

# UNIVERSITY of ALASKA

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## Staff Alliance

### Minutes

**Tuesday, April 9, 2013**

10:00 a.m.-12 p.m.

Fairbanks: UA- Butrovich 106a Conference Room

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

#### 1. Call to Order and Roll Call

##### Voting Members Present:

Juella Sparks, 2012-2013 Chair, Staff Alliance and 2012-2013 President, UAF Staff Council  
Monique Musick, 2012-2013 Vice Chair, Staff Alliance and 2011-2013 President, Statewide  
Administration Assembly

Connie Dennis, 2012-2013 President, UAA Classified Council

Gwenna Richardson, 2011-2013 President, UAS Staff Council

Claudia Koch, 2012-2013 Vice President, UAF Staff Council

Ivan Leibbrandt, Alternate for Dana Platta, 2012-2013 Vice President, SAA

##### Staff:

LaNora Tolman, Executive Officer, System Governance

Joseph Altman, Coordinator, System Governance

#### 2. Adopt Agenda

2.1 Gwenna motioned to approve the agenda with changes and Monique seconded.

The agenda was adopted.

#### 3. Approve Minutes from January 15, 2013 and February 12, 2013

Monique moved to approve January 15, 2013 minutes. Connie seconded. The January 15, 2013 minutes were approved.

There were some changes to February 12, 2013 minutes: Gwenna pointed out a space needed in the first paragraph and last sentence of number 8. In addition, 14.1 should change to CDHP w/HSA (Consumer Driven Health Plan) and JHCC has information on the website.

Gwenna motioned to adopt the February minutes with recommended changes. Connie seconded. The February 12, 2013 minutes were approved.

#### 4. Public Comment

None

#### 5. Guests

None – President Gamble will attend at the May meeting.

#### 6. Chair's Report

Topics for the BOR April Governance Report follow: SDI, financial future, and the role the staff play in the success of the university. Monique asked to add the grievance issue. Juella will also add that the president attended the retreat.

The UAF chancellor launched a program review to include non-academic programs. Some staff will be let go July 1 due to budget cuts. Strategic reduction vs. no across the board cuts has been the message from UAF chancellor and the president. Staff need to know their benefits when being dismissed. There are concerns about the budget in the next few years. The faculty union negotiations are talking about postponing a year, but the administration has not commented yet.

The SDI effects statements are still a work in progress.

## **7. Staff Make Students Count Award**

MAUs are currently selecting their winners. The deadline to send them in to the System Governance Office is Friday, April 12. Juella will meet the winners when they come in June and she will make sure they are taken care of here in Fairbanks.

## **8. Human Resources Issues**

### **8.1 Grievance Process Review Update**

President Gamble seemed to have strong opinions at the retreat. The intent is to preserve the relationship between the supervisor and the employee and step 2 is where HR becomes involved. There was a meeting with UAF HR Brad Lobland and he was concerned and distressed about the situation. Juella welcomed anyone who would like to participate in the conversation. This is a conversation between Staff Alliance, the president, and his administration. Juella will get dates from Brad and Mike to set down and take a red pen to the policy and regulations. Juella has a staff member at UAF in mind to take on this task. Someone from statewide or UAF is best since face-to-face with the administration is important. It was suggested Dana Platta would be a good person, if she was interested and possibly be the back-up, if necessary. Monique suggested everyone take a vote through email once Dana states if she is interested or not.

### **8.2 Compensation Working Group Proposals Update**

Juella sent the proposals on to Tara Ferguson and the president. Tara will do some research on each proposal and then sit down with Staff Alliance. She should attend the May Staff Alliance meeting.

Gwenna Suggests Michelle Rizk be invited to the May meeting. LaNora will invite her.

### **8.3 Other Human Resources Issues**

None

## **9. Work Life Survey Update**

The work is still in progress. Gwenna will have her piece finished by April 12. She will send it to Juella and Monique. Juella should have her piece finished next week.

## **10. Staff Governance Reports**

### **10.1 UAS Staff Council: Gwenna Richardson and Mae Delcastillo**

They met on April 5, 2013 – Staff excellence award ended on March 29. They were in the midst of discussing the criteria. It should be completed soon. They are looking for a recommendation from the chancellor next week.

Staff Development Day - They wanted a retreat too but it was not working out due to schedules. It will take place at the respective campuses. The retreat will be held in June.

Human Resources – Regarding the benefits office, Erica will offer the train the trainer systemwide to JHCC and SHCC.

