

AGENDA  
UAF STAFF COUNCIL MEETING #177  
Wednesday, 14 February 2007 – 8:45-11 a.m.

1. 9:00-9:05 CALL TO ORDER AND ROLL CALL
    - A. Adopt Staff Council #177 Agenda, Wednesday, 14 February 2007.
    - B. Approve Staff Council Minutes #176, Friday 15 December 2006.
  2. 9:05-9:10 OFFICER REPORTS
    - A. Jeff Stepp, President Staff Council
  3. 9:10-9:15 PUBLIC COMMENT
  4. 9:15-9:45 GUESTS
    - A. Steven B. Jones, UAF Chancellor.
    - B. Naomi Horne, Office of Development: Employee Giving Opportunities overview  
<http://www.uaf.edu/giving/gift/index.html>. [secure online contribution form](#) .
    - C. Laura Milner, School of Management, Educational Opportunities in the MBA Program.
  5. 9:45-9:55 GOVERNANCE REPORTS
    - A. Sharish Patil, President, Faculty Senate
    - B. Sven Gilkey, President, ASUAF
- ACTION
6. 9:55-10:05 UNFINISHED BUSINESS
    - A. Open discussion for ideas and input towards planning the Staff Appreciation Day Event, Email

9. 10:15 – 10:30 COMMITTEE REPORTS

A. Staff Affairs, Liam Forbes

The minutes for the staff affairs 30/January/2007 committee meeting are now posted on the Staff Council website at: [www.uaf.edu/uafgov/staff/staffcom/affairs/](http://www.uaf.edu/uafgov/staff/staffcom/affairs/)



Staff Council #177/Attachment #2  
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Chancellor's Recognition Award. Award Recommendations will be forwarded by the Committee to the Chancellor for final selection.

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## CHANCELLOR'S SUPERVISORY RECOGNITION AWARD 2007

### RECOGNITION SUBMITTAL FORM

Name of Nominee: \_\_\_\_\_  
(name of person nominated for recognition, include campus P.O. Box, e-mail address, and extension)

Name of Nominator: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Please include a cover letter (use an additional sheet of paper if necessary).

Why do you think this person deserves this award? Please include detailed compelling examples.

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Staff Council #177/Attachment # 3  
UAF Staff Council #177 – Wednesday, 14 February 2007

### OUTSTANDING STAFF COUNCIL ACHIEVEMENT AWARD 2007

The UAF Staff Council established, 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.

#### OBJECTIVE

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

**Timeline** - Nomination Process: Friday, 19 February 2007 – Friday, 20 April 2007

Forward Nomination materials to: Outstanding Staff Council Achievement Award, c/o Lynette Washington, Secretary, UAF Staff Council, Room 312 Signers' Hall, P.O. Box 757500  
Phone: 907-474-7056 Fax: 907-474-5213 E-mail: [fystaff@uaf.edu](mailto:fystaff@uaf.edu)

Committee review begins: Thursday, 26 April 2007

The awardees will be announced and honored during the Staff

Appreciation Day/Ice Cream Social Event:

Thursday, 17 May 2007, Noon-2:00 p.m.

Location: Wood Center Multi-level lounge area

#### ELIGIBILITY

All UAF Staff Council representatives, alternates, and other participants in Council committees shall be eligible for recognition. The UAF Staff Council 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 UAF Staff Council activities. Any voting member of the Council, its president or its president-elect may make nominations for each award. Nominations shall include a description of the nominee's accomplishments as a Governance participant and how it relates to the overall mission of the Council in representing its constituent body.

### OUTSTANDING STAFF COUNCIL MEMBER NOMINATION FORM

Name of Nominee: \_\_\_\_\_  
(name of person nominated for recognition, include campus P.O. Box, e-mail address and extension)

Name of Nominator: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Please use additional sheets of paper as necessary.

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Why do you think this person deserves this award?

How has this person made a difference for Staff Council?

How does this person excel in Staff Council duties?

What specific qualities does this person show that makes him/or a role model for staff?

Additional comments:

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Staff Council #177/Attachment #4  
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#### Staff Make Students Count Awards 2007

A copy of the nomination form and the related fact sheet are posted on line at:

<http://gov.alaska.edu/staff/studentscount/2007nom-form.pdf>

<http://gov.alaska.edu/staff/studentscount/2007factsheet.html>

Forms must be submitted to the local staff governance office at each MAU as listed on the nomination form.

