Wednesday, March 14, 2012 10:00am-Noon
Fairbanks location: Butrovich Building -- Conference Room 204
Anchorage location: 210 Bragaw Office Building

Meeting will be via Video Conference and audio (to enable guests to participate).

Call-in 1-800-893-8850. Participant PIN: 6484987

- Public participation is welcome.
- Please do not disrupt proceedings when the meeting is in progress.
- Times may be adjusted at the will of the group.

1. Call to order and roll call

   2011-2012 Members
   Monique Musick, President (2011-2013)
   Erica Kurowski, Vice President, Anchorage (2010-2012)
   Dory Straight, Secretary (2011-2013)
   Betty Dupee (2010-2012)
   Michael Scott (2011-2012)
   Jeff Holloway (2010-2012)
   Izzy Martinez, Tina Holland, proxy (2010-2012)
   Daniel Hostetler, Anchorage (2011-2013)
   Linda Hall (2011-2013)
   Lisa Sporleder, (2010-2012)
   Alex Taylor (2011-2013)
   Briana Walters (2011-2013)
   Dana Platta, alternate (2011-2012)
   Rita Murphy, alternate (2011-2012)

2. Safety Minute

3. Adopt agenda

4. Approve February 8, 2012 minutes

Attachment 4.0
5. SAA President’s Report

5.1 Annual Service Awards

5.1.1 Nominations status
5.1.2 Nominations committee
5.1.3 Planning committee for Awards event April 24
5.1.4 Purchasing awards
5.1.5 Human Resources; Employee list, award ordering, and catering ordering

5.2 Staff Make Students Count Awards 2012

5.2.1 Nominations deadline March 22, 2012
5.2.2 Nomination committee

6. Public and Guest Comments

7. Elections

8. Change in Strategic Direction Update

8.1 March 29 listening sessions
8.2 Listening Session questions

9. Legislative Update (http://www.alaska.edu/state)

10. Policy Review

11. Human Resources Issues

11.1 Employee Tuition Waivers
11.2 Tobacco policy
11.3 Health Plan costs and changes
11.4 Other Human Resources Issues
11.5 Committee Updates

11.5.1 Staff Health Care Committee
11.5.2 Joint Health Care Committee

11.6 Other Human Resources Issues

12. Safety Training, Tina Holland

13. Budget Brownbag

14. SAA Website

15. Butrovich Building Issues

15.1 Pat Ivey’s retirement bash wrap-up
15.2 Inside signs
15.3 Custodian Service
15.4 Other Butrovich Building Issues
16. Anchorage Building Issues
17. Agenda items for next meeting April 11, 2012
18. Closing Comments
19. Adjourn
UNIVERSITY of ALASKA

Statewide Administration Assembly

Minutes

Wednesday, February 8, 2012 10:00am-Noon by Video Conference
Fairbanks location: Butrovich Building – Conference Room 204
Anchorage location: 205 Bragaw Office Building

• Public participation is welcome.
• Please do not disrupt proceedings when the meeting is in progress.
• Times may be adjusted at the will of the group.

1. Call to order and roll call

   2011-2012 Members
   Monique Musick, President (2011-2013)
   Erica Kurowski, Vice President, Anchorage (2010-2012)
   Debra Rimer proxy for Betty Dupee (2010-2012)
   Jeff Holloway (2010-2012)
   Tina Holland proxy for Izzy Martinez (2010-2012)
   Daniel Hostetler, Anchorage (2011-2013)
   Linda Hall (2011-2013)
   Ivan Liebrandt proxy for Lisa Sporlede, (2010-2012)
   Alex Taylor (2011-2013)
   Dana Platta, alternate (2011-2012)

   Guests
   Sean Holden, Capital Budget Analyst
   Tara Ferguson, Compensation Director, for Donald Smith, Executive Director - Labor & Employee Relations
   Pat Ivey, Executive Officer, System Governance Office
   Kim Fackler, Administrative Assistant, System Governance Office
   Anne Sakumoto, Director, Faculty and Staff Training and Development
   Jenny Grieve, Labor and Employee Relations Coordinator
   Chris Christenson, Associate Vice President for State Relations
   Michelle Rizk, Associate Vice President

2. Safety Minute
3. Adopt agenda
   
   MOTION: passed
   "The Statewide Administration Assembly moves to adopt the agenda as amended for the February 8, 2012 meeting. This action is effective February 8, 2012."

