

UNIVERSITY *of* ALASKA

Staff Alliance

Minutes

Thursday, August 8, 2013, 1:30 pm-4:30 pm

Fairbanks: Akasofu/IARC Room 401

Call-in for audio users: 1-800-893-8850 Pin: 4236369

Voting Members Present:

Juella Sparks, 2012-2013 Chair, Staff Alliance and 2013-14 Past President, UAF Staff Council

Monique Musick, 2012-2013 Vice Chair, Staff Alliance and 2013-14 Vice President, Statewide Administration Assembly

Carey Brown representing Christine Lidren, 2013-2014 President, UAA APT Council

Kathleen McCoy, 2013-2014 President, UAA Classified Council

Gwenna Richardson, 2011-2014 President, UAS Staff Council

Dayna Mackey, 2013-2014 Vice President, UAS Staff Council

Brad Krick, 2013-2014 President, UAF Staff Council

Ashley Munro, 2013-2014 Vice President, UAF Staff Council

Alex Amegashie representing Dory Straight, 2013-2014 President, SAA

Staff Present:

Joseph Altman, Coordinator, System Governance

LaNora Tolman, Executive Officer, System Governance

Guests Present:

President Patrick Gamble

Vice President Dana Thomas

Christine Lidren, President, UAA General Assembly

1. Call to Order and Roll Call

2. Adopt Agenda

Monique motioned to adopt agenda with recommended changes. Brad seconded. Agenda was adopted.

3. Approve Minutes

3.1 May 14, 2013

Monique moved to approve with corrections. Gwenna seconded. May minutes were approved.

3.2 June 11, 2013

Monique moved to approve with corrections. Gwenna seconded. June minutes were approved.

4. Staff Alliance Chair's Report

A recap of the retreat's topics of discussion:

- Working group proposals
- Compensation adhoc group
- Grievance policy
- Bullying
- Smoke free/tobacco free campuses
- Wellness issues
- Performance appraisal form
- Career development/succession program
- SDI/Shaping Alaska's Future
- Diversity
- Communications

Juella stated she uses the agenda as a "to do" list and the above topics would be a starting list for the next year. Alliance members should find what interests them and take charge of that particular topic.

5. Staff Make Students Count

5.1 SMSC

It was recommended for the new chair, once elected, to work with the student coalition and LaNora to make a decision for or against an adhoc committee. Monique volunteered to work with LaNora and SA chair in calendaring with the student coalition.

6. The Ally, Staff Alliance's Blog

Monique will administer the site and share with the alliance. Brad volunteered to be an alternate administrator of the blog.

7. Staff Alliance budget (JHCC participation, etc.)

LaNora shared the SA budget numbers for the FY14. There is a question about where the JHCC funds originate and what budget funds the travel this year. LaNora will gather information from VP Dana Thomas. Gwenna will find the memo from the former CHRO, Beth Behner stating HR funded the travel. The question is whether it should be included in the SA budget or ask for a memo stating how it will be covered.

8. Human Resources Issues

8.1 FY15 compensation increase request

The conversation is still under way pertaining to the recommendation from SA to the UA president. The deadline for submitting recommendations is August 21, 2013.

8.2 Grievance process review

The current adhoc committee is reviewing the process:
Julie Larweth-Queen
Mike O'Brien
Brad Lobland

Juella Sparks

The next meeting is on August 21, 2013. Juella will have a report for SA at the September 10 meeting. The goal is to have a draft ready for this fall.

8.3 Draft Employee Performance Appraisal Form

The Statewide Administration Assembly is spearheading the process. They will send it out to staff at large for feedback. Monique will post it to the Staff Alliance blog.

8.4 Smoke-free campus

SA members were encouraged to get input from their staff constituents and then collaborate with the student coalition.

8.5 Other Human Resources Issues

The new 3.25 increase will be reflected in the 8/9/13 paycheck.

9. Staff Alliance Committees and Working Groups & Elections

9.1 Staff Health Care Committee

Chair: Kathleen McCoy

SA Members Melodee Monson

Monique Musick, mmusick@alaska.edu

Gwenna Richardson, gjrichardson@uas.alaska.edu

9.2 Compensation Working Group

Chair: VACANT

ACTION: A new group “Compensation Proposals Group” will be added to the agenda. Monique will confirm the names with Tara Ferguson. Brad and Alex volunteered to by on the group. They will appoint additional leadership.

10. Officer Elections

Gwenna moved to nominate Monique Musick as vice chair. Brad seconded. Monique was unanimously voted in as Staff Alliance vice chair for the year 2013-14.

The chair of Staff Alliance is currently vacant due to the need of a few members to speak with their supervisors before committing to the position.

ACTION: Kathleen McCoy moved to table the issue until the September meeting. Monique seconded. The chair election will occur at the September meeting.

11. External Administration Committee/Council Reports & Elections

The alliance will confirm all the following volunteers in italics at the September meeting:

11.1 IT Executive Council (ITEC)

Liaison: Alex Amegashie

Alternate: Monique Musick

11.2 Student Services Council

Liaison: Ashley Munro

Alternate: Dayna Mackey

11.3 Tuition Task Force

Liaison: PENDING confirmation of committee continuation

11.4 Joint Health Care Committee (JHCC)

Voting Member: Kathleen McCoy 2013-2015

Voting Member: Gwenna Richardson 2012-2014

Alternate: VACANT

11.5 Retirement Committee

Liaison: Gwenna Richardson

Alternate: VACANT

12. Conversation with President Gamble and Vice President Dana Thomas

President Gamble joined the meeting at 3:34 p.m. Discussion revolved around SDI statements – effect statements. The name “SDI” will be phased out and the phrase “Shaping Alaska’s Future” will be used. The president stated the budget will be tight and there is a need to redefine the program’s to fit the governor’s plan. VP Thomas arrived. The discussion continued about remedial needs and courses and how to integrate back into the high schools. The system breaks down between high school and college. Staff are mission support. The environment we build contains the mission: 1. Be proud of being the support group 2. We are the service people that touch students and make the difference. Have an attitude like Nordstrom vs. the IRS. We create the culture. Discussion continued to include E-learning vs. new buildings. The president answered how staff should learn and align SDI with mission statement. He stated it begins by knowing the core values. VP Thomas said the key thing in preparing staff is the supervisor training and also having conversations at meetings like Staff Alliance and to encourage collaboration between institutions and universities. The mission is broad – the themes are about things we want to change and impact. Career development was discussed and how to include all employees and not just supervisors. The president stated how shared governance is an advisory board. He needs feedback and appreciates dialogue.

President Gamble presented Juella Sparks with her Staff Alliance appreciation plaque.

13. Adjourn

Gwenna motioned to table the rest of the agenda and to adjourn. Alex seconded.

ACTION: Staff Governance Reports, Other Items of Concern, 2013-2014 Meeting Calendar and Agenda Items for September 10, 2013 were tabled until the September meeting.

Meeting adjourned at 5:04 p.m.