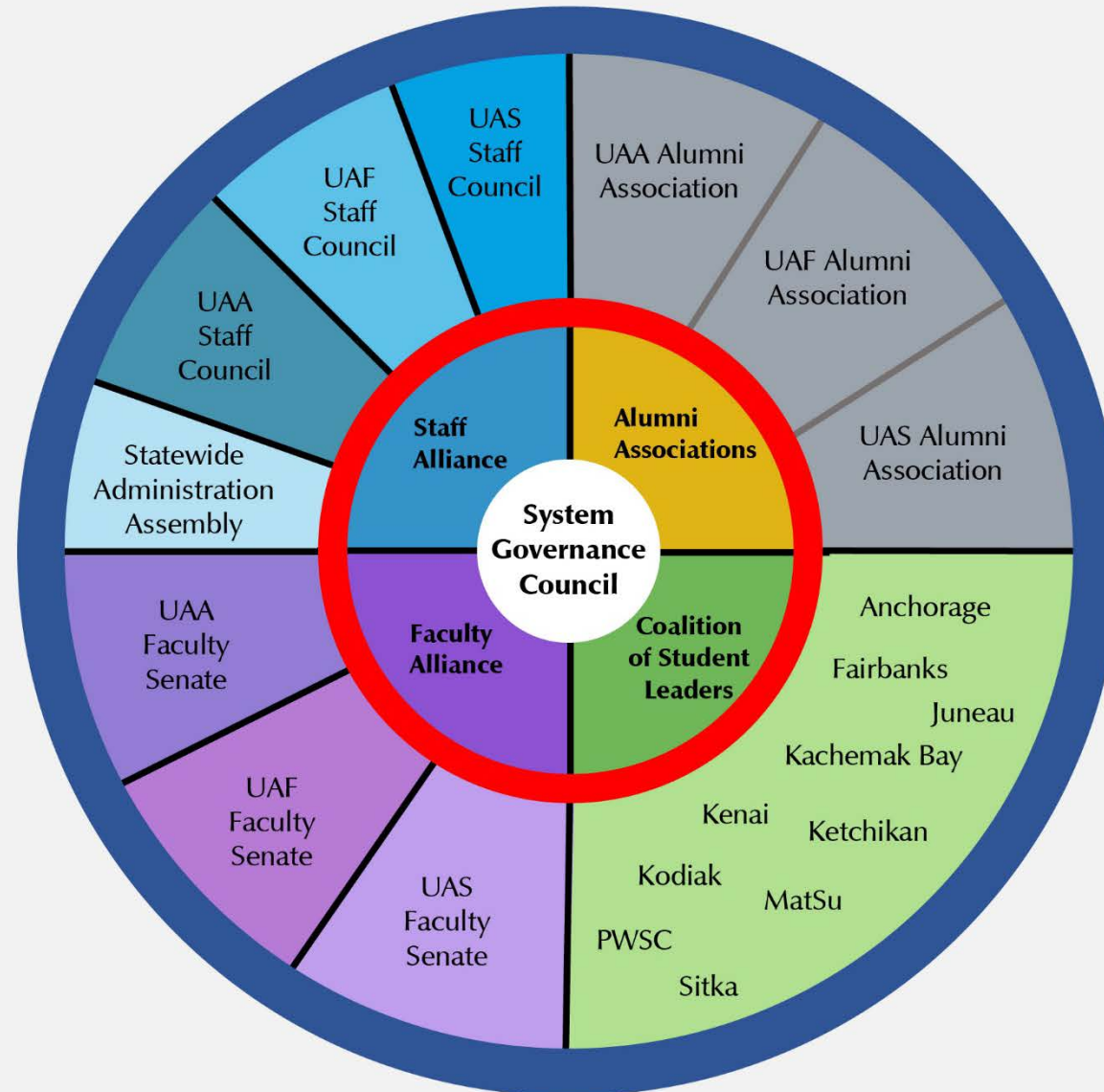
SYSTEM GOVERNANCE

COALITION of STUDENT LEADERS

- Ten (10) student representatives
- One from each campus: Anchorage, Fairbanks, Juneau, Kachemak Bay, Kenai, Ketchikan, Kodiak, MatSu, Prince William Sound, Sitka
- Works on system-wide student initiatives
- Reviews policy/regulation changes
- Advocates with the legislature

SYSTEM GOVERNANCE

SYSTEM GOVERNANCE COUNCIL

- Nine (9) system representatives
- Two staff, faculty, and student representatives
- Three alumni representatives
- Works on system-wide initiatives that affect multiple groups
- Reviews policy/regulation changes

UA System Governance

UAS Staff Council

UAF Staff Council

UAA Staff Council

Statewide Administration Assembly

Staff Alliance

Alumni Associations

UAA Alumni Association

UAF Alumni Association

UAS Alumni Association

System Governance Council

Faculty Alliance

Coalition of Student Leaders

UAA Faculty Senate

UAF Faculty Senate

UAS Faculty Senate

Anchorage

Fairbanks

Juneau

Kachemak Bay

Kenai

Ketchikan

Kodiak

MatSu

PWSC

Sitka

◯ Local Group

◯ System Group

GOVERNANCE RESOURCES

STAFF SUPPORT & COMMUNICATIONS

SW OFFICE

Morgan Dufseth

Executive Officer

mdufseth@alaska.edu

Butro 106E

x8042

GOVERNANCE WEBSITE

- Upcoming meeting information & materials

- System group information

- Items under review

SA WEBSITE

- Past Agendas & Minutes
- Alliance-specific information
- Alliance Resolutions & Motions

Staff Alliance

Serving the classified and administrative, professional and technical staff throughout the University of Alaska system.

▸ **NEXT MEETING - July 21 - RETREAT**

Meeting Schedule

The Staff Alliance meets the second Tuesday of the month from 10 a.m. to 12 p.m. via Google Hangout.

System Governance Calendar

Constitution and Bylaws

Constitution and Bylaws *January 2016*

Meeting Records

Agendas and Minutes

Committees and Working Groups

Staff Health Care Committee

Compensation Committee

Staff Alliance Chair

Faye Gallant
fsgallant@alaska.edu
(907) 474-7515
106C Administrative Services
Fairbanks, AK 99775

Members

FY17 Alliance Members

Motions and Resolutions

▸ **MOTIONS**

▸ **RESOLUTIONS**

URLS

alaska.edu/governance/

alaska.edu/governance/staff-alliance/

COMMUNICATIONS

Staff Alliance List Serv:

ua-sygov-staff@lists.alaska.edu

All Staff* List Serv:

ua-staff-l@lists.alaska.edu

SENDER BEWARE

* Moderated list serv

All messages will be reviewed by a moderator prior to being released to the list

OTHER RESOURCES

Google Forms

Free to all UA-employees

Survey Monkey

System Governance has a paid account

QUESTIONS

?