

# UNIVERSITY *of* ALASKA

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## Staff Alliance

### Minutes

**Tuesday, May 14, 2013**

10 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  
Absent -Monique Musick, 2012-2013 Vice Chair, Staff Alliance and 2011-2013 President,

Statewide Administration Assembly

Melodee Monson, 2011-2013 President, UAA APT Council

Connie Dennis, 2012-2013 President, UAA Classified Council

Gwenna Richardson, 2011-2013 President, UAS Staff Council

Mae Delcastillo, 2012-2013 Vice President, UAS Staff Council

Dana Platta, 2012-2013 Vice President, SAA; Ivan Leibbrandt, alternate

MaryAlice Short, 2012-2013 Vice President Pro Tem, UAF Staff Council

##### Staff Present:

LaNora Tolman, Executive Officer, System Governance

Joseph Altman, Coordinator, System Governance

##### Guests Present:

Patrick Gamble, UA President

Tara Ferguson, Compensation Director, UA Human Resources

Michelle Rizk, Associate Vice President, UA Budget and Interim Chief Human Resources Officer

Brian Brubaker, UAA

#### 2. Adopt Agenda

Juella motioned to adopt the agenda. Connie motioned, Gwenna seconded. The agenda was approved.

#### 3. Approve Minutes from April 9, 2013

MaryAlice motioned to approve the minutes. Ivan stated a correction needed on Page 2, third sentence grammar change, "president attended the retreat." Gwenna seconded the motion to approve. April 9, 2013 minutes approved.

Note after checking above proposed correction: "president attended the retreat" was not an error but an addition to the BOR topics that the president attended the retreat.

#### 4. Public Comment

None

## 5. Guests

### *President Gamble:*

Stated there was a lot going on with SDI reaching conclusion and the BOR wanted to be more involved with the budget process. AP picked up on the email about the former student who had issues with an athletic director – a resurrection of an old issue. It was being handled by UAA but they would like to elevate it through the board and the president and to the world. This issue occupies a lot of time.

The president stated he is interested in how the national health care will impact Alaska and the university's program, especially if it is handed to the State to make a decision.

### *Michelle Rizk –*

Compensation Working Group Proposals – moved into a tighter budget time. HR was looking at it from the view on how it can be cost-neutral. Can staff look across the board and distribute bonuses?

The president said none of the proposals were simple and they asked the question which ones are needed and which ones are nice to have. The cost is a concern. When breaking down the proposal, there was a fatal flaw in coming up with a policy. These should be in the supervisors hands but more supervisor training is needed because they are not ready to make those judgment calls - Preview of the supervisor and not HR and the president's office. If there are hope for these, it will have to be made through the supervisor. Some of the proposals are pretty complicated. Where should the boundaries be drawn? People will push the boundaries as far as they can and take a good thing and turn it into a problem and then right away they will turn around and use the grievance process because they did not get what they wanted. Cost is either in time or in dollars or includes both. The timing is bad due to budget cuts.

Juella stated she shared what are some different ways for compensation. If there is no budget for the changes, then why try to make change? She emphasized these are conversation starters.

The president said they are solid behind the tuition waiver. It is not a question. He agreed these proposals are conversation starters. Some of these issues have a two-edged sword. If the president tries to put a one-size fits all, it could run amuck, but if an employee asks their supervisor, then they can make the judgment call.

Juella explained the staff want to have options, and the proposals represent the options staff would like to see in policy. It is certainly not to complicate the supervisor's role. What is a strategy for improving supervisors? If there are all "no" or all "yes" supervisors, then HR should be equipped with time and resources to balance the issue and to help the supervisors.

The president stated the supervisor's boss is the other component. HR is not the authority but the support for supervisors and bosses up the chain.

Michelle said offering more training will cost some money, but HR would be open to it. Keep the proposals as a continued agenda item to continue the conversation.

Tara suggested to have the small compensation working group to continue to meet with HR.

The president said it would work fine to put one of the proposals as a priority over the rest. Up to this point, the proposals have been looked at as a group not as individual items.

The president gave a hard copy of a draft response to the proposals to Juella and it will be emailed out shortly.

Juella stated she would send out an email with the draft attached.

