

# UNIVERSITY *of* ALASKA

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## Statewide Administration Assembly

### Minutes

Wednesday, October 10, 2012 10:00 a.m.-12:00 p.m.

Fairbanks location: 212a Butrovich

Anchorage location: 210 Bragaw Office Building (BOB)

Meeting will be conducted via audio and video conference.

Call-in 1-800-893-8850. Participant PIN: 6484987

- Public participation is welcome.
- Please do not disrupt proceedings when the meeting is in progress.
- Times may be adjusted at the will of the group.

1. Call to order and roll call

2012-2013 Members

Monique Musick, President (2011-2013)

Dana Platta, Vice President (2012-2014)

Heather Arana, Secretary (2012-2014)

~~Dory Straight (2011-2013) (Absent)~~

Linda Hall (2011-2013)

~~Daniel Hostetler, Anchorage (2011-2013) (Absent)~~

~~Alex Taylor (2011-2013) (Absent)~~

~~Briana Walters (2011-2013) (Absent)~~

~~Jeff Holloway (2012-2014) (Absent)~~

Ivan Leibbrandt (2012-2014)

Kathleen Miner, Anchorage (2012-2014)

~~Michael Scott, Alternate (2012-2013) (Absent)~~

Amy O'Sullivan, Alternate (2012-2013)

Others Present

Dana Thomas,

Vice President of Academic Affairs

Erika Kurkowski,

Proxy for Daniel Hostetler

Erika Wan Flein, Director of Benefits

2. Safety Minute

3. Adopt Agenda

MOTION: passed

“The Statewide Administration Assembly moves to adopt the agenda as amended for the October 10, 2012 meeting. This action is effective October 10, 2012.”

4. Approve September 12<sup>th</sup> Minutes

4.1 Approval of the September 12<sup>th</sup> Minutes will be tabled until next month. The minutes have not been reviewed by the members of SAA, and will be distributed with the October 10<sup>th</sup> minutes.

## 5. President's Report

### 5.1 Staff Alliance Update

- Staff Alliance met October 9<sup>th</sup>
- Lively discussion regarding Juella's BOR testimony
- Staff compensation request still pending
- Tuition waiver still up in the air, please do not implement until Fall of 2013. Request with GPA eligibility and grandfathering still being discussed
- Dana Thomas comments on Tuition Waiver – President plans on implementation next fall, and is actively trying to prevent cumulative GPA from preventing staff from participating at time of the new implementation
- President Gamble spoke to Staff Alliance regarding his trip to DC, where he met with state representatives.
- The potential for a UAV program in Alaska is looking promising.
- Murkowski believes that legislation will be passed before the end of the year that will halt the pending forced budget cuts, Begich is preparing for sequestration to occur.
  - In Juneau, SW UA Executive Officers met with the OMB to discuss the ramifications of sequestration on Alaska.
  - Chancellors have a wait and see approach.
- The budget is moving forward. Budget to remain flat for next fiscal year.
- Fisheries and mining initiatives, trying to coordinate with all campuses and locations in Alaska to focus on locality specialization.
  - UAS given \$ 6 million, will share \$1.5 million of that with UAF
- Fisheries initiative reported on Tuesday, Rep. Edgeman report will be up on the FSMI website. Monique will report more about that in this month's SW Voice. The university is asking the fisheries industry what work force training needs do they have.
- Recognition and Awards – President interested in revamping. Lessen awards to those with earlier milestones, and making the later service awards more substantial/significant/meaningful. Compensation working group looking into alternatives (extra leave, professional development, etc.). Individual and/or Team awards, potentially not annually, but at the time of great performance.
- SDI got a strong endorsement from the BOR. Moving into phase 2, looking at underlying issues to improve.

- Looking into online classes, putting first 2 years of core curriculum online at no pay/no credit to better prepare students for college.
- Transfer of credits issues, UAS enrollment staff had specific questions; issues being actively addressed by chancellors.

#### 5.2 Work-Life Survey Results – Staff Alliance Blog

- Staff Alliance Dispatch (Blog) has launched – Initial Work-Life Survey results posted. More will be posted after they have been scrubbed of identifying information.

#### 5.3 Governance Office Transitions

- Governance Office Recruitment
- Currently reviewing applicants for executive officer (7 applicants), and coordinator position (2 applicants).
- Dana Thomas worked hard to get a grade 79 for the executive officer position, but the calls to the Academic Affairs office have commented that the compensation should still be higher for that position. Hopeful that the pool of applicants is of sufficient quality.

#### 6. Public and Guest Comments

- (None)

#### 7. New Business

##### 7.1 Service Awards

- May be a change to awards in future
- Ivan Leibbrandt Chairing nomination committee
  - Updating documents for November SAA meeting
- Heather Arana and Linda Hall volunteered for committee
- New timeline – December nominations/February Awards
- SAA will continue support Outstanding and Longevity Awards
- Anne Sakumoto has been tasked with changes to the recognition system

##### 7.2 Statewide Staff Campaign

- Percentages of staff who have contributed should be posted early and often to motivate more employees to contribute

##### 7.3 Compensation Working Group

- Amy O’Sullivan and Monique Musick are SW members
- 2 representatives from each MAU
- Should meet for the first time this month
- Support staff compensation/reward/morale – new out-of-the-box ideas

8. Human Resources
  - 8.1 FY14 Compensation Increase
    - Michelle Rizk put a 3.25% increase in the budget request, per Donald Smith
  - 8.2 Tuition Waivers
    - With General Counsel for final review
    - Grandfathering for GPA component, everyone qualifies at the new implementation.
    - Implementation issues being worked on
  - 8.3 Health Care Task Force
    - Recommendations from the task force have been submitted to JHCC
    - Report will be available on the Benefits web site
    - Education about the preventative benefit should be widespread
    - Grassroots benefit communication campaign could be initiated (email distribution to building coordinators/PPAs/CCCs to print and post to their buildings/departments) – Bring forth to SHCC – all communications must be approved by Benefits Dept.
  - 8.4 Performance Appraisals
    - SW trial program to be test group for new style of performance appraisal
  - 8.5 Other
  - 8.6 Staff Health Care Committee
    - HCTF Recommendations voted on
    - Recommendations to be shared at November SAA meeting
  - 8.7 Joint Health Care Committee
    - JHCC to review HCTF Recommendations
9. Holidays
  - 9.1 Thanksgiving Potluck
    - BOR Reservation – November 19th
    - Vote on your favorite basket – certificate for best Thanksgiving basket
  - 9.2 Holiday Potluck
    - BOR Reservation – December 14th
    - Vote on your favorite basket – certificate for best Holiday basket
  - 9.3 Adopt-a-Family
    - Heather Arana contact for project
    - Amy O’Sullivan and Linda Hall supporting
    - We request 2 medium families
    - Storing gifts – potential for Governance or in Risk Management
  - 9.4 Food and mug drive
    - Lisa Sporleder Chairing

10. Butrovich Building Issues
  - 10.1 Update on signs
    - Dr. Ashok has data for sign company – moving ahead with ordering
  - 10.2 SAA bulletin board
    - Posting Highlights
  - 10.3 Pergola proposal
    - Awaiting update from Dory
    - Need original language for purpose of funds
  - 10.4 Other
    - SAA Facebook Page Promotion
    - Butrovich Garden Blog – <http://butrovichgardens.weebly.com/>
11. Anchorage Building Issues
  - (None)
12. Agenda items for next meeting November 14, 2012
13. Closing Comments
14. Adjourn