

UNIVERSITY of ALASKA

Staff Alliance

Minutes *(Approved @ 5/10/2011 mtg.)*

Tuesday, April 12 2011, 10:00am-12:00 Noon

Bridge: 1-800-893-8850 Pin: 4236369

Fairbanks site: 204 Butrovich Building

Audio recording stopped two minutes into recording.

1. Call to Order and Roll Call

Maria Russell, Chair, Staff Alliance 2010-2011 and President, UAF Staff Council
Russell Pressley, Vice Chair, Staff Alliance 2010-2011 and President, UAA APT Council
Megan Carlson, President, UAA Classified Council
Mary McRae Miller, President, UAS Staff Council
Lisa Sporleder, President, Statewide Administration Assembly
Dana Platta, Vice President, Statewide Administration Assembly

Staff

Pat Ivey, System Governance, Executive Officer
Jeannine Senechal, Director, Classification & Compensation
Anne Sakumoto, Director, Faculty/Staff Training & Development
Jenny Grieve, Legal Assistant, HR, UA System
Mike Humphrey, Director of Benefits, HR, UA System
Kate Ripley, Director, Public Affairs, UA System

2. Adopt Agenda

MOTION: passed

“The Staff Alliance moves to adopt the agenda for the April 12, 2011 meeting. This action is effective April 12, 2011.”

3. Approve March 8, 2011 minutes

MOTION: passed

“The Staff Alliance moves to table approval of March 8, 2011, February 8, 2011, January 18, 2011, December 14, 2010 minutes until the May10, 2011 meeting. This action is effective April 12, 2011.”

4. Chair's Report
 - 4.1 Board of Regents Meeting
Board of Regents meeting (April 7-8, 2011) was very productive.
 - 4.2 Status of Staff Alliance Actions
No response had been received yet on Staff Alliance actions 2011-3, 2011-4, or 2011-5.
5. Guest and Public Comments
6. Planning and Recognition
 - 6.1 **Strategic Plan Process**
Staff Alliance is still waiting for formal invitation to participate in the university system's strategic plan process (regarding Staff Alliance action 2011-1). Terry MacTaggart was hired to lead the process.
 - 6.2 Staff Make Students Count Awards Update
Staff Make Students Count Awards packets were received. Pat Ivey hopes to get them reviewed and to President Gamble by the end of day Friday or early next week.
7. Legislative Update
The capital budget included \$37.5 million for deferred maintenance, \$17 million for the UAA sports complex, and \$4 million receipt authority. Kate Ripley will get communication out today.
8. Human Resources Reports, Review
 - 8.1 Staff Compensation Committee; appointments, charge
Materials were posted to Google docs.
 - 8.2 Dependent Audit Update
ConSova letters continued to have old deadlines.
 - 8.3 Health Care Plan Change Communications
Health Care Plan Change Communications were amended to the agenda.
 - 8.4 Health Care Claims History
Health Care Claims History were discussed.
 - 8.5 Health Care Vendor Rates History
Health Care Vendor Rates History was very beneficial.
 - 8.6 **Web Time and Grant Reporting Project Update**
Project presented to SALT (Senior Administrative Leadership Team). Electronic timesheet pilot testing will occur in August.
 - 8.7 **Union Update**
There are two unions organizing campaigns: APEA (Alaska Public Employees Association) for supervisors; ASEA (Alaska State Employees Association) for classified employees. Beth Behner sent out an email discussing union organizing

activities that may be done during work hours. The university must be notified 24 hours before unions come on campus. Check labor relations web page for updates and pertinent documents. UA has compiled a no-contact list and sends weekly updates to ASEA.

8.8 Tuition Waiver Benefit Status Update

Maria Russell just received a survey of education benefits from Jennifer Young and will forward to the Staff Alliance listserv. Megan Carlson brought it up because Mike Humphrey said there will be a 30-day waiting period after hire before staff are eligible for the benefit. Also, they will have to pay costs back if they fail or fail to complete a class.

Employee education benefit analysis was shared with the state legislature because they have been looking at what peer institutions have been doing. A waiting period is not unusual. Waiting periods at other institutions vary from six months to seven years. UA is proposing a six-months waiting period coinciding with the end of the probationary period.

The Staff Alliance opposes the punitive nature of the repayment clause and discussed some of the logistical problems that it raised. Questions discussed included “Who will review grades?” and “Will payroll be docked?” While the Staff Alliance opposes this change to the tuition benefit, if such a change becomes necessary, the Staff Alliance suggested the option that employees failing a class lose eligibility for their tuition waivers the following semester. The proposed policy would also need an exemption clause in order to accommodate employees and dependents in extraordinary circumstances such as a serious illness or a death in the family.

The Staff Alliance requested a summary of changes to present to staff governance groups. A request will be sent to Beth Behner for this information. Because there is only one meeting left for some governance groups, it is important to get the data and to understand what is being proposed (timeline for response and implementation date).

The money for tuition waivers is built into the staff benefit rate so employees do not have to pay, but their departments do through the staff benefit rate. It was pointed out that staff still pay their own fees and book costs when using the tuition benefit.

8.9 Other Human Resources Reports, Issues

Staff Alliance motions 2011-1 to 2011-5 have been shared with management but have not been discussed with the president because he has been out of town.

9. External Administration Committee/Council Reports

9.1 Human Resources Council

Margo Griffith; Alternates Lisa Sporleder, Maria Russell

The Human Resources Council met on March 24 and discussed performance evaluation forms, their initial pilots, and comments received. The Performance Evaluation Committee updated the forms that are going out more broadly for review. Electronic timesheets and grant-effort reporting, union contracts and tuition waiver forms were also discussed.