**10.2 UAA APT Council, Classified Council: Melodee Monson and Connie Dennis**

They met on April 4, 2013 and adopted a mission. Classified and APT had a combined meeting regarding technology. Half of the members terms will end. It is open from April 2 to May 2 to join. They were working on a brochure defining the Classified and APT Councils and it should be finished by Staff Development Day. They plan a high tea on April 10 for both APT and Classified to help get more involved. A joint meeting is planned for May and it will include HR issues.

**10.3 UAF Staff Council: Juella Sparks and Claudia Koch**

They had a meeting but Juella was out of town. The chancellor spoke about budget. United Academic has put together town hall meetings regarding the budget. Pat Pitney, shared information on compensations increases over the last five years. The executive level has received a total 3.2 percent increase, faculty 38 percent, staff 24.6 percent over the last five years. 40 percent of salary money is staff and 43 percent is faculty. Juella encourages staff to attend any union town hall meetings to see how administration is talking to faculty about the budget. The staff awards and Staff Appreciation Day is in the planning stage.

**10.4 Statewide Administration Assembly: Monique Musick and Dana Platta**

They have not met since the Staff Alliance retreat, but their elections end on Monday, April 15.

**11. Staff Alliance Committees and Working Groups**

**11.1 Staff Health Care Committee**

Chair: Melodee Monson, [anmam@uaa.alaska.edu](mailto:anmam@uaa.alaska.edu)

SA Members: Melodee Monson, [anmam@uaa.alaska.edu](mailto:anmam@uaa.alaska.edu)

Monique Musick, [mmusick@alaska.edu](mailto:mmusick@alaska.edu)

Gwenna Richardson, [girichardson@uas.alaska.edu](mailto:girichardson@uas.alaska.edu)

The meeting was postponed until this month. JHCC did not meet either.

**12. External Administration Committee/Council Reports**

**12.1 IT Executive Council - ITEC**

Liaison: Dana Platta, [dana.platta@alaska.edu](mailto:dana.platta@alaska.edu)

1st Alternate: Monique Musick, [mmusick@alaska.edu](mailto:mmusick@alaska.edu)

No one attended.

**12.2 Student Services Council**

Liaison: Claudia Koch, [ckoch@alaska.edu](mailto:ckoch@alaska.edu)

1st Alternate: Monique Musick, [mmusick@alaska.edu](mailto:mmusick@alaska.edu)

2nd Alternate: Melodee Monson, [anmam@uaa.alaska.edu](mailto:anmam@uaa.alaska.edu)

No one attended.

### **12.3 Tuition Task Force**

Liaison: Mae Delcastillo [madelcastillo@uas.alaska.edu](mailto:madelcastillo@uas.alaska.edu)

Alternate: Claudia Koch, [cckoch@alaska.edu](mailto:cckoch@alaska.edu)

Gwenna received the president's email on tuition.

### **12.4 Joint Health Care Committee**

Voting Member: Melodee Monson 2011-2013, [anmam@uaa.alaska.edu](mailto:anmam@uaa.alaska.edu)

Voting Member: Gwenna Richardson, 2012-2014, [gjrichardson@uas.alaska.edu](mailto:gjrichardson@uas.alaska.edu)

Alternate: Connie Dennis, [cmdennis@uaa.alaska.edu](mailto:cmdennis@uaa.alaska.edu)

No one attended.

Everyone will receive a packet during open enrollment. There is a lot of paperwork. Talk to your HR representative if you have any questions. Work with Juella and Monique to get any information up on the blog/website.

### **12.5 Retirement Committee**

Liaison: Claudia Koch, [cckoch@alaska.edu](mailto:cckoch@alaska.edu)

Alternate: Dana Platta, [dana.platta@alaska.edu](mailto:dana.platta@alaska.edu)

Claudia has not heard anything the whole year regarding the committee.

## **13. Other Items of Concern or Comments**

- One person has met with President Gamble regarding bullying in the workplace and she was pleased with his attitude. Another person will meet with him later. Juella meets with the president next week. She will ask him what his plan is to follow up on this issue. Gwenna sent an article to Michelle Rizk and she is working on some kind of campaign for it.
- Erica Van Flein will be attending SAA meeting on April 17.
- Monique is creating a handout explaining what SDI is all about.

## **14. Agenda Items for May Meeting**

Ask Michelle Rizk to attend. LaNora will contact Michelle.

## **15. Adjourn**

Gwenna motioned to adjourn. Monique seconded. The meeting was adjourned 11:10 a.m.