4. Approve January 11, 2012 minutes
   
   MOTION: passed
   "The Statewide Administration Assembly moves to adopt the agenda for the January 11, 2012 meeting as amended. This action is effective February 8, 2012."

5. SAA President’s Report
   
The Statewide Annual Service Awards will be held on April 24 at 2 p.m. A list of employees and their years of service was created by HR and sent to Monique. She will start notifying people to start their gift selection process and verify spelling for name plates. Deadline for selections and name spellings is the end of March. Flyers are up advertising the Outstanding Service Awards. Nominations are due March 9.

   Staff Make Students Count 2012 is underway. Deadline for submissions are March 22. Awards are announced at the June BOR meeting and include an Alaska Airlines voucher and plaque. One recipient is selected from each MAU and Statewide.

   The disclaimer that was previously on the SAA Highlights page is now included on the Statewide Voice page as well stating: “The SAA Highlights provide a brief overview of discussion items from monthly meetings of the Statewide Administration Assembly. SAA often reviews processes and decisions still under development, so discussions at meetings may not reflect the final or official views of the University of Alaska. Consider these Highlights as informational in nature, not the final word on a subject.”

   Staff Alliance has a new member from Southeast: Mae Delcastillo. Monique invited the Staff Alliance to participate in the SAA listening session on March 29. Staff Alliance decided to meet in Anchorage for the Spring retreat instead of Juneau. They wanted to figure out alternative ways for effective advocacy that does not include a capital visit. The employee tuition waiver resolution that Staff Alliance sent to President Gamble was rejected on the grounds that it needed to go through the System Governance Council.

   The Staff Alliance resolution was brought before the System Governance Council and they passed a motion in support of it at their March meeting. Additional discussion at the System Governance Council meeting included the legislative process and how to show a cohesive and united front from all MAUs. The consensus was that staff and faculty in Juneau appear “self-serving.” The Coalition of Student Leaders is far more effective, as are alumni and businesses that hire UA graduates.
President Gamble spoke to the System Governance Council on a number of topics. He clarified the policy and regulation review process. The proposed policy changes will be going to the BOR in April. They are currently in the compiling stage of the review. As soon as the recommended policy changes are compiled, governance groups will have the opportunity to review them before they go to the regents at the April meeting.

Additionally Gamble discussed the current legislative outlook, budget strategy and the Strategic Direction process. He reported that the feedback from listening sessions is being organized into major themes based on frequency, volatility and distribution. The goal is to turn the themes into outcomes and then spend time looking at ways to achieve those outcomes. The final step will be whittling down the outcomes to ones that can be reasonably controlled, are financially viable, and achieve the desired outcome. While it may be a primarily academic discussion it will take a lot of people sitting down together to brainstorm effective change, and staff input will be vital to the process. Involving many viewpoints will bring fuller solutions.

The System Governance Council also discussed feedback coming in from students and faculty about the Stay on TRACK program. Everyone feels that it is a good program, but it is catered to a small population. Non-traditional students feel it doesn’t comply with their work and family schedules.

5.1 Governance Transition
5.2 Outstanding Service Awards
5.3 Staff Make Students Count 2012

6. Public and Guest Comments
Tina Holland reminded everyone involved with the Staff Garden to please keep safety in mind. The garden has a steep incline so please be careful and wear shoes with good tread on them.

7. Change in Strategic Direction Update
Governance groups are interested in how the Strategic Direction sessions will be reviewed, timeline for review, and how the inputs will be handled. With most groups not meeting in the summer there is a push to have some strategic direction outcomes together before May so that all governance groups and review them.

To get an overview of how the themes are shaping up, visit the Shaping Alaska’s Future website and read the Strategic Direction Update 1/26/2012.

8. Legislative Update (http://www.alaska.edu/state)
The January issue of SW Voice provided a link to BASIS, a web site by the State of Alaska where you can track bills, find legislator contact information, listen to audio recordings of
meetings and review schedules of upcoming committee meetings. As a University of Alaska employee you should also be getting regular email updates from Support UA.

Chris Christensen was able to take time between legislative meetings to provide a brief update. It is early in the legislative game right now. There have been three budget hearings in which Gamble has testified. Gamble has been well received with the legislature, mostly due to the harmony that the MAUs have displayed. Legislatures are happy to see the MAUs working as a system as opposed to three separate units. Hoping this happiness translates into budget success.

