

A G E N D A
 UAF STAFF COUNCIL
 MEETING #142/Face-to-face
 Friday, 14 March 2003
 8:45-11:00 a.m.
 Wood Center Carol Brown Ballroom

- | | | | |
|-------|------|---|---------|
| 8:45 | I | Call to Order - Larry Ledlow | 10 Min. |
| | | A. Roll Call | |
| | | B. Approval of deferred Minutes to Meeting #140 | |
| | | C. Approval of Minutes to Meeting #141 | |
| | | D. Adoption of Agenda to Meeting #142 | |
| 8:55 | II | Larry Ledlow, Staff Council President's Report | 20 Min. |
| | | Rory O'Neill, President-Elect's Report | 15 Min. |
| 9:15 | III | A. Board of Regent's report - Rory O'Neill (Attachment #1) | |
| | | B. Faculty Senate Report, Godwin Chukwu, Faculty Senate President (not available) | |
| | | C. ASUAF Report, Derek Miller, ASUAF President | |
| | | Staff Council Guest | |
| 9:30 | IV | A. Amy Bristor, Summer Sessions | 5 Min. |
| | | B. Jim Johnsen, VP for Faculty & Staff Relations | 20 Min. |
| 10:00 | V | Committee Reports | |
| | | A. Staff Affairs - G. Hazelton (Attachment #2) | 5 Min. |
| | | B. Elections, Membership, and Rules - D. York | 5 Min. |
| | | C. Rural Affairs - S. Culbertson | 5 |
| | | D. University Advocacy - A. Linn (Attachment #3) | 5 Min. |
| | | E. Ad Hoc Committee on Diversity & Tolerance - Maya Salganek | 5 Min. |
| | | F. TAB Report - Josh Steadman | |
| 10:20 | VI | Old Business | 10 Min |
| | | A. Staff Picnic & Raffle and Longevity Awards Program | |
| | | B. Update on e-communication - Rory O'Neill (Attachment #4) and Liam Forbes (Attachment #5) | |
| | | C. Staff Council Workshop update and comments | |
| | | D. Make Students Count update | |
| 10:30 | VII | New Business | 15 |
| | | A. Example of Outstanding Senator of the Year Award guidelines (Attachment #6) | |
| | | B. Discuss upcoming officer election's process - Larry Ledlow | |
| 10:45 | VIII | Public Comments and Questions | 15 Min. |
| 11:00 | IX | Adjournment | |

ATTACHMENT 142/1
 UAF STAFF COUNCIL #142
 FRIDAY, 14 MARCH 2003
 RORY O'NEILL - BOR REPORT

Trip Report - UA Board of Regents Meeting February 19-21, 2003
 UAF Staff Council President-Elect

Favorite Quotation

Regent Cynthia Henry: "You are what you fund. Whatever you funnel resources towards is who you are since it's what you're actually doing."

High School Exit Exams, No Child Left Behind

- As a post-secondary institution self-mandated to accept applicants regardless of their academic preparation, a contradiction arises in cases where a secondary school diploma/G.E.D. has not been achieved. Post-secondary remedial services are offered by various entities, therefore, UA might choose to not take market share from those businesses by expanding its existing or introducing new remediation programs.
- Grade "13" programs will be needed beginning 2004 to respond to high school students who fail exit exams.
- Educational background requirements levied upon teachers/teacher aides indicating that one's post-secondary major is the only subject matter one can teach may lead to proliferation of video-conferencing based instruction, especially in Alaska.
- Faculty are typically obligated to perform professional service, university service and public service, though some universities delegate the public service activity to separately hired liaisons.

New Academic Programs

- Regular maintenance of academic programs by Provosts/Chancellors seems to have an overwhelmingly positive effect on state and state resident needs.

Peer Institutions and Student Wage Grid

- Hawaii, Idaho, Montana and Wyoming will be used as market standard for proposed adjustment to student wage scale.
- UA might explicitly endeavor to graduate into the next tier of peer U.S. educational institutions, breaking away from Montana, Hawaii, Idaho, etc. Otherwise, expectations of ourselves as an institution are held hostage to the performance of out-of-state management teams and regents.

