

AGENDA

A G E N D A

UAF STAFF COUNCIL #144

FRIDAY, 16 MAY 2003

Face-to-Face - 8:45-11:00 a.m.

WOOD CENTER MEMORIAL CONFERENCE ROOM

- 8:45 I Call to Order - Larry Ledlow 10 Min.
A. Roll Call
B. Approval of Minutes for #143 as amended
C. Adoption of Meeting #144 Agenda
- 8:55 II President's Report 20 Min.
A. Larry Ledlow, President's Report
B. Rory O'Neill, President-Elect's Report 10 Min.
- 9:25 III Public Comment 10 Min.
- 9:35 VI Governance Reports
A. Faculty Senate Report, Pete Pinney, President 5 Min.
B. ASUAF Report, Thom Walker, ASUAF President 5 Min.
- 9:45 V Committee Reports
A. Staff Affairs - G. Hazelton (Attachment #1) 5 Min.
B. Elections, Membership, and Rules - DeShana York (Attachment #2) 5 Min.
C. Rural Affairs - S. Culbertson 5 Min.
D. University Advocacy - A. Linn 5 Min.
E. Ad Hoc Committee on Diversity & Tolerance - Maya Salganek 5 Min.
- 10:10 VI Staff Council Guests
A. Chancellor Marshall Lind
B. Mike Humphrey, Director of Benefits, Statewide HR Office 15 Min.
C. Carolyn Chapman, Director of UAF HR 10 Min.
- 10:35 VII Old Business 15 Min.
A. Motion for Outstanding Staff Council Achievement Awards Program - Larry Ledlow (Attachment #3)
B. Staff Council Committee meeting's schedule June, July, and August
C. Picnic Update - Maya Salganek
D. IT Update - Josh Steadman
E. UAF's Equivalent to the Gorsuch Memo - Josh Steadman
F. Update on Wood Center audio equipment - Josh Steadman
- 10:50 VIII New Business 10 Min.
A. President-Elect Nominations - Larry Ledlow (Attachment #4 Resolution Ballot)
- 11:00 IX Adjournment

ATTACHMENT #144/1

UAF STAFF COUNCIL #144

Friday, 16 May 2003

Staff Affairs Report - Gabby Hazelton

Staff Affairs Minutes

AGENDA

28 April 2003 8:30 a.m.

Audio-conference:

I Roll Call

Joyce Allen-Luopa

Reyne Athanas

Annette Chism

Jean Crews

Gabrielle Hazelton, chair

Julie Wegner

LaJuana Williams

Excused:

Liam Forbes

Wanda Fields

II UAF

A. parking - Gary Newman, GI, email says the communication (website, emails, hotline) is good, GI motion is on hold. Committee felt topic is closed at this time.

B. formal education vs. equivalent experience in HR recruitment- Julie will talk with Earlina Bowden, Asst, to the Chancellor for Campus Diversity & Compliance.

C. Volunteerism program status-Joyce will talk with Scott McCrea and Jim Johnson, SW, to check current status and try to get the original document. She is especially interested in CAP becoming a qualified, approved group.

D. Retention/career ladders-unsure of original intent with topic. There used to be "Career Power Program" which lost personnel & steam. G.I. is expanding the program so that its intent will have actual value for the participants at the end of the program presentation. Joyce will touch base with Jim Johnson, SW, in regards to this program.

III. UA

A. Staff working after retirement-Wanda Committee was interested in finding out how many employees on UAF campus have returned after retirement. If it is a small group, therefore small numbers of staff denied promotion because of their return, etc., it is not necessarily a topic to pursue.

B. Family Medical Leave & Leave Share program Jennifer Youngberg, UAF HR Benefits Coordinator, is willing to offer a Q&A forum focused at staff users, not PPAs. Committee will aim for September and will ask for a separate forum/telecon for rural staff. Will request she specifically address "spirit/good faith" of implementation, privacy, supervisor change of agreed work schedule, etc.

