

AGENDA  
UAF GOVERNANCE COORDINATING COMMITTEE #44  
November 6, 1998  
10:00 a.m.  
Chancellor's Conference Room

- I Call to Order - J. Richardson
  - A. Roll Call
  - B. Approve Minutes to meetings #44 - October 23, 1998 (Attachment 44/1)
  - C. Adopt Agenda
- II COMMITTEE REPORTS
  - A. Health Issues - M. Combellick (Attachment 44/2)
  - B. Grievance Council - W. Martin
  - C. Intercollegiate Athletics Committee - S. Wilken
- III OTHER BUSINESS
  - 43/3) A. Update on 1999-2000 Academic Calendar (Attachment 43/3)
  - B. Continue Discussion on Staff Council Motion Passed on the Governance Coordinating Committee Procedures (Attachment 43/4)
  - C. Discussion on Technology Advisory Board
  - D. Committee Vacancies (Attachment 43/5)
  - E. Discussion on November Board of Regents Meeting
- IV GOVERNANCE REPORTS
  - A. ASUAF - J. Richardson
  - B. Faculty Senate - M. Schatz
  - C. Staff Council - S. Christensen
- V ANNOUNCEMENTS
  - A. Next Meeting - December 2, 11:00 a.m., Chancellor's Conference Room

VI ADJOURNMENT

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ATTACHMENT 44/1  
UAF GOVERNANCE COORDINATING COMMITTEE #44  
NOVEMBER 6, 1998

MINUTES  
UAF GOVERNANCE COORDINATING COMMITTEE #43  
October 23, 1998  
Chancellor's Conference Room

- I Jean Richardson called the meeting to order at 10:05 a.m.
 

MEMBERS PRESENT:	MEMBERS ABSENT:
Christensen, S.	Combellick, M.
Gatterdam, R.	Frey, B.
Richardson, J.	Martin, W.
Wilken, S.	Schatz, M.
	OTHER PRESENT:
	Mosca, K.

- B. The minutes to meetings #41 (March 13, 1998) and #42 (April 27, 1998) were approved as distributed via e-mail.
- C. The agenda was adopted as distributed via e-mail.

II COMMITTEE REPORTS

- A. Health Issues - M. Combellick
 

Michelle Combellick was ill and unable to attend the meeting.
- B. Grievance Council - W. Martin
 

Wanda Martin was out of town. However, Kathy Mosca stated that the Council is meeting on October 26 to address changes they would like to see in the grievance

procedure, prior to their meeting with Patty Kastelic, Executive Director, Statewide Human Resources. The committee has received a grievance for action.

C. Intercollegiate Athletics Committee - S. Wilken

The committee has met twice regarding the proposed changes to Board of Regents' Policy on Intercollegiate Athletics. Both UAA and UAF athletic departments were not contacted on the policy changes. Also, the policy changes were forwarded without input from the departments that would be impacted. The deans of student affairs had recommended the changes and Faculty Senate passed the proposed changes.

Major concerns were why the changes and what was the intent of the changes. The Coalition of Student Leaders are officially looking at this policy. This was not on the Board of Regents agenda in October but will probably be on the November agenda. Staff Council had not commented on the changes to date. However, this item will go to Staff Affairs for their October 28 meeting. Ron Gatterdam reminded committee members that governance bodies need to respond quicker to issues and that the Regents' are not going to tolerate delays. Sue Wilken stated that she had contacted Nanne Myers' office and the proposed changes were ready for distribution in May, but for some unforeseen reason, UAF governance bodies did not receive it until August.

The Intercollegiate Athletics Committee had requested a delay but the policy went forward to the Senate. Jean Richardson recommended that a subcommittee be formed consisting of students, members from Intercollegiate Athletics Committee, the director of Athletics, and the dean of students to review the policy. This meeting will be scheduled.

III OTHER BUSINESS

A. 1999-2000 Academic Calendar

Faculty Senate drafted the 1999-2000 academic calendar in conjunction with the Registrar and forwarded this item to staff and student governance bodies for action. Staff Affairs will address this item at their meeting on October 28. The students will place this item on their October 25 agenda.