New Facilities

- UAF's West Ridge Research Building (WRRB), being the only viable short-term relief to research growth pressures, has doubled in cost and concept from original \$8M design. BOR approval was attained.
- UAF's Biological and Computational Sciences building (BICS), an estimated \$90M project, was presented along the following lines: "The BOR is being asked by management to approve the pursuit of a very large building." Being made up of three new (governor-appointed) Regents, the board apparently reversed its previous comfort/confidence/stance and chose to not allow the construction of a 155,000 sq. ft. shell (just yet), to be followed in subsequent years as funding could be secured for application of external skin, internal build-out, phased occupancy, parking, etc. The BOR instead approved the utilidor extension project, temporary parking adjacent to building site, and design work to generate options for multiple smaller structures and/or structures that do not block the viewscape of the IARC building. Less than half the \$20M GO bond funds approved by the voters for BICS has been encumbered by these approvals.
- Backfill of vacated space in existing buildings might be explicitly detailed and tracked as part of new facility planning and design.

Centralization of Authority (?)

- The BOR questioned a recommendation that UA Statewide create a Chief Information Technology Officer (CITO) role, wondering aloud about one person's ability to truly maintain expertise in the gamut of IS/IT sub-specialties. The fully burdened compensation for a CITO could instead fund multiple \$50K experts every year...- The process for how projects at the MAUs are conceived, prioritized, planned and initiated is being formalized and centralized so that the entire UA system exhibits greater standardization and control over its activities. This initiative was well received by the BOR.

Human Resources and Employee Total Compensation

- Compared to other BOR committees, the HR committee didn't have a lot of business on its agenda. Based upon interactions with UA management the committee didn't express a sense of history or continuity of issues, nor did anyone choose to openly display a grasp of the details of HR issues being worked behind the scenes. One might reasonably extend the possibility that they tackled these issues during the closed session along side labor relation's items, but the session lasted less than twenty minutes. I was shocked.
- The BOR didn't challenge any of management's statements regarding how health plan design was going to "provide cost containment" or why "reducing volatility of employee contributions" was deemed more important than, for example, health care costs being continually shifted to employees.
- Given the limits on financial obligation and risk for health plan costs (not cash flow) enjoyed by the business entity "UA" under the defined contribution arrangement, the BOR might formulate values to guide UA management in the reengineering of employee health plans. - Unless consumption of health plan services by enrolled participants is curbed, continually so as to offset catastrophic claims and medical inflation driving up the costs of services dispensed, health plan design changes simply reallocate claims costs amongst employees. In the absence of stated values we may enable a situation whereby many employees will begin to relieve themselves of the risk-amortizing role they play in the self-insured group. How are the aging employees or families going to fare in the absence of explicitly stated values?
- The 3% annual escalator for the employer contribution to the health plan needs immediate adjustment and should be indexed to an accepted measure of regional medical inflation. Otherwise, with every passing year (since 1997?) health plan costs are being shifted to UA employees, driving the salary feature of total compensation downward. Combined with dreadfully lagging cost of living adjustments to the salary scale, the realized standards of living for UA employees static or eroding. To pacify and offset organized dissent, management continues to rely upon the stepwise-defined, merit-based increases in salary. However, as one's tenure with UA increases the available annual step increase decays according to the progression 3% --> 0%. The downward progression in salary as tenure increases is a structural feature-prompting turnover of UA's top performers.
- Non-collectively represented UA employee salaries are awaiting an overdue market salary alignment analysis that itself is being held hostage by a protracted job reclassification project (having a June 2004 endpoint). Why hasn't a market salary survey been initiated in phases mirroring those defined for reclassification? How do we encourage UA management to stop stalling?

ATTACHMENT 142/2
UAF STAFF COUNCIL #142
FRIDAY, 14 MARCH 2003
Gabby Hazelton - Staff Affairs Minutes

Staff Affairs Minutes
February 24, 2003; 2 pm
WC Conference Room B Audio-conference:

I Roll Call
Gabrielle Hazelton, Chair
Joyce Allen-Luopa
Annette Chism
Jean Crews
Liam Forbes
Nici Murawsky

Ramona Pierce

Guest, Rob Cermak, UAF Trails Club

II Old Business

A. Parking. GI has asked administrative parties to participate in a presentation

addressing West Ridge parking concerns. No response or date as of yet. Joyce has talked with the Parking Committee Chair and found him to be unresponsive to

comments & suggestions. Linda Cook is the staff representative on the Parking Committee; send concerns to linda.cook@uaf.edu. She did say that they were hiring a consultant to perform a survey of the parking & circulation on campus. This includes non-vehicular transportation.

