



UNIVERSITY
of ALASKA
Many Traditions One Alaska

Statewide Administration Assembly Minutes

Wednesday, August 13, 2014

10:00 a.m. – Noon

Meeting conducted via video conferencing

1-800-893-8850 PIN# 6484987

For room locations see website:

www.alaska.edu/governance

1. The meeting was called to order at 10:04

Dory called the meeting to order at 10:04

Members:

Dory Straight, President (2013-2015)

Monique Musick, Vice President (2013-2015) Absent

Tina Holland, Secretary (2013-2015)

Alex Amegashie (2013-2015) Absent

Britton Anderson (2014-2016) Lisa Sporleder by proxy

Tanya Coty (2014-2016) Absent

Linda Hall (2014-2016)

Buffy Kuiper (2014-2016) Absent

Tom Langdon (2014-2016)

Kathleen Miner, Anchorage (2014-2016) Absent

Chrystal Warmoth, Anchorage (2013-2015)

Christi Eickholt, First Alternate (2014-2015) Absent

Karesa Kramer, Second Alternate (2014-2015)

Staff:

Joseph Altman, Coordinator, System Governance

LaNora Tolman, Executive Officer, System Governance

Guests:

Michelle Rizk, Associate Vice President, Budget

Erik Seastedt, Chief Human Resource Officer

2. Safety Minute

3. Adopt Agenda

Motion: To adopt the agenda for July 16, 2014

Vote: Motion Carried

4. Approve Minutes

Attachments

Capitalize the name “Office of Civil Rights” in section 7 Public and Guest Comments
Capitalize the name of the book “Who Moved My Cheese” in section 11 “Handling Change” Discussion

Motion to approve amended minutes for July 16, 2014

Vote: Motion carried

5. President’s Report – *Dory Straight*

SAA will decline the Human Resources request to hold a “brown bag lunch” on being a “change agent”.

Tina Holland will be the Statewide Administration Assembly representative on the Fresh Air Campus Committee established by Chancellor Rogers. Michelle Rizk and Erik Seastedt from Statewide will also be on the committee.

AI: Tina to send the Fresh Air Campus Committee contact the SAA resolution and Statewide employee feedback documents.

SAA will seek clarification regarding sending out messages on a community list serve that have been deemed not appropriate for the building list serve like solicitations.

AI: Dory to talk with the Office of General Council regarding a community list serve or other communication method.

Students and Staff have conducted protests regarding President Gamble’s incentive bonus approved by the Board of Regents. SAA recommends interested parties contact the Board of Regents by letter or by testimony at the Board meetings with their comments and feedback.

Human Resources to host a “Fall semester kickoff party” potato bar for staff on August 28.

6. Staff Alliance Update

- Retreat was held on July 31, 2014
- Compensation Working Group submitted recommendations and proposals for FY16

- SAA was provided a request for feedback on the recommendations
- Staff Alliance has revisions to their bylaws
- Coalition of Student Leaders participants will receive a letter from System Governance to provide their professors for permission to attend Governance meetings. Staff Alliance considering a similar letter to be given to Supervisors.
- Goal for better communication
 - Providing reports to include staff achievements/staff highlight to the Board of Regents at meetings
 - Providing Constituents information about items of interest on Board of Regents Meeting Agendas

7. Treasurer’s Report

A preliminary budget has been developed based on SAA committee needs. Committees will provide SAA with updates and purchase requests to be approved/acknowledged by members.

8. Public and Guest Comments

None

9. Budget Update – Michelle Rizk

Budget meetings are open to the public and all of the associated documents are available on the Budget website.

- Regents attended the meeting for the first time
- Staff Alliance sent forward 3 proposals for staff salary compensation
 - Straight increase 3.25 – 3.75%
 - Reinstate the grid and STEP increase (grid 2 – 3% with STEP 1 – 2 %)
 - Across the board increase of 2.75 – 3.25% plus 2 personal days off for both exempt and non-exempt employees
- UA facilities fee of \$2.00 per credit hour beginning January 2015 proposal went out to the Coalition of Student Leaders for feedback (fees collected would stay with the campus where it was generated)
- Board of Regents to review a 4% tuition increase proposal at the September meeting

10. Human Resources Issues

10.1 Furlough Policy Update

Attachment

Staff Alliance provided a revised draft and recommendations to SAA. Board of Regents will review the policy at the September meeting.

AI: Dory to create a Google Doc regarding Furlough Policy recommendations from Staff Alliance to be sent to Staff Alliance as SAA feedback

AI: SAA to provide feedback in the Google Doc by Friday August 22nd regarding Staff Alliance Furlough Policy recommendations

10.2 Staff Health Care Committee and Joint Health Care Committee

All benefits eligible employees will receive an email from Human Resources informing them if they have not done both parts of the incentive requirements they will no longer be receiving the rebate on their checks effective September 5th.

- New incentive requirements are anticipated to begin in November

11. Continuing Business

11.1 Constitution and Bylaws Discussion

Attachment

Constitution Article II PURPOSES, RESPONSIBILITIES AND AUTHORITY Section 1– strike “and System Governance Council”

Constitution Article II Section 3 – strike “, the System Governance Council”

Bylaws Article II OFFICERS The president’s responsibilities include: – strike “ and the System Governance Council”

Bylaws Article II OFFICERS The vice president’s responsibilities include: – strike “serving as an alternate to the System Governance Council in the absence of the president”

Bylaws Article II OFFICERS The secretary’s responsibilities include: – strike “and on the System Governance Council” strike “publishing the SAA Highlights” add “Drafting SAA Minutes” Add a bullet “Liaising with the System Governance Office to create the SAA Highlights

Bylaws Article III Section 5 Communications- Add “SAA highlights will be posted on the website and emailed to Statewide employees.”

Bylaws Article III Section 2 Agendas and Minutes – strike “distributed to the SAA membership” Add “published”

11.2 Current Affairs Committee

- Q & A session planned to discuss the Furlough Policy prior to the September Board of Regents’ Meeting

11.3 Staff Affairs Committee Update

None

11.4 Code of Ethics Update: University Values

Attachment

Motion: To forward the Value Statements as presenting in the attachments of the Agenda to Staff Alliance.

Vote: Motion carried

11.5 Events Committee Update

None

11.6 Water Station Committee Update

None

12. New Business

12.1 Constitution and Bylaws Revision Discussion

Addressed in 11. Continuing Business

13. Anchorage Issues

Meeting Audio – Google Hangouts discussion to be added to next meeting agenda.

14. Fairbanks Issues

None

Kudos go out to ABM for the carpet cleaning.

15. Agenda items for next meeting

Constitution/Bylaws

Committee Updates

Budget Update - Michelle to speak at the October meeting if not the September

Google Hangouts Discussion

*Note – move Holiday Potlucks under Events Committee Update

16. Closing Comments

None

17. The meeting adjourned at 11:57 p.m.

Minutes taken by Tina Holland, Secretary, SAA