C. Compensation Position Summary - Liam will use 10/02 motion and historical info from Kurt Carlson's 9/00 motion. The committee's goal is to present a comprehensive statement to Staff Council in September 2003.

IV New Business

A. GI intern housing-Julie. Yearly program brings consistent number of people to housing which is expensive, residents are spread all over housing, food is stolen, etc. Have had no luck getting a special deal or easy coordination. RAHI is also affected by this. And the possible issue that Summer School Students could be treated differently than Hotel Guests.

V Next Meeting - May 19 at 830am in Wood Center Conference Room B?

VI Adjourn

AGENDA

ATTACHMENT 144/2

UAF STAFF COUNCIL #144

Friday, 16 May 2003

Elections, Membership, and Rules Report - DeShana York

Meeting: Election, Membership & Rules Committee
10:00-11:30am

Roll Call: Present: Rory, Jeannette, Josh, Lillian, Gary, LaJuana, and DeShana. Gabby was absent.

Approval of the agenda: DeShana asked that we table officer workload verbiage until the next meeting because Rory needed more time to work on the wording. There was nothing else to change on the agenda.

Unit Designation:

The list sent out through email to the committee members was to see if all units were being properly represented at Staff Council. Gary made some changes to combine the PAIR list and the other list of representation from the Governance Office. It was suggested that the lists were the ones needed and it would not be necessary to return to PAIR for more information. Yvonne is willing to work with us on the current list. Gary asked if part time representation should be given status and DeShana said yes, they should be included in the numbers. DeShana said the purpose of looking over the list was to make sure that all units were represented and make sure our numbers are current. Rory said in doing a preliminary scan, there are 29 representatives currently but according to the list we need 34. DeShana suggested we do a review every 6 months to a year to make adjustments although it was suggested this might be problematic. Gary suggested that review should be done for the election. The reviewed information would be presented in September. Rory shared his concerns about the list being accurate and if it should be the formal list that we follow. DeShana said she's very comfortable with the list as it's from Statewide who prints the checks and is the most up to date information. She's more confident in this list than in past lists. Rory suggested that Governance should use the same information as well.

On-line Balloting:

Josh & Rory will meet about the PowerPoint presentation that will be given to Statewide on a specific date (yet to be determined). They only have to edit a few more sections of the presentation. DeShana asked if Josh could send out the presentation so the committee could make suggestions about editing/give feedback. The presentation will be sent out on Thursday, by the end of the day.

UAF Committee

Gary reported that Chris Bennett could only name the Master Planning Committee and two subcommittees from that group-one of which has staff representation (the Parking subcommittee). The North Campus committee is really about West Ridge/research and outdoor uses and not necessarily about things concerning staff council. For Mater planning, it might be alright if a Staff Council designee t be on it but as Rory suggested it would be good to know if the staff members present on the committee were staff council related or if they were just a component of the committee by it's arrangement. Gary isn't sure if it's Staff Council that is represented. Josh suggested sending out a memo saying that there needs to be representation and that we should do something more to get the word out that Staff Council wants a voice on committees. Rory said that having so many reps from all the different committees might be difficult. Josh suggested perhaps what is necessary is just a list of all the different committees. Gary said, we don't necessarily need to be on all of them but those that effect staff issues. It was decided to revisit the committee information and DeShana asked Josh for the bylaw information from ASUAF.

Attendance Language:

AGENDA

A draft was sent out to the committee. Jeannette brought up the issue that sometimes an alternate is not available to take the place of a regular staff council committee member. Can that absence be excused? Gary said yes, that would be something the president would excuse. Also, the question was brought up about how this attendance language might be difficult since Staff Council seems to have problems getting members to the meeting and recruiting new members. Jeannette suggested this issue be discussed with the main group and Rory agreed. LaJuana said that perhaps supervisors are not being supportive of staff's involvement with Staff Council and perhaps education of supervisory personnel would be beneficial. Josh mentioned a letter from Deb Damron (on behalf of Chancellor Lind) is coming out soon saying staff representation is important which could be helpful.

