

AGENDA  
 UAF STAFF COUNCIL #222  
 November 16, 2011  
 8:45-11:00AM  
 Wood Center ±Carol Brown Ballroom

Audio Conference information: 1-800-893-8850, Participant PIN: 8244236

1. 8:45-8:50      CALL TO ORDER AND ROLL CALL
  - A. Roll Call
  - B. Approval of Agenda for Staff Council Meeting #222
  - C. Approval of Minutes of Staff Council Meeting #221
2. 8:50-9:00      STATUS OF PENDING ACTIONS
  - A. Actions Approved:
    1. Motion to approve 2012 Staff Council Meeting Schedule (Motion 2011-221-1)  
 - Action Complete
    2. Tuition Waiver Resolution (Resolution 2011-221-1)  
 - Action Complete
  - B. Actions Denied: None
  - C. Actions Pending: None
3. 9:00-9:05      PUBLIC COMMENT
4. 9:05-9:15      OFFICER REPORTS
  - A. Pips Veazey, President
  - B. Juella Sparks, Vice President
5. 9:15-9:25      REMARKS BY CHANCELLOR ROGERS
6. 9:25-9:35      GOVERNANCE REPORTS
  - A. Cathy Cahill, President ± Faculty Senate
  - B. Mari Freitag, President ± ASUAF
7. 9:35-9:45      UNFINISHED BUSINESS
  - A. Compensation Increase
  - B. Soft Closure Discussion
    - Attachment 222: Soft Closure Policy

9:45-9:50 BREAK

8. 9:50-10:05 NEW BUSINESS

- A. Motion to Amend 2012 Staff Council Meeting Schedule (Motion 2011-222-1)  
- Attachment 222
- B. Motion to create ad hoc μ & K D Q F H O O R U ¶ V & E d u c a t i o n ¶ M o t i o n 2 0 1 1 - 2 2 2 U G  
- Attachment 222

9. 10:05-10:15 GUEST SPEAKERS

- A. Dana Thomas, Vice Provost & Accreditation Liaison Officer  
- Attachment 222

COMMITTEE REPORTS

10. 10:15-10:30 INTERNAL COMMITTEE REPORTS

- A. Staff Affairs ±Naomi Horne
- B. Rural Affairs ±Brad Krick  
- Attachment 222
- C. Elections, Membership, and Rules ±Walker Wheeler  
- Attachment 222
- D. Advocacy Committee ±Jodi Baxter  
- No report

\*Committee Chairs Please forward your reports [tandufour@alaska.edu](mailto:tandufour@alaska.edu)

11. 10:30-10:40 EXTERNAL St



**MOTION**

The UAF Staff Council moves to adopt the following amended 2012 Meeting Schedule:

<b>Meeting Number</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Meeting Type</b>
224	Tuesday, January 24, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
225	Friday, February 17, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Face-to-Face and Audio Conference
226	Tuesday, March 27, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
227	Wednesday, April 18, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
228	Tuesday, May 15, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Face-to-Face and Audio Conference
229	Tuesday, June 19, 2012	8:45-11:00 AM	TBA	Audio Conference
230	Wednesday, August 15, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
231	Wednesday, September 19, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
232	Wednesday, October 17, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference
				Audio Conference
234	Wednesday, December 19, 2012	8:45-11:00 AM	Wood Center Carol Brown Ballroom	Audio Conference

**EFFECTIVE:** Immediately

**RATIONALE:** The ‘2012 Meeting Schedule’ (Motion 2011-221-1) approved at the October 19, 2011 Staff Council Meeting had to be amended due to scheduling changes and errors. Additionally, meetings must be scheduled in advance to ensure adequate time for room scheduling and public posting of meeting information.



From: **Chancellor's Office** <UAFdistribution@uaf.edu>  
Date: Thu, Nov 3, 2011 at 2:42 PM  
Subject: [UAF-Staff-L] Soft closure and reduced business hours over winter break 2011  
To: [uaf-staff-l@lists.uaf.edu](mailto:uaf-staff-l@lists.uaf.edu)

November 3, 2011

TO: UAF staff and faculty

FROM: Brian Rogers, Chancellor

SUBJECT: Soft closure and reduced business hours over winter break 2011

Chancellor's Cabinet has identified two possible options for UAF departments to extend the upcoming winter break by declaring a soft closure or reducing business hours to December end

Employees should be aware that retirement eligibility (PERS and TRS) will be affected if your leave without pay exceeds 10 days in a calendar year.

Once the business hours for a department have been determined and announced by the supervisor, employees should coordinate with their supervisor regarding leave options and

If after that you have additional questions, please contact Human Resources at 474-7700

## Mission Statement

The University of Alaska Fairbanks, the nation's northernmost Land, Sea and Space Grant university and international research center, advances and disseminates knowledge through teaching, research and public service with an emphasis on Alaska, the circumpolar North and their diverse peoples. UAF--America's arctic university--promotes academic excellence, student success and lifelong learning.