B. SRC fees/Life Lectures-<http://www.uaf.edu/src/> & www.uaf.edu/uaf-life. Joyce talked with Ruth Olson, Director of SRC. Seems to be some confusion in terms: SRC does have semester/yearly costs; Life Lectures at SRC are free. Gabrielle will send out a short blurb to the Staff Council reps to clarify. Joyce will mention some confusion on the website to Ruth.

C. Family Medical Leave-privacy- Jennifer Youngberg, UAF HR ATTACHMENT 1
The committee discussed Jennifer's information and reviewed BOR policy/UA regulation on personnel file access/confidentiality. Gabrielle will follow up with the questions 1) Who decides "qualifying event?" and 2) How does this person(s) decide?

D Reduction in Force-Joyce. Gabrielle passed on a report from Rory from 2/5/03 Admin Cmte 6-12 SAR employees are affected; given notice that positions will not

be renewed for between July 1-Oct 1. GI HR helping w/ placement; RIF positions will be counted as "internal" for GI recruitment. The committee agreed it is unfortunate there is not a system to give fast accurate information regarding possible or confirmed RIFs. This situation was marred by rumor and gossip.

E changes in exempt/non-exempt status due to new class project- Gabrielle passed

on a report from Rory from 2/5/03 Admin Cmte. For salary to hourly changed people, there have been some successes for back pay. UAF HR is taking case-by-case. It was added that Jim Johnson is looking to expedite review across

MAU for future families.

F Compensation motion-passed SC 10/02 status? ATTACHMENT 2. Committee was disturbed that SW did not give a response. Committee felt it was important to keep this issue on the front burner. Liam will talk with Larry about future action.

J. Pets on Campus www.rtx1.com/UAF-SRPO. Society has not taken a stand, but is for education. Annette will talk with Ron Pierce about enforcement of both old &

new and why a new policy was needed. The committee felt that the Trails Club memo was too specific and wanted to keep looking at the entire policy.

III New Business

All new business was tabled for the next meeting due to time.

IV Next Meeting - March 24 at 2 pm in Wood Center Conference Room B

V Adjourn

Attachment 1-FML

Date: Mon, 27 Jan 2003 16:35:58 -0900

From: Jennifer Youngberg fnjjy@uaf.edu

The questions are

SA: Why does UAF require such detailed information in a physician's certification?

JY: UAF utilizes the approved Department of Labor certification form.

SA: What happens to the information provided on this form? (i.e., how is it used?)

JY: It is only used to substantiate an employee's qualifying event for FML. An employee must show sufficient medical reason for utilizing the FML act.

SA: How is this information protected from release?

JY: It is confidential and is kept in a separate medical file by the benefits coordinator. However, to my understanding from General Counsel this does not fall under the HIPAA privacy act and since it has to do with direct employment relationship it is subject to release on a "need to know basis" - meaning it will

only be released upon an employee's consent, subpoena or in some cases to our general counsel office.

SA: Are there other means for certification that would protect the patient's privacy?

JY: Not that I am aware of? Again, we are utilizing a method adopted and approved by the U.S. Department of Labor. Previously we were using a form that was developed internally, however, it was decided by the statewide administration

to begin using the dept of labor form about a year ago. It was felt this was an

'approved' form and we would be better off complying with that.

It is true the law states that as the employer we may request medical documentation. And the university system-wide has decided to do that.

Attachment 2-compensation motion status

Date: Tue, 28 Jan 2003 17:17:38 -0900

From: "Rory O'Neill" <roneill@asf.alaska.edu>

To add, when pressed at the last Staff Alliance meeting to explain why the UA administration would in fact ever take it upon themselves to conduct a market salary survey for the staff salary grid, Jim Johnsen, newly appointed VP for Faculty and Staff Relations, wasn't able to answer that specific question. Instead we received the following themes:

- a. Since faculty is the 'royalty' employee at every institution of higher education, perhaps look to them for guidance on how to effectively articulate (to the administration) the need for salary adjustment.
- b. A salary survey could not be conducted (and thus would not be commissioned) without first having a market-accepted classification system in place so as to be able to compare apples with apples.
- c. When asked whether he'd commission a salary survey without having the financial

means to do anything to address its findings, he said something to the effect: "It's best not to ask questions that you don't have answers to."