B. Discussion on Staff Council Motion Passed on the Governance Coordinating Committee Procedures

Shannon Christensen addressed the recommended changes that Staff Council has made. The Staff Council passed a motion on October 9 to approve the changes in the procedures with the following amendments: Do not delete rural affairs, specify term lengths, and change Public Safety to Police Department in the Health Issues charge. The Faculty Senate has sent the procedures back to the Coordinating Committee to incorporate the amendments Staff Council has made. Students will add this item to their agenda. Ron Gatterdam asked for the rationale why the Rural Affairs Committee should not be deleted. Shannon Christensen stated that Staff Council voted to retain Rural Affairs so that this committee could assist in lobbying efforts. In the past this committee had not been active. Also, campus safety at the rural sites is a major area of concern. The procedures are pending student action, also.

C. Committee Vacancies

The following committees have vacancies: The Health Issues has both faculty and student vacancies. Intercollegiate Athletics has student vacancies and Jean Richardson will be appointing another student to the Coordinating Committee. Curricular Affairs has a student vacancy. If you are interested in serving on a committee, contact the Governance Office at [fygcc@uaf.edu](mailto:fygcc@uaf.edu).

D. Schedule November and December Meetings

The November and December meetings were set for Friday, November 6 at 10:00 a.m. and Wednesday, December 2 at 11:00 a.m. Both meetings will be in the Chancellor's Conference Room. The early scheduling of the Coordinating Committee meetings will assist governance in promptly responding to issues.

IV GOVERNANCE REPORTS

A. ASUAF - J. Richardson

ASUAF scheduled candidate forums on October 13, 14, and 15; as well as coordinated a voter registration drive. There was a special election last spring for an all-sports pass, which failed. The issue has come up again via a petition and there will be a special election this November. The best case scenario is that the Regents will address this issue at the February meeting and the all-sport pass would not be effective until next fall. There is a Northwest Student Leadership Conference on November 13, 14, and 15, which Jean Richardson will be attending, along with three senators and two other students. Jean Richardson and a couple senators will be attending the November Board of Regents meeting in Anchorage.

B. Faculty Senate - R. Gatterdam

The major area of concern for the Senate this fall has been the union/Senate relations and personnel procedures. An issue of concern for students may be TVC offering classes outside their discipline. Diploma size may also be an issue, but hopefully not. The associate diplomas would be smaller than those for the bachelor's degree. Ron alerted students of a revision to the grade appeals policy from the Board of Regents' office.

C. Staff Council - S. Christensen

Staff Council is preparing for a retreat with President Hamilton on November 5 in Anchorage. Issues will include consistency in holiday closure, pay and personnel whereas staff are being asked to take on the duties of others but their job description does not reflect the additional duties. Campus safety both at the major MAUs and the rural sites will also be an issue.

Sue Wilken recommended more staff training, in areas such as PPA training and software training, etc. A recommendation was made to look into the training offered by Career Tracks with a possible group discount for University employees. Shannon Christensen stated that over the past three years, the Staff Training Committee has worked very hard to put forth a comprehensive training program for supervisors. Also, Carolyn Chapman will be traveling to some rural sites and provide the rural staff with training. The Training Committee is also looking at some skills based training with the Electronic Learning Center through the Gartner Group. Personnel will be handling the PPA training.

V ANNOUNCEMENTS - none

VI The meeting was adjourned at 11:00 a.m.

A tape of this Governance Coordinating Committee meeting is available in the Governance Office, 312 Signers' Hall if anyone wishes to listen to the complete tape.

Submitted by Kathy Mosca, Governance Coordinating Committee secretary.