## UAF's Core Themes

**Educate:** Undergraduate and Graduate Students

**Discover:** Through Research, Scholarship, and Creative Activity including an Emphasis on the North and its Peoples

**Prepare:** Alaska's Career, Technical, and Professional Workforce

**Connect:** Alaska Native, Rural, and Urban Communities through Contemporary and Traditional Knowledge

**Engage:** Alaskans via Lifelong Learning, Outreach, and Community and Economic Development



CoreThems, Object i

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TAB Report – November 2011  
Submitted by: Walker Wheeler

TAB Committee  
11/5/2011

The TAB committee came together on Saturday, November 5th 2011 at 9am to discuss the proposals submitted for the Fall 2011 semester. The meeting started out with Bella Gerlich (Committee Chair, Dean of Libraries), recommending that TAB revise the way that it carries out business. In her recommendation she included potential stream lining of the TAB website, building in a better ranking rubric, requiring that a report be submitted for any TAB awarded funds explaining how the funds were used, and a pre-requisite for past successful proposal to have a report filed before they would be considered for future funding. The committee as a whole agreed to these modifications. There is no timeline on the implementation of these changes at present.

The Technology fee brought in \$225,000 this year. Thirty percent (\$67,500) of this is directly awarded to OIT receives 30% or \$67,500 for continuing to maintain certain student technology services. There was an unreserved fund balance of \$68,600 which was forwarded to this cycle and advertising costs of \$446. This semester TAB had a total of \$225,654 to potentially award to technology projects.

Staff Alliance's Staff Health Care Committee Information  
Submitted by Carol Shafford

Notes from HSA Webinar 10/27/2011

Information was largely directed at Employer regarding Compliance & tax issues. However; many of these issues required conversation about plan design requirements.

Highlights:

If the university undertakes offering a HDHP + HSA health plan tier, extensive, sustained employee education will be necessary. While our new HDHP plan shifts more of the ~~total~~ costs to the employee, implementation of an HSA with an HDHP would also shift many of the responsibilities and penalties to the employee when reimbursements are made from the HSA.

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Eligibility Rules:

I use the term Individual rather than employee, because HSA rules apply to each member of the household covered, not just the employee

- 1)



The Communications Committee met October 21, 2011  
Submitted by John Clendenin, ad hoc Communications Committee Chair

1. Communication

EMR Committee Report  
11/9/2011  
Submitted by Walker Wheeler

The EMR committee has met multiple times since the last staff council meeting. The focus has primarily been setting up for nominations and the election proper. We were able to setup a host that people can access named <http://staffcouncil.uaf.edu>, where the nomination applications and the election application will live. We were able to successfully get the information from HR that populates the back end databases that help us do our annual unit counts, and determine who can participate in the elections.

In our regular EMR meeting (non-election focus), several good questions and recommendations have come up. The topics include the following list.

1. Better on boarding: Reps and Alts need to have an area that documents the rules of participation and expresses the expectation of serving. Potentially there could be a short couple paragraph explanation posted on the staff council website that would help fulfill this. An area that lists all the tools that people have available to them and a quick tutorial should also be maintained for all Reps and Alts.
2. The Bylaws and constitution need to be reviewed and modified to reflect current day organizational terminology, and over sites from the extensive revisions in 2009. Specific points are to address nomenclature (of staff), committee requirements (what committees do you have to serve on), internal consistency between bylaws and constitution, and more specifically define who can serve on staff council and who staff council represents. The question came up regarding temporary employees and if they are to be represented by staff council.
3. Vacancies: Staff council is at about 50% operating capacity, considering the number of rep and alt positions that are open. A recommendation has been made to include in the Staff Council meeting the number of vacancies for reps and alts broken down by each unit. This would be one way to notify unit reps and alts that they can go and do recruiting in their own area. Recommendations were also made about Staff Council email lists for each unit including the current reps and alts for the unit as well as an advertisement of the vacancies. It was also pointed out that Staff Council has not been as proactive in moving Alternates to empty Representative positions. A practice that will be corrected in the near future.
4. Question of Quorum: EMR was also specifically asked to address question of quorum on Staff Council

e the quorum is the same as in the assembly; in any other committee the  
ess the assembly order otherwise and it must wait for a quorum before  
-- Roberts Rules of Order, Section 43, paragraph 3, line 1

Rural Affairs Committee Report for Staff Council Meeting 222

Committee Chair: Brad Krick

The committee met on November 15. We discussed geographic differential differences with health programs between main campus and rural sites, Peggy Wood award, and Staff Appreciation Day.

On the topic of geographic differentials, we agreed that we needed more information about how UA

Master Planning Committee Report  
Submitted by Gary Newman

The UAF Master Plan Committee (MPC) last met Nov. 3, 2011. Next meeting is scheduled for Nov. 17, 2011.

Recent items discussed include:

1. A yurt for storage and prep for the Outdoor Rec climbing wall
2. Considering more than just basic white for interior colors, particularly in classrooms
3. Considering doing tasteful art on utility boxes, also an alumni-painted mural on panels perhaps on the east 1<sup>st</sup> floor wall of Wood Center
4. Facilities construction report
5. Sustainable Village progress, road access.
6. Establishing a process for submitting proposals to the MPC.

Full MPC meeting notes can be viewed when available

at: <http://www.uaf.edu/mastplan/committee/meetings/agendas/2011-2012/>



<http://www.alaska.edu/bor/policyregulations/> . Staff alliance will be working to identify sections that are most relevant to staff for consideration in this process. We encourage all staff members to provide input on the above form.

#### Committees

Staff Council committees are an important way to be involved with current issues and provide important input to university events. Thank you to everyone who has contributed to the multitude of committees that Staff Council touches. Your work is much appreciated and needed for a healthy and active organization.

Happy Thanksgiving – best wishes for a peaceful and happy holi day!