9.2 **Business Council**

Lisa Sporleder; Alternates Dana Platta, Maria Russell

Business Council met last week. Items discussed were MAU management reports, reducing dependence on general fund. Administration and management staff have grown faster at UAF than program staff. Cooperative research staff here not filtered out and that skews the stats. Per diem rates were discussed; state rate is \$66/day, UA's is \$44/day and UA wants the per diem rate to go to \$48/day. Considerable pushback on the six-month waiting period for tuition waivers. Also discussed out-of-state UA employees having to be on another state's tax rolls and need to address this. Discussed the motions including staff emeritus. Asked for up to one FTE (fulltime employee) to deal with the out-of-state employees and the Business Council did not like that. **The Business Council also did not like the cash-out motion (Staff Alliance 2011-4); Pat Pitney said okay if we eliminated sick and annual and went to paid time off. Because of increased healthcare and other costs, lower paid employees use the cash-out option more. Discussion is really becoming anti-worker, but the hope is that this is not the case. Do not know if cash-out option has been discussed at the president's cabinet yet. Staff Alliance briefly discussed whether to bring back COLA (Cost of Living Allowance) tied to the CPI (Consumer Price Index), but this will have to go the Staff Compensation Committee.**

9.3 **Student Services Council**

Russell Pressley; Alternate Gwenna Richardson

Student Services Council talked about other funding sources. Some legislators want more funds to come from tuition increases. Kit Duke talked about student housing. Residential campuses are fundamental to student success. **Consolidating tuition above 15 credits was also discussed. If we do that tuition will go up to meet the total dollar amount needed from tuition revenues to meet the legislative formula of 125%. Part-time students will bear the brunt of this.** Another item discussed was getting students through the system faster.

9.4 IT Executive Council - ITEC

Dana Platta; Alternates Margo Griffith, Gwenna Richardson

Dana was not able to attend. No report was given.

9.5 Joint Health Care Committee and Wellness Program

Gwenna Richardson; 1st alternate Lisa Sporleder, 2nd alternate Megan Carlson

JHCC notes were sent out and were appended to the agenda.

9.6 Staff Health Care Committee

Megan Carlson

Written report was appended to the agenda. SHCC is trying to improve healthcare decision process, and requested that any changes to health care begin to be discussed July of the year preceding proposed changes.

MOTION SA-6 PASSED

“The Staff Alliance moves to endorse the SHCC motion that the University must begin the process of considering potential plan changes at the beginning of the fiscal year preceding the year in which the changes would be implanted. This action is effective April 12, 2011.”

Rationale: This action would improve the process of considering potential plan changes.

Sent to President Gamble, JHCC and SHCC.

MOTION SA-7 PASSED

“The Staff Alliance moves to endorse the SHCC motion that open forums on proposed health care plan changes should be held on campuses in early November to allow input while changes can be made, followed by spring forums to discuss the final changes. This action is effective April 12, 2011.”

Rationale: This action would improve the process of considering potential plan changes.

Sent to Mike Humphrey and to President Gamble

UAF Staff Council passed a motion requesting tobacco surcharge be postponed to FY14.

- 9.7 Retirement committee
Russell Pressley; Alternate Dana Platta
No report was given.
- 9.8 Tuition Task Force
Gwenna Richardson, Maria Russell
Tuition Task Force is polarized around the proposal to reinstate consolidated tuition rates at 15 credits. The problem is that this places an undue burden on part-time students.
- 9.9 Other External Committees/Reports/Assignments
- 10. Staff Alliance Working Groups, Reports
In the interest of time these areas were not discussed.
 - 10.1 Staff Alliance Performance Evaluation Working Group
 - 10.2 Staff Alliance Compensation Working Group; Next Steps
 - 10.3 Integrated Advocacy Committee, *Megan Carlson, Mary McRae Miller, Co-Leads*
Will try to have a meeting with Wendy Redman.
- 11. Staff Governance Reports:

- 11.1 UAS Staff Council: *Mary McRae Miller and Gwenna Richardson*
Mike Humphrey's discussed upcoming health care changes over two-days of presentations in Southeast, and UAS Staff Council recorded the presentations. See Open Enrollment Presentations by Mike Humphrey Director of Benefits at http://www.alaska.edu/benefits/open_enrollment/.
Dr. Anthony Mansueto is the new director of the Ketchikan campus. UAS Staff Council is considering changes to their bylaws that would enable longer officer commitments.
- 11.2 UAA Classified Council, APT Council: *Megan Carlson and Russell Pressley*
UAA going through elections and will have two new presidents in May. Old and new transition in Alliance over the summer. Chancellor Ulmer is leaving, and we will miss her. The incoming chancellor has been good so far.
- 11.3 UAF Staff Council: *Maria Russell and Margo Griffith*
UAF Staff Council passed resolutions in support of Staff Alliance Motions 2011-4 (Re: Cash in Leave) and 2011-3 (Re: Staff Emeritus). UAF Staff Council also passed a motion requesting that the Smoker Surcharge be removed from consideration for the FY13 Healthcare Plan design. UAF Staff Appreciation Day will be May 19th.
- 11.4 Statewide Administration Assembly: *Lisa Sporleder and Dana Platta*
SAA received the same update information as Staff Alliance with respect to health care and other benefits issues, electronic timesheets, and legislative updates. SAA was preparing for elections and employee awards.
12. Other Items of Concern
None.
13. Agenda Items for Next Meeting May 10, 2011
Tuition waivers, process for Staff Make Students Count awards, all the old minutes.
14. Comments
15. Adjourn
Adjourned at 11:50 am