In summary, to date there is no mechanism for staff to NEGOTIATE or INSPIRE adjustments to total compensation or any element therein.

Rory.

At 03:05 PM 1/28/03 , Larry L. Ledlow, Jr. wrote:

There was no formal response from Statewide HR on this motion (to whom it was addressed).

Staff Alliance has continued to emphasize to Statewide HR the need for equitable compensation, particularly in light of the increased healthcare costs. The fact that any increase to the grid is specifically excluded from the next budget is particularly troublesome. Furthermore, in response to a regent's question about a review of compensation equity at their Dec 5 meeting, Jeannine Seneschal stated such an undertaking may "possibly" take place, but it was not planned (much less funded) at this time. She underscored the need to avoid tying compensation and re-classification. Of course, we all know Statewide did in fact couple the two, since they have argued we can't have a salary review until we have a job classification system in place. Personally, I

think we got the slow roll as many suspect would happen.

I will press SA to develop a much stronger mandate on this topic.

ATTACHMENT 142/3
UAF STAFF COUNCIL #142
FRIDAY, 14 MARCH 2003
ANGELA LINN - UAF ADVOCACY MINUTES
University Advocacy Committee Meeting Notes
February 13, 2003
12:00-1:30
Alumni Lounge, Constitution Hall

Members Present:

Joe Hayes, Darlette Powell, Sarah Comstock, Scott McCrea, Josh Steadman, Maya Salganek, Angela Linn

Members Absent:

Cynthia Bauer, Nansi Chandler-Norum, Emily Drygas, Diane Gray, Krystal Huwe, Kathy Mosca, Patty Picha

I. Welcome to new members

Joe Hayes only new member present

II. Legislative Session Plans:

A. ASUAF Planned Campaign

Josh Steadman invited Erin McGrath to the meeting to discuss ASUAF plans. According to their schedule for spring, the following activities will be undertaken by ASUAF:

February: 10th - Adopt-a-College-Student Campaign Kickoff (approx. 12 students will be adopted by a legislator and this student will contact that legislator once a week regarding University issues)

17th Postcard Campaign Begins (plan to submit to the legislature towards the end

of the session more useful at that time; cards will include a location to enter your Legislative District, for ease of sorting;

also will include a comment area any cards with written comments must be read by

the legislators, even if it only says I love the University ;

March: 1-4th Legislative Conference in Juneau (take adopted students to meet their legislator; do lobbying for 2 days)

(6th Governor announces his budget)

April: 25th Deliver cards to Juneau

Advocacy Committee agreed that we should try and participate in the Postcard Campaign. We ll try to have a table for ASUAF at the UAF Day at North Pole event

for people to sign cards and show support.

B. Potential Contacts

Scott McCrea pointed out that Wendy Redman is the person more likely to work with

us regarding our activities for Legislative actions.

C. Travel Possibilities

The committee agreed that we should attempt to send a representative(s) from the

Advocacy committee to Juneau for the Legislative Conference in March.

n: -Submit request to Staff Administrative Committee/Staff

Alliance for funds to send a rep. (or two) from this committee to the Legislative Conference March 1-4-Invite Ann Ringstad or Wendy Redman s comments/suggestions as to planned activities Sarah Comstock: -Add ASUAF to invitation list for UAF Day at North Pole

III. College Prep Day at JP Jones Community Development Center

A. Date: March 13, time changed to 3:15-5:00

The committee agreed to participate and will attempt to solicit material from various colleges, deans, etc. to include on table.

B. What do we need for supplies? Sarah Comstock agreed to check with Solveig Pedersen, Admissions Counselor, to see what they are bringing and what we should attempt to obtain.

C. Sign up volunteers to sit at table.

Sarah and Darlette 3:15-4:00

Josh 3:15-4:30

Angie 3:15-5:00

Tasks:

Sarah Comstock: Contact Solveig Pedersen to see what Admissions is bringing and what we should obtain.

