

U N I V E R S I T Y *of* A L A S K A

Staff Alliance

Minutes

Tuesday, February 12, 2013

10:00 a.m.-12 p.m.

Fairbanks: UA- Butrovich 212a Conference Room

Call-in for audio users: 1-800-893-8850 Pin: 4236369

1. Call to Order and Roll Call

Voting Members Present:

Juella Sparks, 2012-2013 Chair, Staff Alliance and 2012-2013 President, UAF Staff Council

Monique Musick, 2012-2013 Vice Chair, Staff Alliance and 2011-2013 President, Statewide

Administration Assembly

Melodee Monson, 2011-2013 President, UAA APT Council

Connie Dennis, 2012-2013 President, UAA Classified Council

Gwenna Richardson, 2011-2013 President, UAS Staff Council

Marianne Ledford, Alternate for Mae Delcastillo, 2012-2013 Vice President, UAS Staff Council

Claudia Koch, 2012-2013 Vice President, UAF Staff Council

Dana Platta, 2012-2013 Vice President, SAA

Staff Present:

LaNora Tolman, Executive Officer, System Governance

2. Adopt Agenda

2.1 Agenda adopted

3. Approve Minutes

3.1 January 15, 2013 – approve at the next meeting because the minutes were not reviewed

4. Public Comment

None

5. Guests

None

6. Chair's Report

FAQ's did not get finished. Juella will be on $\frac{3}{4}$ time for 8 weeks. All agreed to keep it on the list and keep the FAQ's for the March agenda for the retreat and introduce it to the blog.

Juella was scheduled to meet with the president but the meeting was moved to February 13, 2013.

The performance review form is not available to review yet. Statewide is the test subject and SAA will see it first and then it will come to Staff Alliance

Juella stated she was supposed to have a write up for SDI on February 20, 2013. She decided to wait until the meeting and then Juella and Monique will write a summary to put up on the blog.

System Governance Council met last week for the first time this academic year. Juella was surprised at the Policy and Reg review on the agenda. She asked Dana if any changes were made without governance input. He did not answer. Juella let HR know governance would like to be involved. The general idea was that HRC was disbanded. One of the best ways for SA to give input was on HRC and there is no longer an SA seat.

SDI – everyone who will attend the meeting needs to fill out a survey – whether an initiative should be on MAU in particular or all three MAUs involved.

7. President Gamble

Budget - The president talked about UA being in good shape with the legislature, but how much money are they willing to spend on UA? If this year is really tough, then next year will be really brutal. We are trying to win back what was taken out of the budget. There will be questions about the UAA and UAF engineering buildings. We are not separating the building but keeping them together and progressing at the same rate. The power plant at UAF is a huge issue. Coal for the little kids is now becoming the cigarettes of the future. Coal kills, but there is no commitment to gas. If there were a commitment to gas, \$100 million would be knocked off the price. Looking for 22 million dollars for planning and \$300 million for engineering buildings and coal plant. Many folks in Juneau are willing to help us.

SDI – For the February 20 meeting, over 60 people are planning on attending. The meeting closes out the first two phases and begins the final phase. We have the themes but what is the outcome we want to achieve? Let us put a statement out there and then describe what it means. Getting the statements clear is the goal. If the goals are not the same, then it should go back to the MAUs, but the common goals affect system-wide. Some ideas are not affordable; some take too long. We need to get something started where progress is seen sooner. The meeting is to describe the whole final phase and it includes everyone. Those that want to be heard have a chance to put it on the table. The president stated his interest in the whole idea of service to students and to make the process hassle free. We need to bring traditions and new student needs together and figure out what works now. We are not doing it for the budget cuts. We are doing it for the right reasons. We are doing it to make things better.

In this phase, there will be teams of subject matter experts. Everyone who is not on a team needs to know what is going on. Good communication is necessary and aided considerably by the governance groups going to their constituents and asking for input. There is no perfect plan. The structure is being built through the process.

Regarding the Human Resources Chief Officer position, the president is letting it ride. Michelle Rizk is a candidate right now.

Regulation Review – This process was initiated by SDI. It is a good time to go through all of it simultaneously: SDI and the policy and regulation together. The idea was the grassroots level. People know what policies and regs apply to them. Go at it and recommend changes. Funnel all up and go through legal and consolidate. This is what takes time. If there is a policy no one wants to look at, it will not get changed. There will be a statement about what is changed. This will go out to governance for review. Remind people it is still open season to give input. It will be much harder to change after it is in the legal language and back out for review. This process will be wrapped up along with SDI.

The advice coming from governance will work well in the SDI phase three. SDI can be summed up in this question: Why do we do things the way we do? Everyone has an opportunity. The ripple coming up from the bottom to the top makes change.

President Gamble left at 11:15

Juella stated there are eight on this committee and four monumental tasks. Two people each should take the lead of a topic. Each one needs a mission statement and a to do list and a blog with a summary explaining each topic and promoting feedback.

Health Care – Melody and Gwenna stay on health care.

SDI – Juella and Monique

Policy and Regs – Claudia and Connie

Identify what matters to staff in each area. Keep an eye on compensation increase.

FY15 Budget – Dana and Mae

The Board of Regents has to accept the compensation increase before it goes to the governor. On April 15, the BOR sets the guidelines. In June, the budget goes to statewide, and in September, it goes to the BOR. It moves quickly.

Monique, Claudia and Dana will send notes from the president's statements to Juella to look over.

