

UNIVERSITY *of* ALASKA

Staff Alliance

Draft Minutes *(Approved @ 10/13/09 mtg.)*

Tuesday, August 4, 2009

9:00am – 2:00pm

Administrative Offices Conference Room

UA Museum of the North, Fairbanks Campus

1. Call to Order, Roll Call and Introductions

2008-2009 Officers:

Heather Swanson, Chair, Staff Alliance 2008-2009 and
Past President, UAS Staff Council

Juella Sparks, Vice Chair, Staff Alliance 2008-2009 and
Past President, UAF Staff Council

2009-2010 Voting Members:

Megan Carlson, President, UAA Classified Council

Russell Pressley, President, UAA APT Council

Martin Klein, President, UAF Staff Council

Maria Russell, President-elect, UAF Staff Council

Cynthia Rogers, President, UAS Staff Council

Gwenna Richardson, Vice President, UAS Staff Council

Kim Eames, President, Statewide Administration Assembly

Dana Platta, Vice President, Statewide Administration Assembly

Pat Ivey, Executive Officer, System Governance

Cynthia Henry, Chair, UA Board of Regents

2. Adopt Agenda

MOTION: PASSED

“The Staff Alliance moves to adopt the agenda for the August 4, 2009 meeting as amended. This action is effective August 4, 2009.”

3. Approve July ¹4, 2009 Minutes

<http://gov.alaska.edu/staff/minutes/2009/07-14.pdf>

“The Staff Alliance moves to approve the minutes for the July 14, 2009 meeting as amended. This action is effective August 4, 2009.”

4. Presidential Search Status and Advocacy

Regent Henry advised that human resources was in the process of receiving bids from search firms and approving a number of them from which the Board of Regents would select one firm to head up the presidential search. She also advised that staff would be represented on the search committee.

Regent Henry also addressed university advocacy. The Board of Regents will not meet in Juneau during the legislative session and discussions will continue about how best to utilize internal and external university support.

5. Human Resources Reports, Review

5.1 Staff Compensation Grid Plan for FY11

<http://gov.alaska.edu/staff/2009-06-04-5-bor-090604ref29.pdf>

The wording of the new regulations provides that the CPI be a factor and subsequent conversations with HR administration veered away from the CPI being a factor. The FY11 placeholder for staff compensation increases was reported to be 2.5 percent. The representative on the Compensation Task Force should ask for clarification of role, charge and timelines and exactly what the compensation increase number is, whether or not the new policy will include a grid increase cap, and exactly how the university staff compensation increases compares with state staff compensation increases.

Regarding student employment, minimum wage increases put the student employee grid below minimum wage. Eames, Russell and Pressley started out as student employees.

Faculty get 3.6 percent increase effective July 1 plus fair market adjustments. Staff have not received market adjustments over all. Staff market adjustments have only been given as job families are created so the university created the sub steps to avoid the cost.

The legislature looked at how other state agencies fund step increases the state. State asked for one number, UA was asking for two and it confused the legislature. State asks for cost of living adjustments from the legislature and funds steps internally through salary savings. The university will not fund step increases internally and created sub steps below step A of the range to avoid compression at the beginning of the ranges. Automatic step increases have effectively been eliminated for university non executive staff employees. In-grade adjustments are still possible and will eventually be based on mandatory performance appraisals.

5.2 Performance Evaluation Process Status

A statewide task force of the HR Council has been formed to develop a statewide tool for evaluation. Juella Sparks is currently the only staff governance representative. The Staff Alliance should ask formally for representation. The task force has put together a rough outline of structure core factors and

components and Kris Racina is working out a sample evaluation. The task force looked at a desk top application, and a Banner version. Kris Racina is the task force lead. The last task force discussion was about what the core factors are for supervisors. Martin Klein has joined the last two meetings. The task force meetings are generally two hour meetings. The task force is in a bit of a push because Chancellor Rogers has mandated that all deans and directors do performance valuations. UAS has a single form, UAF has several, Statewide has one, and UAA uses one.

5.3 Compensation Task Force Update

The Compensation Task Force has completed its work. Should the need arise, the task force will be reconstituted but is likely to have a slightly different focus

5.4 Joint Health Care Committee Update

<http://www.alaska.edu/benefits/joint-health-care-committ/06-17-2008/>
<http://www.alaska.edu/benefits/joint-health-care-committ/a07-07-2009/>

5.5 Other Employee Relations Issues

Non retention should continue to be something to keep an eye on. There is little to no guidance for supervisors on steps to non retain employees.

6. External Administration Committee/Council Reports, Charges and Assignments

Current liaisons gave reports on their respective committees. The 2009-2010 committee assignments were made as shown below.

6.1 Human Resources Council

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

6.2 Business Council

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

6.3 Student Services Council

Liaison: Kim Eames, Alternate: Russell Pressley

6.4 Information Technology Executive Council

Liaison: Dana Platta, Alternate: Gwenna Richardson

6.5 Joint Health Care Committee

Liaison: Heather Swanson through December 2009
Alternates: Gwenna Richardson and Lisa Sporleder

6.6 Performance Evaluation Committee of the HRC

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

6.7 Retirement Committee of the HRC

Liaison: Russell Pressley, Alternate: Dana Platta

6.8 Staff Health Care Committee of the Staff Alliance

Chair: Megan Carlson, anamc3@uaa.alaska.edu

Members: Each MAU appoints two members, with at least one member serving on the Alliance

7. **Staff Alliance Lead Goals**

The Staff Alliance child and family friendly policies, retiree benefits and integrated advocacy will continue to be Alliance goals, and the development of a system process for Staff Emeritus will be pursued in 2009-2010. Pat Ivey will set up a list serve for the integrated advocacy committee. Staff Alliance goal discussions will continue at the September meeting.

8. Staff Governance Reports

The staff governance leaders gave reports on the activities of their groups over the past year.

9. Election of the Chair and Vice Chair

MOTION: passed unanimously

“The Staff Alliance moves to elect Maria Russell as Staff Alliance Chair for 2009-2010. This action is effective August 4, 2009.”

MOTION: passed unanimously

“The Staff Alliance moves to elect Russell Pressley as Staff Alliance vice Chair for 2009-2010. This action is effective August 4, 2009.”

10. First Reading, Change in dates of officer terms of Office and editorial changes relating to electronic communication

- Constitution, Article IV.C and Article XII

<http://gov.alaska.edu/Staff/Constitution/2009-08-04.const-changes.pdf>

- Bylaws, Section C.

<http://gov.alaska.edu/Staff/Constitution/2009-08-04.Bylaws-changes.pdf>

This item was tabled until the next Alliance meeting.

11. Staff Alliance Calendar

The Staff Alliance moved the time of the September 8, 2009 audio conference meeting To 10:00am-12:00 noon and will review the rest of the calendar on September 8.

12. Closing Comments

The Alliance determined that every agenda will contain closing comments. Members remarked on the success of this meeting.

13. Adjournment - The meeting was adjourned at approximately 2:48pm.