9. Policy Review

10. Human Resources Issues

10.1 Employee Tuition Waivers

SAA MOTION 2012–1: passed

Related to opposing proposed changes to the UA Employee Tuition

“The Statewide Administration Assembly moves to adopt SAA Motion 2012–1 ‘Related to opposing proposed changes to the UA Employee Tuition.’ This action is effective February 8, 2012.”

See attached for full SAA Motion 2012–1.

10.2 Tara Ferguson covered the draft changes to the employee tuition waiver regulation. Two statements were added for clarification purposes. They cover practices that have never been allowed under the current waiver, but have never been but in writing – 500 level classes are not eligible and if spouses are both employees of UA, you can only use the waiver as an employee, not as a spouse of an employee. The tuition waiver cannot be used by new employees until after a six-month probationary period. All employees and dependants enrolled within a degree program must comply with the SAP. Year-long classes are exempt from SAP. A draft to the tuition waiver benefit changes will be available in the policy review.

10.3 Benefits Updates

Discussion ensued regarding the new Group Wellness program. It was well received except for the clause that restricts participants within a department to members in UA’s health plan. This clause can be problematic. Some felt that it may cross a privacy line among employees. It was proposed to have these concerns brought to SHCC’s attention.

Don Smith would like to address the governance groups concerning the proposed tobacco policies. Right now all documents and communications are in draft format. The potential of this policy to restrict hiring the most qualified applicant for a
position due to their tobacco use was discussed. Concern that this could affect the quality of the university was expressed. It seems that UA is one of the first universities that is proposing this policy. Some universities have already gone smoke-free. Concern was also expressed over possible discipline related to the policy in the case of recidivism or someone who starts smoking after hire. Tobacco use would not be tested for, nor policed, but falsification of one’s application has consequences including the potential of termination or other discipline.

10.3.1 Staff Health Care Committee
10.3.2 Joint Health Care Committee

9.3 Other Human Resources Issues
Anne Sakumoto spoke on the training and development resources available to UA employees as part of our benefit package. She acknowledged that SkillSoft Resources has been renewed until 2015. Sakumoto is in the process of updating Banner to allow more people to participate in leadership training. The business council has identified positions eligible for most of the 50 spaces available, including governance leaders, but a few extra positions may be available. If interested in partaking in leadership training, please contact Anne so that she can add you to the program.

11. Budget Brownbag
   Committee has not met.

12. SAA Website
   Tabled until next meeting.

13. Butrovich Building Issues
   13.1 Inside signs
   Tabled until next meeting.

   13.2 Custodian Service
   John Renfro was unable to attend last month’s meeting, but a list of comments was passed on to him. It was suggested to invite him again to address the group and custodial concerns in the Butrovich.

   13.3 Other Butrovich Building Issues
   There were no other building issues.

14. Anchorage Building Issues
   Tabled until next meeting.

15. Agenda items for next meeting April 10, 2012
Invite John Renfro and his direct report to next meeting
Invite Donald Smith
Invite Chris Christenson
Invite Michelle Rizk
Linda asked to bring up eligibility questions at JHCC
Tina Holland, Safety Training

16. Closing Comments

SAA members moved to go into executive session to discuss Outstanding Employee and Department Awards at 12:01 pm.

SAA members discussed Outstanding Employee and Department Awards. Executive session ended 12:14 pm.

17. Adjourn

General meeting adjourned 12:15 pm
SAA Motion 2012–1

MOTION: Related to opposing proposed changes to the UA Employee Tuition Waiver for benefits eligible employees and their dependents.

"The Statewide Administration Assembly moves to support the findings of the attached UAF Staff Council and the Staff Alliance resolutions Opposing Altering the UA Employee Tuition Waiver. The Statewide Administration Assembly requests that a cost benefit analysis be conducted and that neither staff, nor their dependents be limited to Standard Academic Progress (SAP) rules. This action is effective February 8, 2012."

Rationale for this action:

SAA agrees with the UAF Staff Council’s findings regarding the value of the tuition benefit to the university, UA employees and their dependents. Of greatest concern is that a data-driven review and a cost/benefit analysis of the proposed changes to the tuition waiver benefit be conducted before any changes are enacted.