DeShana asked if the group wanted to continue with this addition to the bylaws regarding attendance and if the section she chose to place it is good. Rory said he likes having a mechanism to tell people what the attendance policy is although he wanted to change the wording so that the president's involvement in granting excused absences was limited to "special circumstances". DeShana stated that anyone could be sent in a member's place. The whole discussion on a member's attendance was initiated because it helps encourage all people to attend so Council business can be completed in a timely manner. Committees would not be included within the attendance rules we are suggesting. LaJuana is concerned about those people who are off contract and how it might affect them. DeShana will rewrite this and talk about it again with the committee. Jeanette made a motion to extend the meeting and Rory seconded the motion to continue discussion about the attendance language. Rory said the word "elected" should be taken out of the amendment because some people are appointed to their positions. Jeanette suggested putting in that the rule would only affect the main meetings (or during a nine month period). DeShana said that would not need to be included. DeShana read over the article and everyone agreed that it was fine. Rory made one change to the excused/unexcused issue. Gary said we don't want to be too specific with the rules so there is some wiggle room in the understanding of the amendment. DeShana suggested a rework for the writing of the amendment. Josh agreed with the suggestion.

President Elect:

Passed over until next meeting although only one candidate has been brought forward at this point.

Schedule: The group will meet during the summer on the first Tuesday's of the month. The next meeting will be Tuesday June 3rd at 10am. The change of date from Monday was because of some people taking long weekends during the summer months. Rory will be leaving the committee and will not be attending the summer sessions.

For Next Meeting: Bylaw review will be discussed at the next meeting.

ATTACHMENT 144/3

UAF STAFF COUNCIL #144

Friday, 16 May 2003

Outstanding Staff Council Achievement Awards Program - Larry Ledlow

MOTION

=====

The UAF Staff Council moves to establish, under the auspices of the UAF Provost, an annual awards program for the purpose of recognizing outstanding contributions to staff governance activities. This program shall be known as the Outstanding Staff Council Achievement Awards Program.

EFFECTIVE: Immediately Spring 2003 or upon Chancellor approval.

OBJECTIVE

To recognize the University of Alaska Fairbanks Staff Council (UAFSC) representatives, alternates, and other staff governance participants for significant contributions towards the Council's mission.

ELIGIBILITY

All UAFSC representatives, alternates, and other participants in Council committees shall be eligible for recognition. UAFSC president and president-elect shall be excluded from participation. One award each shall be made to an elected representative or official alternate and to a voluntary participant in UAFSC activities. Nominations may be made for each award by any voting member of the Council, its president, or its president-elect. Nominations shall include a description of the nominee's accomplishment(s) as a governance participant and how it relates to the overall mission of the Council in representing its constituent body.

IMPLEMENTATION

Selections shall be made by consensus of a committee comprised of the UAFSC president, president-elect, a member selected by the UAF Provost, and at least one additional staff member. The awards shall be made annually for achievements realized during the closing academic year. Awards shall be presented not later than the close of the June meeting of the Staff Council.

RESPONSIBILITIES

The UAFSC president shall review this program annually and submit suggested changes to the Council for consideration and implementation.

=====

ATTACHMENT 144/4

STAFF COUNCIL #144

16 MAY 2003

Submitted by Elections, Membership & Rules Committee

RESOLUTION:

=====

BE IT RESOLVED, That the UAF Staff Council ratifies the election of the President-Elect on the basis of the following ballot.

BALLOT

PRESIDENT-ELECT UAF STAFF COUNCIL

Please vote for ONE individual to serve as the President-elect of the UAF Staff Council 2003-2004.

----- Josh Steadman, Staff Council representative,

Write-in candidate