

UNIVERSITY *of* ALASKA

Staff Alliance

Minutes

Tuesday, June 11, 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
Monique Musick, 2012-2013 Vice Chair, Staff Alliance and 2011-2013 President, Statewide
Administration Assembly

Melodee Monson, 2011-2013 President, UAA APT 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;
Brad Krick, 2012-2013 Incoming President, UAF Staff Council

Staff Members Present:

Joseph Altman, Coordinator, System Governance

Guests:

Brian Brubaker, Anchorage
Tara Ferguson, Compensation Director, UA Human Resources
Michelle Rizk, Associate Vice President, UA Budget and Interim Chief Human Resources
Officer

2. Adopt Agenda

Change: Removed Ivan Leibbrandt as an alternate for Dana Platta. Agenda adopted.

3. Approve Minutes from May 14, 2013

Tabled and will approve at the August retreat.

4. Public Comment

None

5. Guests

None

6. Chair's Report

Overview of June BOR meeting – UAA athletics and FY15 budget was discussed. Discussion took place at SAC about tuition. Juella suggested talking with Dana Thomas about staff participation on SAC. The intent is not to encroach on faculty but for staff to be informed in a

possible ex-officio status. This item will be placed on the August retreat agenda to be discussed with Dana Thomas. Michelle Rizk gave a budget presentation and talked about the oil tax. UA is the third largest piece in the state budget. ASEA ratified a 3-year contract with the state with increases of 1% and 2.5% over the life of the contract. Staff Alliance should discuss what the reaction should be to this. President Gamble plans to take a lower budget to the legislature but the challenge is the increase in fixed costs. Differential tuition was discussed as an alternate way to conduct business in the future. The student coalition would like staff to participate in the student's annual summit in August in Fairbanks. Staff should leverage their relationship with students to articulate what staff actually does for the university. Think about staff reading letters about Staff Make Students Count nominations at the BOR. Regent Hughes stated the importance of shared governance with the pending budget decreases. The BOR approved the FY15 guidelines for the future budget, but there was no prior discussion about it. Juella encourages staff to read the budget guidelines. The regents seemed to be very active in the issues and they set high expectations for the administration.

7. Human Resources Issues

7.1 Statewide Employee Performance Evaluation Form

May 14 copy of the form was sent to SA. SAA has not had a chance to talk about it yet. It is on the next SAA agenda. President Gamble has stated this is the form he supports to use with statewide employees. Feedback is still welcome from all staff. Once SW implements it, it will be available to the chancellors to use for the MAUs. It was discussed how to collect feedback from staff. Juella suggested to have a discussion with the HR directors about it. The plan is to put out a statement on the SA blog describe the tool and ask for feedback on it. The individual MAUs can use their own methods of getting the word out and collecting feedback. A draft will be ready for discussion at the August retreat. Discussion took place about the importance of the form and whether it will be standardized and meaningful or not.

7.2 Grievance Process Review Update

Juella stated she had two unsuccessful attempts to meet with Brad Lobland and Mike O'Brien to continue the conversation about the grievance process review. She suggested the creation of a resolution put forth from Staff Alliance to show the administration the intention to go forward with the conversation. President Gamble informed Juella at the BOR meeting they are still going forward with the SA proposals. Even though Juella will be stepping down from her governance positions, she will continue on this topic if SA agrees.

Staff Alliance agreed to wait to draft a resolution to see what takes place on the topic in the next few months.

Juella will draft a resolution of concern for 7.2 and 7.3. If nothing is taking place prior to the retreat, Staff Alliance will consider the resolution at the August retreat.

7.3 Compensation Working Group Proposals Update

Juella shared a similar report as 7.2. No further conversation with Michelle Rizk or Tara Ferguson took place. Juella stated the cost is a one-time cost and not for the lifetime of the proposals.

7.4 Ad Hoc Compensation Working Group Role and Membership

Juella was still in the process of collecting names. This group would be an advising group and work with Michelle Rizk and Tara Ferguson whenever they needed it instead of coming back to alliance for conversation. Monique offered to be the one to head the group and keep an eye on the process.

7.5 Other Human Resources Issues

Juella stated a concern about the increase in number of term-funded positions the past few years. These positions do not have to be rehired at the end of the contract. It was heard there would be layoffs at the end of FY13 due to the fiscal challenges of FY14. There have been zero layoffs by the definition HR uses. Term-funded positions lack layoff rights and when the contract ends the position ends, hence, the end of these positions are not figured in the layoff numbers. This is a future challenge in identifying layoffs. Recently, UAA laid off 28 staff members from the College of Arts and Sciences and told them they could reapply for 14 positions during a restructure. The deans and directors were unaware of it. This issue is something the staff need to watch and address before it takes place.

8. Work Life Survey Update

Juella and Gwenna had the document pending. The goal is to have it ready for the August retreat.