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ATTACHMENT 44/2  
UAF GOVERNANCE COORDINATING COMMITTEE #44  
NOVEMBER 6, 1998



SPRING SEMESTER-2000

Application for admission deadline for spring semester Wed., Dec. 1, 1999  
 Orientation for new students Mon.-Tues., Jan. 10-11, 2000  
 Residence halls open, 9 a.m. Sun., Jan. 9  
 Financial aid disbursement begins Tues., Jan. 11  
 First day of instruction Thurs., Jan. 13  
 Late registration begins Thurs., Jan. 13  
 Alaska Civil Rights Day (no classes<late registration and fee payment continue) Mon., Jan. 17  
 Late registration and fee payment end Fri., Jan. 21  
 Last day for 100% refund of tuition and material fees Fri., Jan. 21  
 Last day for student-initiated and faculty-initiated drops (course does not appear on academic record) Fri., Jan. 28  
 Last day for 50% refund of tuition (only) Fri., Jan. 28  
 Last day to apply for 2000 spring graduation Tues., Feb. 15  
 Low grade reports for freshmen due not later than Fri., Feb. 18  
 Last day for student-initiated and faculty-initiated withdrawals (W grade given for course) Fri., Mar. 10  
 Spring recess Mon.-Sun., Mar. 13-19  
 Registration for the 2000 fall semester begin Mon., Apr. 3  
 All Campus Day (no classes) Fri., Apr. 21  
 Last day of instruction Mon., May 1  
 Final examinations [[Tues.-Fri., May 2-5]] Wed.-Sat., May 3-6  
 Residence halls close, noon [[Sat., May 6]] Sun., May 7  
 Commencement Sun., May 7  
 Grades due to the Registrar's Office Wed., May 10  
 Fee Payment for the 2000 fall semester begins Mon., July 3

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ATTACHMENT 44/5  
 UAF GOVERNANCE COORDINATING COMMITTEE #44  
 NOVEMBER 6, 1998

The Staff Council passed a motion on October 9 to approve the changes in the procedures with the following amendments: Retain the Rural Affairs Committee, specify term lengths, and change Public Safety to Police Department in the Health Issues charge. The Faculty Senate has sent the procedures back to the Coordinating Committee to incorporate the amendments Staff Council made.

MOTION PASSED AS AMENDED (unanimous)  
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The Staff Council moves to approve the following changes to the Governance Coordinating Committee procedures. The recommended changes clarify the role of the Governance Coordinating Committee in the governance structure at the University of Alaska Fairbanks.

EFFECTIVE: Upon Chancellor's Approval

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UAF GOVERNANCE COORDINATING COMMITTEE  
 PROCEDURES

INTRODUCTION

FACULTY, STAFF, AND STUDENT GOVERNANCE IS ESTABLISHED BY UNIVERSITY OF ALASKA BOARD OF REGENTS' POLICY. EACH GOVERNANCE ORGANIZATION OPERATES INDEPENDENTLY, BUT WITH FORMAL INTERCHANGES OF INFORMATION MADE POSSIBLE BY REPORTS AS PART OF REGULAR MEETINGS. FOR EXAMPLE, THE ASUAF AND STAFF COUNCIL PRESIDENTS ARE NON-VOTING MEMBERS OF THE UAF FACULTY SENATE, AND REPORT ON THE WORK OF THEIR INDIVIDUAL GOVERNANCE ORGANIZATIONS AT EACH MEETING OF THE FACULTY SENATE. THE FACULTY SENATE PRESIDENT ALSO DELIVERS A REPORT ON SENATE ACTIVITIES AT EACH MEETING OF THE STAFF COUNCIL.

ISSUES CAN ARISE WITHIN GOVERNANCE THAT REQUIRE THE ATTENTION OF MORE THAN JUST ONE GOVERNANCE BODY. IN SUCH A CASE, THE ISSUE CAN EITHER BE BROUGHT DIRECTLY TO EACH BODY BY AN APPROPRIATE INDIVIDUAL OR GROUP (E.G., ADMINISTRATION) OR IT CAN BE BROUGHT TO THE UAF GOVERNANCE COORDINATING COMMITTEE, WHICH IS THEN CHARGED WITH THE RESPONSIBILITY.