#### Timelines:

**March 19, 2007** Deadline for submitting nominations to local governance groups.

Forward UAF Nomination materials to: Ad Hoc Staff Make Students Count Committee, c/o Lynette Washington, Secretary, UAF Staff Council, Room 312 Signers' Hall, P.O. Box 757500

Phone: 907-474-7056 Fax: 907-474-5213 E-mail: [fystaff@uaf.edu](mailto:fystaff@uaf.edu)

**March 20-30**

Local staff governance groups meet with student l

- supervisor or campus director and ask to have assistance with paying for training needs. Membership reviewed Colleen's evaluation of utilizing Banner for tracking employee trainings. It was decided to have Barb share the information we have with Anne Sakumoto and discuss our concerns with her and report back to membership at our next meeting.
8. What Should Committee Do to Supporting A Learning Management System that will Track Employer Training – Reference #7 above. Barb will talk with Anne and get back to membership.
  9. Cost of Living for Dillingham – The membership present reviewed the draft letter to Vice Chancellor Joseph. It was decided to go with draft as written. Barb will get it in the mail soon.
  10. Staff Council Calendars – Staff Calendars needed: Tok – 2, Bristol Bay – 12, Interior – 20, and Northwest Campus – 30. Barb will need to contact Chukchi and Kuskokwim campus and then get Lynette the calendar numbers needed as soon as possible, as calendars should be ready by next week to be mailed out.
  11. Other – Discussion followed on whether we should hold the next meeting scheduled for February 2<sup>nd</sup>. It was decided to not have the February 2<sup>nd</sup> meeting and our next meeting will be March 2<sup>nd</sup>.
  12. Round Table – Debbie mentioned that as of today the W-2's are available on UAonline for staff.
  13. Adjournment – The meeting adjourned at 2:25 p.m.

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January 12, 2007

James Johnsen, Vice President for Administration  
University of Alaska

Dear Mr. Johnsen:

The Rural Affairs Committee of the UAF Staff Council has as its main goal this year “to improve training opportunities for rural staff.” Rural staff is excited about the Corporate Programs, Certified Public Managers (CPM) program. The CPM program will be offered statewide through participating campuses starting the fall of 2007. The CPM program is offered for C.E.U.'s through the University system. The Rural Affairs Committee is interested in finding out if the Business Council would consider the possibility of having staff utilize their tuition waivers for the cost of the CPM program. Right now staff and faculty must pay approximately \$110 for the 0.6 C.E.U.'s it needs to complete a six-hour workshop. Attached is a list of the courses for the CPM program and it shows the three levels that each lead to an examination and certificate, with the final award designation being Certified Public Manger.

It would be a benefit to both university staff and faculty to have the opportunity to take these courses for credit. There is a need for trained managers within the university system and for faculty and staff to be able to receive this training to advance within management, while improving job skills.

Since you are the Chair of the University of Alaska Business Council, the Rural Affairs Committee is directing this issue to you to bring to the Business Council for their consideration. We look forward to hearing back from you and finding a way that faculty and staff can have the opportunity of using their tuition waivers to receive this nationally recognized designation.

Please do not hesitate to contact me

Barbara A. Oleson  
Rural Affairs Committee Chair, Staff Council

Attachment: Alaska Certified Public Manager Program  
[www.tvc.uaf.edu/courses/PDF/Pages%2015-27.pdf](http://www.tvc.uaf.edu/courses/PDF/Pages%2015-27.pdf)

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Staff Council #177/Attachment #6  
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Proposed President-Elect Motion:

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The UAF Staff Council moves to approve the president-elect nomination process. The Council moves to nominate/elect a president-elect to move to the president position from May 2007 through May 2008 after the gavel is passed at the May 2007 meeting.

The Council will then nominate/elect a president-elect to serve as president-elect from May 2007 through May 2008 and then move to the president position after the gavel is passed at the May 2008 meeting and serve as president from May 2008 through May 2009.

EFFECTIVE: Immediately

RATIONALE:

Currently the president-elect position is vacant, so a person must be nominated/elected to fill the vacancy and then move up to the president position when the gavel is passed at the May 2007 meeting, and serve as President from May 2007 through May 2008.

The person nominated/elected as president-elect will serve May 2007 through May 2008 and then move up to the president position and serve May 2008 through May 2009.

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For More information contact the UAF Staff Council Governance Office  
474-7056 Room 312 Signers Hall, PO Box 977500