

ATTACHMENT #2
UAF STAFF COUNCIL #212
December 15, 2010
SUBMITTED BY: Jodi Baxter

Advocacy Committee Report:

By Jodi Baxter
Dec 10, 2010

Present: Jodi Baxter, Amy Bristor, Sharon Corbett, Dawn Dearing, Katy Petersen

1. Staff Tours: Please come and encourage staff to attend! It is a great way to learn what is happening and feel more connected at the University.
 - a. 15 people showed up for the tour about the research taking place under the Museum.
2. Brown Bag Lunch topics to begin in upcoming is What topics will be announced a week in advance.
 - a. Wellness topics by WIN
 - b. Invite Mike Humphreys
 - c. Fun things to do on campus inviting Cody Roger and
3. Family Fun Day: Suggestion to have an open house event.
 - a. Possibly have Woodcenter and other departments such as the families UAF is a fun place
 - b. Check with KUAC/Alaska
 - c. Contact UAF units/departments (example Botanical Garden)
 - d. Have a solid plan for Staff and Chancellor.
4. For staffs that are off campus and to encourage the staff members to open house events to these staff.
 - a. Also, suggest asking HR to have staff to attend the staff tour is taking place here.
5. Next Advocacy meeting to be a

ATTACHMENT #2
UAF STAFF COUNCIL #212
December 15, 2010
SUBMITTED BY: Nichole Kloepfer

Staff Appreciation Day Committee
Minutes
December 6, 2010
10:00-11:00 a.m.
Rasmuson 341, Joint Conference Room

Members Present: Kathy Peterson, Sharon Corbett, Jodi Baxter, Amy Bristor

I. Budget

We requested \$2,500 from the Chancellor. It was approved. A draft budget is complete. It is attached.

II. Longevity Awards

A designee from HR will be selected from Kris Racina to attend the meetings. There are 256 people receiving longevity awards this year. Trophy Cache is in the process of customizing pins other award options will be sent by email. The 5 year award recipients will not be read. But all other award recipients will. An email will be sent to the committee with a visual comparison of awards later this week. The committee will have longevity awards ordered hopefully by the end of January.

III. Catering

There are a few catering options this year.

Pasta Bar (like last year)—white or red sauces with salad and bread sticks

Fajita Bar—chicken and vegetable options

BBQ style—hamburgers, hot dogs etc

Cost only varies by \$100-\$200 dollars. All estimates are for 400 people. The committee agreed to have the lunch at the Lola Tilly commons again. The committee favored the BBQ option for catering choices and would like to see a salad fruit salad variation. There will be no cookies this year.

2:30-3:30 p.m.	Sessions
2:30-5:00 p.m.	WIN Fair, Wood Center Ballroom
3:30-3:45 p.m.	BREAK
3:45-4:30 p.m.	Longevity and Awards Ceremony, Davis Concert Hall
4:30-5:00 p.m.	Ice Cream Social, Great Hall (<i>drawing names are chosen at this time</i>)

2011 Staff Appreciation Day Budget Breakdown						
Account	Type	Description	Costs '10	Est. Costs	Income '10	Est. Income
3001	Catering/Service	Keynote Refreshments	\$1,461.25	\$200		
	Catering/Service	Lunch	\$3,004.00	\$3,500		
	Catering/Service	Ice Cream Social	\$570.00	\$500		
3001	Set up/Labor	Facility Services Labor-Davis Concert Hall	N/A	\$60		
	Set up/Labor	Wood Center -Labor	\$241.50	\$150		
3001	Printing Costs	2 - 3X10 Banners-Wood Center	\$240.00	\$300		
	Printing Costs	Graphics Labor-Wood Center	\$26.25	\$35		
	Printing Costs	Longevity Invitation	\$8.66	\$10		
	Printing Costs	Longevity Program	\$87.46	\$90		
	Shipping costs	Postage-USPS	\$43.35	\$60		
	Printing Costs	Thank you notes--Printing	\$7.00	\$10		
3001	Rural Accomodations	Anchorage	\$59.08	\$65		
		Bristol Bay	\$100.00	\$110		
		Chuckchi	\$67.41	\$70		
		Interior Aleutians	\$0.00	\$0		
		Juneau	\$0.00	\$0		
		Kuskokwim	\$99.98	\$100		
		Northwest	\$80.40	\$85		
		Palmer	\$75.00	\$80		
		Seward	\$50.63	\$55		
		Soldotna	\$50.00	\$55		
		Toppings-Walmart	\$37.86	\$40		
		Toppings-Walmart	\$13.26	\$15		
	Services	OIT Support/Webstreaming	\$100.00	unknown		
		Other costs from 2010	\$264.78	None		
9007	Revenue	UAF Governance			\$4,000	\$1,200
		Longevity			\$2,000	\$2,000
	Additional Funds Requested	Chancellor's Office			\$2,500	\$2,500
		TOTAL Income/Expenses	\$6,687.87	\$5,590	\$8,500	\$5,700
		<i>Cost Saving compared to 2010</i>		<i>\$1,098</i>		
Commodities						
		Awards-Trophy Cache	\$9,437.44	\$9,000		
		Awards-Trophy Cache			\$9,000	\$9,000