THE FUNDAMENTAL OBLIGATION OF THE COORDINATING COMMITTEE, ONE ASSOCIATED WITH THE REASON FOR ITS CREATION, IS TO ASSURE TIMELY CONSIDERATION OF AN ISSUE BY EACH GOVERNANCE BODY AND FINAL ACTION ON THE ISSUE: IT ACTS AS MONITOR OF PROGRESS AND GUARANTOR OF COMPLETION.

TO FURTHER AID THE COORDINATING COMMITTEE IN CARRYING OUT ITS OBLIGATIONS, IT ALSO SUPPORTS THE EXISTENCE OF CERTAIN STANDING COMMITTEES CONCERNED WITH CAMPUS-WIDE ACTIVITIES (SUCH AS THE HEALTH ISSUES COMMITTEE) AND RECEIVES REPORTS FROM OTHER COMMITTEES OUTSIDE ITS CONTROL WHO ARE ALSO CONCERNED WITH CAMPUS-WIDE ISSUES (SUCH AS THE POLICE ADVISORY BOARD).

THE COORDINATING COMMITTEE ALSO CREATES AD HOC COMMITTEES AS NEEDED TO ADDRESS PARTICULAR ISSUES NOT UNDER THE PURVIEW OF AN EXISTING COMMITTEE. THE PROCEDURES DETAILED HEREIN DEFINE THE STRUCTURE AND WORKING OF THE UAF GOVERNANCE COORDINATING COMMITTEE.

ARTICLE I Name

Sect. 1. The name of this organization shall be the UAF Governance Coordinating Committee

ARTICLE II Purposes, Responsibilities, and Authority

Sect. 1 The purposes of the UAF Governance Coordinating Committee are:

- A. The body will exist for the express purpose of coordinating unified action from the individual governance bodies and ((to establish conference committees)) to address issues of common concern.
- B. Provide a mechanism of communication between the governance bodies.
- C. ((Set up)) WORK WITH ((conference)) STANDING committees to consider issues affecting multiple constituencies. The committees will report to the UAF Governance Coordinating Committee ((and their respective governance bodies)).
- D. Appoint members to ((permanent)) STANDING committees AS NEEDED, ensuring that there is representation from each of the governance constituencies((,)). ((e))Exceptions TO COMMITTEE COMPOSITION will be made when agreed upon by all constituencies.
- E. CREATE AND APPOINT AD HOC COMMITTEES AS NEEDED.
- ((E))F. The body coordinates recommendations from the STANDING AND AD HOC committees.
- ((F))G. The body will ((recommend)) COORDINATE THE REVIEW AND ACCEPTANCE OF the academic calendar((.)) UPON RECEIPT FROM THE FACULTY SENATE ADMINISTRATIVE COMMITTEE. THE COORDINATING COMMITTEE WILL SUBMIT THE ACADEMIC CALENDAR TO THE CHANCELLOR FOR APPROVAL.

ARTICLE III Membership

Sect. 1 The UAF Governance Coordinating Committee will consist of the president and president-elect, or their designee, of the three governance bodies. In the case of ASUAF, the senate president will serve on the UAF Governance Coordinating Committee. (For the purpose of identifying membership, the three governance bodies are the Associated Students of the University of Alaska Fairbanks, Faculty Senate, and Staff Council.)

ARTICLE IV Leadership

Sect. 1 The chairperson of the UAF Governance Coordinating Committee will be elected from its members for a one-year term, BEGINNING JUNE 1 AND ENDING MAY 31. The election will occur at the last UAF Governance Coordinating Committee meeting of the academic year, WHICH MUST FOLLOW THE COMPLETION OF ALL GOVERNANCE ELECTIONS.