Joe Hayes: Contact LaJuana Williams, OMA, to see about target audience and how we could assist in this (e.g. get some student athletes to be there)

IV. UAF Day at North Pole

A. Date: April 19, 12:00-4:00, North Pole Mall

B. Progress Report Scott McCrea

Scott reported that the memo from the President to the Deans/Directors will go out the last week of February. This memo will encourage participation in the event. Sarah Comstock will send out the invitation letter the 1st week of March so that departments will have a chance to discuss the event and be aware that it is happening. There will be flyers at the North Pole Winter Carnival in March. Other advertising, as discussed at previous meetings, will also occur in March and April. Scott has contacted the new Athletic Director to encourage participation by the student athletes, possibly to have teams there in shifts for signing autographs. The possibility of a live radio remote was discussed maybe KWOLF? We ll discuss this later. The question of tables came up again we will investigate the possibility of utilizing North Pole churches or Eielson AFB.

V. Spring Tour at Poker Flat

A. Date: May 14 (Wed), 10:00-2:00

B. Progress Report

Darlette confirmed Neal Brown s participation. He will be our guide on the bus as

well as the tour guide at Poker Flat. Angela confirmed that we can have the \$50 to

purchase the motors for the rockets. Neal said that people could either construct their rockets ahead of time, or we can all do them together (under his supervision) at Poker Flat. Darlette suggested that the Space Grant Program could donate the other materials for the rockets. Committee decided it would be best to have all the supplies there and the group can construct the rockets on-site, then shoot them off. It is possible to shoot off the rockets even if it's raining, so there is no problem if the weather is poor. Also, there is a large space for eating our box lunches if need be. Committee agreed that advertising will begin after Spring Break. Priority will be given to Rural Site Staff Council reps. and the two people who signed up for the Fall Tour that did not happen. After that, first come, first served. In-kind donations confirmed: Facilities Services donate bus and driver (4 hours) Dining Services donate box lunches for 25 Neal Brown donate time for tour In-kind donations to obtain: Rocket-making supplies by Space Grant Program

Purchases: Rocket motors, purchased by governance.

VI. Good of the Order

The committee agreed to set a regularly scheduled meeting time as the 2nd Monday of each month, over the noon hour (12:00-1:30 to be safe). This works out to the following schedule:
March 10 - Mambo Grille in North Pole
April 14 - location TBA
May 12 - location TBA

ATTACHMENT 142/4
UAF STAFF COUNCIL #142
FRIDAY, 14 MARCH 2003
RORY O'NEILL
E-MAIL COMMUNICATION UPDATE

A. UAF's "All-Campus" e-mail list <uaf-l@www.uaf.edu> is composed of approximately 8000 individual e-mail addresses representing the university-owned e-mail accounts of students, staff, faculty and administrators at the University of Alaska Fairbanks. E-mail messages targeted at the all-campus list are transmitted to the inbox of a UAF All-Campus List Administrator account. Messages are screened by a person, queued for campus-wide broadcast and dispatched to all 8000 e-mail addresses. Moderation of the UAF All-Campus List will be conducted out of the Office of the UAF Chancellor.

Because of the heterogeneity of the computers utilized by persons using e-mail accounts at UAF, all-campus messages should adhere to the following communication guidelines:

1. Convey information as plain text in the body of the e-mail message. Information exceeding 64 KB in size requires special permission of the list administrator during the message screening procedure.
2. Attachments - The objective of an all-campus list is effective, wide-spread communication. Do not require readers to have application software or an operating system specific to a communication. However, supporting information is often appropriate and should be conveyed as URLs within the body of the message (URLs that point to servers hosting those files).

3. E-mail account userids will not be optionally excluded from the list. In exchange for the privilege of receiving exclusive use of a university provided e-mail account, account holders will be subject to carefully screened content (it's not supposed to be called employer spam! The UAF all-campus list is re-generated on a weekly basis by a series of computer programming scripts, without involving access to the Banner system database. The accuracy of the list is dependent upon the accuracy of non-centralized e-mail services provided throughout UAF, including those associated with host computer aurora and various computers at SFOS, ARSC and the GI. The UAF all-campus list resides at host computer zorba which is currently

managed by Daniel J. LaRoe (474-6564, fxdjl@fxdjl.dcc.uaf.edu). --

B. UAF's "All-Staff" e-mail list <uaf-staff-l@www.uaf.edu> is under construction as of this writing, yet is available. It is composed of approximately 2000 individual e-mail addresses representing the university-owned e-mail accounts of staff (and administrators?) at the University of Alaska Fairbanks. Similar to the Chancellor's all-campus list,

the all-staff list is generated and maintained via computer programming scripts.