9. Staff Governance Reports

9.1 UAS Staff Council: Gwenna Richardson and Mae Delcastillo

- Gwenna returns for next year but Mae will not
- Retreat went well last weekend
- Staff Development Day went well and they had good feedback
- Discussed the performance evaluation form
- Came up with advertising for Staff Council and staff training for next year
- Worked on the budget
- Due to lack of Staff Make Students Count nominations this past year, the chancellor turned it over to the students to promote, write up and get more involved
- Vice-Chancellor of Administrative Services explained how the bonus system worked at UAS: salary savings is through the chancellor and a set of criteria to meet before a bonus is given

Juella interjected the idea to consider past-presidents to the list of Staff Alliance for the next year similar to the Faculty Alliance.

9.2 UAA APT Council, Classified Council: Melodee Monson and Connie Dennis

APT Council: Council has not met since May 2. They will meet on September 5 for their retreat.

No one from Classified Council present.

9.3 UAF Staff Council: Juella Sparks and Brad Krick

- Held elections and Brad was elected president
- Ashley Munro elected vice-president and will sit on Staff Alliance
- Spent time working on changes to bylaws and general operations

- Had a great Staff Appreciation Day with a lot of participation
- Chancellor said to expect to see layoffs in FY14
- Compensation may change, cannot change fixed costs but compensation changeable

9.4 Statewide Administration Assembly: Monique Musick and Dana Platta

- Annual meeting scheduled for tomorrow June 12, 2013
 - Elections to take place and several speakers lined up

10. Staff Alliance Committees and Working Groups

10.1 Staff Health Care Committee

Chair: Melodee Monson, anmam@uaa.alaska.edu

SA Members: Melodee Monson, anmam@uaa.alaska.edu

Monique Musick, mmusick@alaska.edu

Gwenna Richardson, gjrichardson@uas.alaska.edu

- Had a short meeting and discussed membership
- Melodee will send out the membership list
- Had a suggestion to look into AFLAC; Erica stated no one has asked about it
 - Need to see if there is interest in it

11. External Administration Committee/Council Reports

11.1 IT Executive Council - ITEC

Liaison: Dana Platta, dana.platta@alaska.edu

1st Alternate: Monique Musick, mmusick@alaska.edu

ITEC did not meet yet – next meeting is on June 26, 2013

Agenda item questions:

1. What have been the successes and what projects have been difficult to bring to full implementation and why?
2. Is ITEC meeting its mission? What are the obstacles and what are the solutions?
3. What are our system IT priorities for the near term and long term?
4. What funding needs are on the horizon?
5. Identify MAU IT projects that should have a systemwide focus and therefore resource allocation oversight by ITEC? Which of these projects don't and why not?
6. Is the project management office serving its intended role?

One of the last questions in the last meeting was “should we even have ITEC?”

11.2 Student Services Council

Liaison:

1st Alternate: Monique Musick, mmusick@alaska.edu

2nd Alternate: Melodee Monson, anmam@uaa.alaska.edu

No meeting held

11.3 Tuition Task Force

Liaison: Mae Delcastillo madelcastillo@uas.alaska.edu

Alternate:

No meeting held – SAC has been discussing the topic. Juella added this to her list to discuss with Dana Thomas for reasons why staff should have a voice on SAC.

11.4 Joint Health Care Committee

Voting Member: Melodee Monson 2011-2013, anmam@uaa.alaska.edu

Voting Member: Gwenna Richardson, 2012-2014, gjrichardson@uas.alaska.edu

Alternate: Connie Dennis, cmdennis@uaa.alaska.edu

- Discussed wellness Request for Proposals (RFP)
 - The RFPs were re-released
 - Will have the vendor start up in October
 - Such as IHPs may start later
- Need to find out about biometric data for pricing health care
- Open enrollment went well
 - Headcount with plans will come out at the next meeting
- Discussed salary distribution – they will explain E-classes and look at prices for fulltime and part-time status
- The 300K wellness fund will not be used to fund anything more this year – the process needs to change and need to see if it will stay in the bargaining agreement
- Domestic travel will be available and added to the health care plan
- They talked about a global care network – Melodee stated it did not make sense and they will come back with more information in the future
- Premera offers a GeoBlue program having to do with travelling out of the country and is part of the health care plan

11.5 Retirement Committee

Liaison:

Alternate: Dana Platta, dana.platta@alaska.edu

No meeting held

12. Other Items of Concern or Comments

None

13. President's Retreat in Fairbanks on August 7 and 8

Juella will put the agenda together well in advance and send it out to the SA and the guests.

List so far, of people attending August retreat: Brian Brubaker, Kathleen McCoy, Gwenna Richardson, Other UAS, Brad Krick, Ashley Munro, and Juella Sparks

14. Adjourn

Meeting adjourned after 1hour and 47 minutes.