## **6. Chair's Report**

Challenging spring semester. Juella graduated last Sunday. Several items/projects were dropped by the wayside: policy review committee met once but will schedule a meeting for next week; responses to the survey results: Gwenna and Juella each have a piece. Juella would like to have the responses online prior to the June BOR meeting; compensation working group proposals are in HR's hands and they are researching the proposals; policy review: Juella will gather the results; the intent is to have the projects finished off to hand to the incoming alliance members. Juella asked for any input on items she needs to cover. Juella has a concern regarding the health care committee. Gwenna says she is on for another year. Juella encouraged everyone to keep the health care committee in mind and for the staff to remain a strong voice. Budget guidelines for FY15 will be discussed at the June BOR meeting. Juella encouraged everyone to keep an eye on it as FY15 will be a tighter budget than FY14.

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

Juella will greet the incoming winners for the presentation at the BOR meeting in June.

## **8. Human Resources Issues**

### **8.1 Health Care Benefit Update**

Connie said UAA did a really great job in communicating but the plans are still confusing. Melodee will stay on the Staff Health Care Committee through August until the new person will step in. She stated she is always available for questions. She is willing to sit as a member but not as chair.

### **8.2 Grievance Process Review Update**

A presentation on Bulling in the Workplace is underway.

### **8.3 Compensation Working Group Proposals Update**

Eight proposals are on the table with HR. Cost is a concern. HR will come back and tell us if they will work and if not, to state the reasons why they cannot. (See conversation under the "Guest" section above.)

### **8.4 Other Human Resources Issues**

If there are any concerns on the campuses please express them

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

Gwenna and Juella will finish this up. Juella plans to work with Monique to get the results drafted up.

## **10. Staff Governance Reports**

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

Sixteen people were nominated for the first time for the Staff Excellence Award – it worked it out to rate the other two campuses but not your own. Main presenter went on vacation and will Skype in for the presentation. There be meeting in Juneau– they moved the retreat to Juneau in June.

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

APT: Had another joint meeting with Classified Council on the health care benefits. They set up a committee to plan the joint retreat in the fall. A communications committee representing both councils is manning a table at their Staff Development Day. APT has a mission statement. Elections took place and Christine Lidren was elected president.

Classified: Kathleen McCoy was elected president. They closed the elections last Monday – and every spot was covered. Connie will be with the Staff Alliance until August. Melodee stated she will stay on audio through August as well.

**10.3 UAF Staff Council: Juella Sparks and MaryAlice Short**

Tomorrow is staff appreciation day. Staff Council meets this week and will hold elections. They are finalizing some changes to the bylaws. There were good conversations with chancellor about his concerns regarding FY15.

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

The annual retreat is scheduled for June 12 – They conducted elections and new people are on board. The voting for officers will happen at the June meeting. Summer parking was discussed.

**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, [gjrichardson@uas.alaska.edu](mailto:gjrichardson@uas.alaska.edu)

Erika encouraged SHCC to bring forth more ideas and concerns to JHCC.

**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)

NONE

**12.2 Student Services Council**

Liaison:

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

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

NONE

**12.3 Tuition Task Force**

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

Alternate:

NONE

**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)

They are working on wellness and getting responses back on the Request for Proposal (RFP). They also talked about open enrollment.

#### **12.5 Retirement Committee**

Liaison:

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

NONE

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

Juella mentioned the challenges with staff reps being officers and the time and cost and how it is different than the faculty. It could come down to staff leaving jobs and those left behind take on the extra workload. It reduces time for training and time for governance. Juella encourages people to keep an eye on this issue this next fall.

Gwenna heard some people had bad marks on their evaluation for serving on Staff Council.

Juella said the UAF Rural Affairs proposed an ombudsman to represent staff because HR is not there to support them but protect the university. Chancellor Rogers raised the issue about cost. An ombudsman might be an alternative to a staff union to intermediate between staff and the administration.

#### **14. Agenda Items for June 11 Meeting**

Invite Michelle Rizk to speak about the guidelines the regents gave for the FY15 budget.

Adhoc committee to work on proposals with Michelle and Tara – to work with four people instead of eight. To engage on conversation and keep alliance apprised of the process.

Juella will send out an email to ask alliance to prioritize the proposals and to give names of four people to serve on the adhoc committee.

#### **15. Spring Elections and President's Retreat in August**

August agenda items: Ombudsman topic, governance budget

Retreat is for current members of alliance. Juella supports a transition but need to work with LaNora on budget constraints.

#### **16. Adjourn**

Melodee motioned to adjourn and Gwenna seconded. Meeting was adjourned at 11:51 a.m.