The guidelines for effective electronic communications cited above apply equally to use of the UAF all-staff list. Messages sent to the list are transmitted to the inbox of a UAF All-Staff List Administrator account. Messages are screened by a person, queued for broadcast and dispatched to individual e-mail addresses. Moderation of the UAF All-Staff List will be conducted out of UAF's Governance office.

As of this writing the single challenge that remains relates to being able to differentiate staff e-mail accounts from faculty and student e-mail accounts at UAF. E-mail services provided from host computer aurora adhere to a encoding system whereby the prefix of the account's userids determines the user type for the account (ff__ = faculty, fs__ = student, fn__ = staff, etc.).

UAF's School of Fisheries and Ocean Sciences (SFOS) actively manages three separate lists to achieve this differentiation, however, the Arctic Region Computing Center (ARSC) and the Geophysical Institute do not. Short of mandating that employees utilize an aurora-based e-mail account, Jo W. Knox, Jr.

(474-474-6564, fxjwk@uaf.edu) is working with the e-mail services personnel at these units to craft a computer programming script friendly solution.

C. Additional Services in Support of e-Communications at UAF

With the planned FY2003 upgrades to host computer zorba and UAF's storage area network (SAN) there appear to be adequate resources to consider additional services. We briefly touched upon an electronic discussion (aka bulletin board or guest book), a place for supporting files and electronically archived governance documentation, and on-line elections. As soon as a description of Governance requirements or desires for such services can be documented they should be conveyed to Mr. Knox.

"Mr. Rory J. O'Neill" <fnrjo@uaf.edu>

UAF Staff Council President-Elect

(907) 474-6649

ATTACHMENT 142/5

UAF STAFF COUNCIL #142

FRIDAY, 14 MARCH 2003

LIAM FORBES - E-MAIL COMMUNICATION UPDATE

Here is the original "attachment" I sent to be included in the VP report. If you only want to include selected sections from it, that's fine (I can talk to pretty much any part of this, or the whole thing), but please include the entire section. (Example, please make sure to include the UAF Listserv URL in the Resources section).

Once Rory and I have described what's been done so far (the All Staff list), my main query to Staff Council will be "how do you want to communicate with your constituents?" We've just about finished creating the announcements mechanism, the next step is the discussion mechanism within Units and we need feedback from the SC Representatives to create something effective.

Begin forwarded message:

> From: Liam Forbes <lforbes@arsc.edu>

> Date: Tue Feb 18, 2003 4:34:35 PM America/Anchorage

> To: Staff Council <fystaff@aurora.uaf.edu>, "Larry L. Ledlow, Jr."

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> <lledlow@asf.alaska.edu>
> Cc: fnrjo <fnrjo@uaf.edu>, fnlof@uaf.edu
> Subject: Re: E-Communication
>
> Project Goals:
> - efficiently and widely disburse information
> - efficiently and widely collect input
> - create dialog(s) between SC and constituents
>
> Project Resources:
> - Staff Council Web Site
> http://www.uaf.edu/uafgov/staff/index.html
> - UAF Events Calendar
> http://www.uaf.edu/cgi-bin/events/webevent.cgi?cmd=openencal&cal=cal5
> - UAF Listserv
> http://www.uaf.edu/listowners
>
> Audience (by "contactability"):
> - main campus employees
> - ARSC
> - IMS
> - GI
> - Rural sites
>
> Problems:
> - generating & maintaining an accurate list of UAF
(unrepresented)
> staff emails
> - distribution mechanisms
> - granularity of desired control/discussion
>
> [Some] Solutions:
> - create an "all staff" UAF list that includes only UAF staff
> (not students or faculty); use it and the Chancellor's list;
> announcements only based upon known guidelines
> - create unit email lists managed by the unit
representatives;
> discussion allowed - moderated by representatives; use input
> from department PPAs to generate address lists
> - create unit focused web pages maintained by unit
representatives
> (ex: http://www.gi.alaska.edu/staffcouncil/)

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Liam Forbes lforbes@arsc.edu http://www.arsc.edu/~lforbes
Box 756020 910 Yukon Dr. Suite 106 Fairbanks AK 99775-6020
907-474-1898 fax: 907-474-5494 check web page for PGP key
High Performance Computing Systems Programmer/Analyst

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ATTACHMENT 142/6
UAF STAFF COUNCIL #142
FRIDAY, 14 MARCH 2003
RORY O'NEILL - EXAMPLE OF
OUTSTANDING SENATOR OF THE YEAR GUIDELINES