ARTICLE V Committees

Sect. ((1))2 The ((conference)) STANDING committees of the UAF Governance Coordinating Committee shall include:

- ((Academic Computer Users Committee))
- Intercollegiate Athletics Committee
- ((Chancellor's Advisory Committee on Public Safety, Transportation and Parking))
- Rural Affairs Committee
- UAF Grievance Council
- Health Issues

- Sect. ((2))1 A. ((Conference)) STANDING committees shall have at least one representative from each of the governance constituencies, exception will be made when agreed upon by all constituencies.
- B. Terms of all ((conference)) committee members will be one year for students and two years for faculty and staff.
  - C. Committee chairs will be elected from and by the respective committees.
  - D. Committee chairs shall forward committee business to the UAF Governance Coordinating Committee for disposition, EXCEPT WHEN LIMITED BY UNIVERSITY OF ALASKA REGULATIONS.
  - E. Policy items from the ((conference)) STANDING committees must be forwarded to the individual governance bodies for action.
  - F. In addition to the committees' specific charges, the primary responsibility of the committees are formulation and oversight of university-wide policies under the purview of each committee.
  - G. Committees will meet ((at least monthly)) AS NEEDED during the academic year TO FULFILL THEIR DUTIES.
  - H. The chairs of the ((conference)) STANDING committees will report recommendations at the monthly UAF Governance Coordinating Committee meetings.

Sect. 3 ((Conference)) STANDING Committees Charges

((A. Academic Computer Users Committee

The charge of the Computer Users Committee shall be to:

1. review and assess the academic computing needs of the University of Alaska Fairbanks.
2. plan towards improving the academic computer capabilities at the University of Alaska Fairbanks.))

((B. Chancellor's Advisory Committee on Public Safety, Transportation and Parking

The charge of the Chancellor's Advisory Committee on Public Safety, Transportation and Parking shall be to:

1. review and make policy recommendations to the Chancellor and UAF Governance Coordinating Committee regarding campus safety, security, and the transportation system at UAF.
2. serve as an appeal board, deciding appeals regarding motor vehicle citations and privileges.))

((C))A. Intercollegiate Athletics Committee

The charge of the Intercollegiate Athletic Committee shall be to:

1. exercise oversight of the direction of the Intercollegiate Athletics Program.
2. investigate compliance with NCAA and conference regulations.
3. participate in the evaluation of intercollegiate programs

((D.)) B. Rural Affairs

The charge of the Rural Affairs committee shall be to:

1. oversee the general welfare of the UAF community not residing on the Fairbanks campus.
2. monitor all activities affecting compliance with the Rural College mission statement of the University of Alaska Fairbanks.

((E))C. UAF Grievance Council

The UAF Grievance Council will administer grievance procedures and make recommendations in compliance with Board of Regents grievance policy and University regulations.

((F))D. Health Issues Committee

The charge of the Health Issues committee shall be to:

1. address health issues which affect the work environment.
2. coordinate efforts with the Health Center, Fire Department, Risk Management, and ((Public

Safety)) UAF POLICE to find solutions to health issues.

Sect. 3 Ad Hoc Committees may be established as demand warrants.

SECT. 4 THE GOVERNANCE COORDINATING COMMITTEE WILL RECEIVE REPORTS FROM OTHER COMMITTEES OUTSIDE ITS CONTROL WHO ARE ALSO CONCERNED WITH CAMPUS ISSUES. EXAMPLES INCLUDE: POLICE ADVISORY BOARD, TECHNOLOGY BOARD, ONE-CARD COMMITTEE, AND ANY OTHER COMMITTEE DEEMED RELEVANT TO FACULTY, STAFF, AND STUDENTS.

ARTICLE VI Meetings

Sect. 1 The UAF Governance Coordinating Committee will hold monthly meetings during the academic year.

ARTICLE VII Quorum

Sect. 1 A quorum will constitute at least one member from each of the governing bodies.

ARTICLE VIII Parliamentary Authority

Sect. 1 The parliamentary authority shall be the latest edition of Robert's Rules of Order.

ARTICLE IX Amendments

Sect. 1 Amendments to the Procedures require a two-thirds vote from each of the three governing bodies.

Sect. 2 Amendments to the Procedures shall be forwarded to the Chancellor's office for approval.

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ATTACHMENT 44/5  
UAF GOVERNANCE COORDINATING COMMITTEE #44  
NOVEMBER 6, 1998

The following committees have vacancies:

Governance Coordinating Committee:  
Health Issues - faculty and student vacancies  
Intercollegiate Athletics - student vacancies

Faculty Senate:  
Curricular Affairs - one student vacancy



