

UNIVERSITY of ALASKA

Staff Alliance

Draft Minutes *(Approved @ 4/12/2010 mtg.)*

Tuesday, February 9, 2010 via audio conference *and @ 7/13/2010 mtg.*

10:00am – 12:00 noon

Fairbanks site: Butrovich Building, Room 204

Bridge # 1-800-893-8850, pin # 4236369

1. Call to Order and Roll Call 10:03am

Maria Russell, Chair of the Staff Alliance and President-elect, UAF Staff Council
Russell Pressley, Vice Chair of the Staff Alliance and President, UAA APT Council
Megan Carlson, President, UAA Classified Council
Martin Klein, President, UAF Staff Council
Cynthia Rogers, President, UAS Staff Council
Gwenna Richardson, Vice President, UAS Staff Council
Kim Eames, President, Statewide Administration Assembly
Monique Musick for Dana Platta, Vice President, Statewide Administration Assembly

Pat Ivey, Executive Officer, System Governance

Guests: Beth Behner, Chief Human Resources Officer

2. Adopt Agenda

MOTION: passed

“The Staff Alliance moves to adopt the agenda for the February 9, 2010 Staff Alliance meeting as amended to change March meeting date to March 15-16. This action is effective February 9, 2010.”

3. Approve Minutes

3.1 December 8, 2009

<http://gov.alaska.edu/Staff/minutes/2009/12-08.pdf>

MOTION: passed

“The Staff Alliance moves to approve the minutes from the December 8, 2009 Staff Alliance meeting. This action is effective February 9, 2010.”

3.2 January 19, 2010
<http://gov.alaska.edu/Staff/minutes/2010/01-19.pdf>

MOTION: passed

“The Staff Alliance moves to approve the minutes from the January 19, 2009 Staff Alliance meeting as amended to correct last sentence of item 4. This action is effective February 9, 2010.”

4. **Report of the Staff Alliance Chair**

Regarding the draft revisions regulations to firearms on campus, will anyone be would be protesting the changes? A certain group on the UAF campus was planning to protest. The original letter from George Hines is dated December 6. Everyone had received the email from Regent Henry.

Presidential candidate visits will occur at UAF on March 1, UAA on March 2, and UAS on March 3. There will also be a session at Butro from 7-9am on March 1. The Presidential Search Advisory Committee is meeting with Regent Henry on March 4 to prepare feedback. Staff Alliance members were encouraged to send campus visit impressions to Maria Russell to bring to the Advisory Committee meeting. Final Candidates' names will be announced on February 28 and resumes will be posted on <http://www.alaska.edu/bor/pres-search>. The Board wants to have someone hired as soon as possible so the new president can be on board by mid-summer. The process is unusual but was established at the recommendation of the consultant Elaine Hairston.

5. March 15-16, 2010 On Site Meeting, Juneau, update

Make reservations on Thursday and get them to the System Governance Office. Regarding community campus representatives, only one representative is allowed from each MAU provided funding is available.

6. Staff Make Students Count Award
<http://gov.alaska.edu/staff/studentscount/default.html>

Put the question of including temporary employees in the criteria on the April agenda. The award process has already begun at the campus level.

7. Human Resource Issues

7.1 Federal Health Care Legislation Impact on UA
<http://www.alaska.edu/benefits/national-hc-reforms/>

Beth Behner did hear from the university's DC lobbyist that everything is on hold because of weather.

7.2 Compensation

<http://gov.alaska.edu/staff/2009-11-09.sparks-compadvocacy.pdf>
<http://gov.alaska.edu/staff/2009-10-30.sporleder-testimony.pdf>
<http://www.alaska.edu/classification/compensation-information>
<http://www.alaska.edu/classification/compensation-information/Salary-Increase-History-Staff.pdf>

Human Resources is moving ahead to prepare the grid and has conveyed to the campuses what their costs would be and is working with public relations staff so everyone will be aware of the new numbering system.

On Friday there was a special meeting to ratify the new UAFT bargaining agreement. The campaign for unionizing staff is ongoing and union organizers are spending a lot of time in Fairbanks.

If the unions go after both supervisors and non supervisory staff, they would have to be in separate bargaining units. The determining factor is supervisor ad non supervisor, not APT or classified. i.e., does the employee have the ability to hire, fire and discipline.

7.3 Performance Evaluation Update

The PEC met yesterday. The content is done. Duhamel will develop a matrix to check off. Maybe have two versions of the performance evaluation form, one more comprehensive, and one a matrix with check-off boxes. Next meeting expect to have the check off version and will decide whether to have one or two forms. Next will test the documents to make sure they work. Problem is so much variety in the position descriptions that the PD would have to be attached.

7.3 Other Human Resources Issues

The JHCC meeting is tomorrow and they are going to be talking about wellness incentives and talk to the committee about claims numbers and projections and in the process of discussing employee charge levels for the coming year. This is leading up to the rates being set for the April enrollment period. Also doing work on implementing Fall River recommendations; most will be going into effect the first of the next fiscal year. The sick leave policy needs to be changed to make it easier to define "catastrophic." UAF Faculty Senate has forwarded a proposal to change the definition of family medical leave being allowed under FML but not in UA policy.

8. External Administration Committee/Council Reports

8.1 Human Resources Council (HRC)

Liaison: Martin Klein, Alternates: Gwenna Richardson and Maria Russell

HRC met January 21. Mike Hostina met with the HRC regarding the disclosure form for outside activities and retention of documents and storage; what to do about records retention. Once you have a plan, then how long to store the documents, store them electronically or paper files. Everyone whose PERS/TRS information was compromised by the recent hacking into the computers of the company that retains those records will receive a letter.

8.2 Business Council

Liaison: Cynthia Rogers, Alternates: Martin Klein and Dana Platta

No report was given.