8. Staff Make Students Count Award

Monique has started updating the staff websites in the new Roxen responsive template. There was a meeting with Juella Sparks, Monique Musick, Kate Wattum and LaNora Tolman. The nominations open as soon as they are ready to go.

Deadlines last year: March 22

March 23 through April 12 – meet and sent to governance

April 15 – recommendations went before the president

May 6 – president sent notices to recipients

BoR June meeting

Note: Future years - schedule the award to be held at the April BOR meeting to accommodate staff who have 9 and 10 month contracts.

May 16 – Recognize the nominations and winners at the local level. Read the list of nominations.

9. Health Care Resolutions

Attachments

10. Human Resources Issues

10.1 Health Care Benefit Update

10.2 Grievance Process Review Update

Discussion took place regarding Gwenna's previous flowchart, which was supposed to go back to the local HR directors and see if it is the process, as they understand it and to identify weaknesses. When the HR directors apply the process differently, it is not fair to the staff. Break it down and compare it with the policy and regulation.

The suggestion came up to ask if Michelle Rizk would present this to the HRC.

Gwenna will send the form back to everyone.

Juella will see if Paula will meet and discuss the process.

MAKE AN AGENDA ITEM for MARCH RETREAT at least for an hour.

10.3 Other Human Resources Issues

11. Work Life Survey Results

A and B posted. Group C is still working on them. Group D was the tough questions and Juella will write them up with someone.
Monique stated SAA meets through the summer and to let them know if there are issues to pick up.

12. March Retreat in Anchorage

12.1 Travel Arrangements

No arrangements made yet. LaNora will work with Connie and Melody on the hotel and car rental. Gwenna said she would pick up the rental.

13. Staff Governance Reports

13.1 UAS Staff Council: Gwenna Richardson and Mae Delcastillo

They had a retreat last week in Sitka and came up with a draft for the staff excellence award. Nominations will be posted by the 15th. They are planning a regional staff development day.

13.2 UAA APT Council, Classified Council: Melodee Monson and Connie Dennis

APT – Melodee said they had a short meeting was last week. Health care was discussed. There was a presentation by John Moore who is with the compensation working group. They discussed having an informational table at development day in May. They will also have a governance group table. They may invite guests to the meetings: Patrick Shire, IT and Erica Pearson, HR Benefits.

Classified - Connie reported they had a discussion concerning health care. Their chili cook off had about 50 people attend. They continued discussing the mission, and why the staff cannot go to meetings, they should attend.

13.3 UAF Staff Council: Juella Sparks and Claudia Koch

New members were elected in January to which they had a good turnout. New orientation is next week. The King for a Day idea was discussed with the chancellor and he announced it at the last meeting.

13.4 Statewide Administration Assembly: Monique Musick and Dana Platta

Elections open up tomorrow and the recognition ceremony will be at the end of the month.

14. Staff Alliance Committees and Working Groups

14.1 Staff Health Care Committee

Chair: Melodee Monson, anmam@uaa.alaska.edu

SA Members: Melodee Monson, anmam@uaa.alaska.edu

Monique Musick, mmusick@alaska.edu

Gwenna Richardson, gjrichardson@uas.alaska.edu

JHCC rescinded two motions: opt out and spouse option. They went with the VSP motion and they came up with a different name for one of the plans: CDHP Health Plan w/HAS (Consumer Driven Health Plan).

JHCC has information posted on the website.

They postponed the next meeting to March 4 and it will be a video conference.

14.2 Compensation Working Group

Chair: Juella Sparks, UAF juella.sparks@alaska.edu

SA Members: Monique Musick, SAA mmusick@alaska.edu

They were supposed to meet February 7 but Juella cancelled the meeting due to illness. Five proposals were submitted along with the alternative work time proposal. Juella will format them and send them to Tara Ferguson to start the conversation with her on the five proposals.

Holidays, longevity and leave accruals will be examined.

Next step is for Staff Alliance to put out a survey and it will include a comment box. Dana will write up the ranking for the survey and Juella will send her information to add.

When posting to the blog, let Alliance know to get the message out to their people.

15. External Administration Committee/Council Reports

15.1 IT Executive Council - ITEC

Liaison: Dana Platta, dana.platta@alaska.edu

1st Alternate: Monique Musick, mmusick@alaska.edu

No meeting held.

15.2 Student Services Council

Liaison: Claudia Koch, cckoch@alaska.edu

1st Alternate: Monique Musick, mmusick@alaska.edu

2nd Alternate: Melodee Monson, anmam@uaa.alaska.edu

They discussed the tuition waiver. They will talk about SDI with Dana Thomas.

15.3 Tuition Task Force

Liaison: Mae Delcastillo madelcastillo@uas.alaska.edu

Alternate: Claudia Koch, cckoch@alaska.edu

No meeting held.

15.4 Joint Health Care Committee

Voting Member: Melodee Monson 2011-2013, anmam@uaa.alaska.edu

Voting Member: Gwenna Richardson, 2012-2014, gjrichardson@uas.alaska.edu

Alternate: Connie Dennis, cmdennis@uaa.alaska.edu

No Caremark next year, only Premera.

15.5 Retirement Committee

Liaison: Claudia Koch, cckoch@alaska.edu

Alternate: Dana Platta, dana.platta@alaska.edu

No meeting held.

16. Other Items of Concern or Comments

17. Agenda Items for March Retreat

Guest: Paula Harrison

FAQ on Tuition for Blog

Grievance handbook and local HR feedback

SDI

Policy and Reg Review

Compensation Proposals

Copy Juella and LaNora with any other items

18. Adjourn

The meeting was adjourned at 12:08 p.m.