EXAMPLE OF THE OUTSTANDING SENATOR OF THE YEAR AWARD (OSYA)
GUIDELINES - FOR STAFF COUNCIL REVIEW

PURPOSE:

THE OUTSTANDING SENATOR(S) OF THE YEAR AWARD IS AN AWARD TO BE GIVEN BY THE UAF FACULTY SENATE FOR TRULY OUTSTANDING CONTRIBUTION OF SERVICE FOR ACADEMIC QUALITY AT THE UNIVERSITY. THE CONTRIBUTION TO BE RECOGNIZED WOULD BE FAR BEYOND THAT NORMALLY MADE BY AN INDIVIDUAL IN THE NORMAL PERFORMANCE OF HIS OR HER JOB.

CRITERIA:

THE RECIPIENT SHOULD BE A SERVING MEMBER OF THE UAF FACULTY SENATE OR A SERVING MEMBER OF A PERMANENT OR STANDING COMMITTEE OF THE FACULTY SENATE WHO HAS MADE A MAJOR CONTRIBUTION TO THE FACULTY'S AND STUDENT'S WELFARE, to the faculty's ability to carry out its duties more effectively, to the general betterment of the University outside the teaching and research function, or has shown wise and courageous leadership (and responsibility) IN BEHALF OF THE FACULTY AND UNIVERSITY. THIS SHOULD BE AN AWARD FOR SERVICE, NOT TEACHING OR RESEARCH, ABOVE AND BEYOND THAT NORMALLY EXPECTED FROM AN INDIVIDUAL.

NON-ELIGIBILITY:

THE PRESIDENT AND PRESIDENT-ELECT OF THE FACULTY SENATE ARE NOT ELIGIBLE TO RECEIVE THIS AWARD IN THEIR POSITIONS DURING THEIR YEARS OF SERVICE.

PROCEDURES:

ANY ELIGIBLE FACULTY SENATE MEMBER MAY NOMINATE A CANDIDATE FOR THE LETTER OF NOMINATION SHOULD INCLUDE A BRIEF LIST OF THE SENATOR'S ACCOMPLISHMENTS AND A COVER LETTER THAT MAKES THE CASE FOR THE NOMINEE. THE NOMINATION SHOULD BE SUBMITTED TO THE FACULTY SENATE PRESIDENT BY MARCH 1. THE SCREENING COMMITTEE WILL CONSIST OF FIVE MEMBERS. ONE MEMBER WILL BE APPOINTED FROM THE PROVOST COUNCIL BY THE PROVOST. THE FACULTY SENATE WILL SELECT FOUR (4) MEMBERS ONE OF WHOM WILL BE THE PRESIDENT-ELECT, AND THREE OTHERS, NONE OF WHOM IS A NOMINEE, IN THE MARCH MEETING OF THE SENATE. THIS COMMITTEE WILL MEET PRIOR TO THE APRIL MEETING OF THE SENATE TO SCREEN ALL APPLICANTS AND SELECT ONE OR TWO CANDIDATES THAT ARE RECOMMENDED TO THE SENATE PRESIDENT. IN THE APRIL FACULTY SENATE MEETING, THE COMMITTEE SHALL MOVE THE APPROPRIATE RESOLUTION(S). AFTER APPROPRIATE DISCUSSION, THE FULL SENATE SHALL VOTE BY SECRET BALLOT ON THE MOTIONS. A SIMPLE MAJORITY VOTE OF THOSE ATTENDING WILL BE NECESSARY FOR THE SENATE TO CONFIRM AN OSYA. THE VOTES WILL BE COUNTED BY THE PRESIDENT AND SECRETARY OF THE SENATE, AND THE AWARD IS ANNOUNCED BY THE PRESIDENT OF THE SENATE.

THE AWARD IS TO BE PRESENTED BY THE PRESIDENT OF THE SENATE AND THE FORM OF THE AWARD SHALL BE A FRAMED, HAND-LETTERED CERTIFICATE THAT CONTAINS THE RESOLUTION PASSED BY THE SENATE AND THE SIGNATURES OF THE FACULTY SENATE PRESIDENT AND PRESIDENT-ELECT.

Mr. Rory J. O'Neill" <fnrjo@uaf.edu>
UAF Staff Council President-Elect
(907) 474-6649