8.3 Student Services Council

Liaison: Kim Eames, Alternate: Russell Pressley

No report was given.

8.4 Information Technology Executive Council (ITEC)

Liaison: Dana Platta, Alternate: Gwenna Richardson

<http://www.alaska.edu/pmo/itec/agenda-and-meeting-notes/>

<http://gov.alaska.edu/staff/2010-01-19.itecmeeting.pdf>

<http://gov.alaska.edu/staff/2010-01-19.itec-agenda.pdf>

The ITEC met briefly to talk about the letter and ITEC priority list. Some will be put on back burner until Banner 8 is fully implemented. Took a photo of the ITEC Executive Council and will disseminate that to everyone, and are talking about a face to face but nothing has been determined.

8.5 Joint Health Care Committee and Wellness Program

Liaison: Gwenna Richardson

Alternate: Lisa Sporleder

<http://www.alaska.edu/benefits/joint-health-care-committ/>

The JHCC meets Thursday and needs to elect a chair for the committee in addition to talking about wellness profiles and what to do with the \$300,000.

Second alternate for the JHCC. Will appoint a second alternate from Staff Alliance. Been rather interesting to say the least. Communication is not lacking. First several months all about Fall River. Now it is gearing up for Get the Point and personal wellness profiles. If on JHCC, staff governance members are also part of SHCC. The preference is to make sure terms are staggered.

8.6 Staff Health Care Committee - *Megan Carlson, Chair*

<http://gov.alaska.edu/Staff/2009-12-09.shcc.pdf>

SHCC met yesterday but did not have a quorum. The meeting will be rescheduled.

- 8.7 Performance Evaluation Committee of the HRC
Liaison: *Martin Klein, Alternates: Gwenna Richardson and Maria Russell*

Already covered. See item 7.3.

- 8.8 Retirement Committee
Liaison: *Russell Pressley, Alternate: Dana Platta*

The retirement committee has not met.

9. Staff Alliance Goals – Reports

These are working groups that should be brainstorming ideas.

- 9.1 Staff Compensation
Lead: Gwenna Richardson
Assisting: Maria Russell, Kim Eames and Megan Carlson (see item 6.6 above)

- 9.2 Community Engagement
Lead: Russell Pressley
Assisting: Cynthia Rogers and Martin Klein

Send reports on local engagement activities to Russell Pressley

- 9.3 Integrated Advocacy
Lead: Megan Carlson
Assisting: Martin Klein and Kim Eames

The Integrated Advocacy Committee met with Michelle Rizk and Wendy Redman which was very helpful. Another meeting will be scheduled a week before going to Juneau on how to communicate with legislators. How to communicate effectively with legislators the week before we go to Juneau.

- 9.4 Child and Family Friendly Policies
Lead: Kim Eames
Assisting: Gwenna Richardson

There was nothing to report

- 9.5 Staff Emeritus
Lead: Martin Klein
Assisting: Maria Russell

There was nothing to report.

10. Staff Governance Reports:

- 10.1 UAS Staff Council: *Cynthia Rogers and Gwenna Richardson*
<http://www.uas.alaska.edu/staffcouncil/>

The UAS Staff Council is doing a food drive; canned fruit this month, will continue through spring. The next Council meeting is February 18. The encouragement team is sending out rock candy as a thank you to employees. The Staff Council chair was asked to join staff development day committee. The Council is working on strategic planning and academic planning; also child care action group talking to facilities director about possible locations/. Cathy LeCompte did interpersonal communications training and her presentation was archived that for later use by those who did not attend. ASEA will be in Juneau next week and other community campuses in near future.

- 10.2 UAA Classified Council, APT Council: *Megan Carlson and Russell Pressley*
<http://gov.alaska.edu/Staff/2009-12-09.uaagov.pdf>
<http://www.uaa.alaska.edu/governance/apt/index.cfm>
<http://www.uaa.alaska.edu/governance/classified/index.cfm>

UAA received notification that its accreditation was reaffirmed and is working hard on next report. Classified and APT Councils met jointly with the Chancellor, are having a diversity forum on Friday and doing a healthcare forum with APT next month. Looking at possibility of combining the Classified and APT Councils.

- 10.3 UAF Staff Council: *Martin Klein and Maria Russell*
<http://www.uaf.edu/uafgov/Newsletter.html>
<http://www.uaf.edu/uafgov/staffcouncil.html>

UAF Staff Council meets tomorrow, is conducting orientation for new members. Klein attended executive leadership workshop, two day workshop discussing where UAF was going, budget, vision. Interesting in that in a meeting with chancellor lot of concern that the UAF carry forward was less than \$500,000 whereas a healthier number would be more like \$8 million. Chancellor is considering more soft closure during spring break and encouraging staff to take leave without pay in May and June on Fridays. Expected to see more discussion in the Chancellors executive staff council but new numbers of \$3 million in carry forward lessened the emergency. AT UAF there is a family friendly task force renamed the work-life balance task force under Kris Racina but unfortunately Staff Council was not invited to participate.

Standard units, academic or administrative units have to project spending within one percent otherwise they lose their carry forward. Research units have two percent. Lots of departments showed spending out in November projections.

- 10.4 Statewide Administration Assembly: *Kim Eames and Dana Platta*
<http://www.alaska.edu/governance>

SAA focused on our service awards ceremony, Butrovich building issues and other issues also being discussed by the Staff Alliance.

11. Other Items of Concern

Martin Klein reported that the Business Council reorganized and now has an executive leadership team that makes all the decisions. His view is that the councils are a voice for staff and the reorganization shuts governance out.

12. Closing Comments

UAA was congratulated on its re-accreditation.

13. Adjournment. The meeting was adjourned at 11:45am.