SAA fully supports the Staff Alliance resolution with regards to the problems identified with the restrictions imposed by utilization of Standard Academic Progress (SAP) rules.

SAA supports a level of responsibility for utilizing the tuition waiver benefit but opposes applying full SAP rules to this benefit. SAA recognizes the legislative pressure to change the administration of the benefit and believes there are positive ways to do so. For example, SAA would support requiring staff to pay for the next class, or classes, totaling the number of credits that the benefit covered, if they fail a course. While SAA recognizes the need for changes to the waiver system, the proposed changes do not work for everyone and could be detrimental to a portion of the university community.

Signed: ________________ President SAA

Signed: ___________________________ UA President

Check One: ___ Approved ___ Modification Recommend ___ Disapproved

Please attach comments or rationale on recommended modification or disapproval

3/13/12 Date
University of Alaska Strategic Direction Update

January 26, 2012

The University of Alaska Strategic Direction team has now conducted twenty listening sessions with community and business leaders on campuses throughout the state of Alaska.

This document highlights some of the preliminary findings and trends from those listening sessions. We would like to thank the hundreds of participants who provided us with their input in the listening sessions and at www.alaska.edu/shapingalaskasfuture through our online survey.

Page 2: External Listening Conversation Matrix Chart- identifying the discussion topics in relation to the number of external conversational occurrences

Page 3: External Listening Conversation Strength Chart- measuring the power of the issue related to the group discussions

Pages 4 - 11: A breakdown of Listening Session Issues, numbers of conversational occurrences, and samples of comments related to each listening session issue

Pages 12 - 13: A list of general recommendations for continuing the Strategic Direction process after all information has been gathered from the external and internal listening sessions
Listening Session Conversation Themes

- External Session
- Internal Session
- Strength: 1-100
Listening Session Conversation Themes

External Session Frequency as of January 25, 2011
<table>
<thead>
<tr>
<th>Listening Session Issues</th>
<th># External Conversational Occurrences</th>
<th># Internal Conversational Occurrences</th>
<th>Sample Comments:</th>
</tr>
</thead>
</table>
| Creating Better Partnerships with Businesses & the Community; keeping content viable and internship opportunities current | 177                                   |                                       | • Build certifications around local needs  
• My company does collaborative work with the University but there are barriers that make it difficult to solve problems in a streamlined fashion  
• Business sector needs a better relationship with UA in order to recruit grads for employment; there is a lack of connectivity between the University and the available internships  
• Develop a formal internship program that can be administered within the University and serves as a point of contact to the business community  
• More certified native teachers  
• Have a teacher mentorship program that provides retention of students until they become a certified teacher  
• Build a stronger fisheries program; it is the core of our ecosystem  
• More partnerships in the environmental sciences  
• Research value-added processes to have a stronger market presence  
• Overall, don’t know how the University can move forward without these relationships  
• Cultivate entrepreneurship  
• Maritime transportation and Oceans Training is critical  
• Create more internship opportunities  
• Have a University presence on the State of Alaska AEDA Committee  
• How do successful entrepreneurs like me get to work with your University – whom do we go to?  
• Circumpolar partnerships are vital to the state’s future development |
| Increase the capacity & diversity of UA’s STEM courses and its technology programs        | 104                                   |                                       | • More and better technology  
• Server system at the University needs to be updated and upgraded in order for seamless access for students  
• All three MAUs have different databases for the same subjects. You
| **Increase UA’s capacity to generate more creative & alternative pathways to degrees, certificates, and programs** | 103 | - Professional development for educators who want to become administrators via Distance Learning
- 2-yr. Degreed programs for entry-level staff
- A strategic plan for post grad intensives to supplement e-learning in more fields meaningful to Alaska employment
- The wait to get into a health care program will cause our own students to go out of state
- We gathered a cohort group to pursue a doctoral degree at UA but we have not heard further from UAA; we understand that they wanted us to take certain courses in lock-step fashion but all of us could not do that; the program was too rigid
- Expand HVAC, EMS, the Honors College, Arctic Petroleum Engineering Center; start a Refrigeration Program
- Implement programs that address the global competitiveness of Education

need to be more seamless to look like one University.
- Support systems at UA need to be more student friendly
- More energy, science and transportation programs
- IT – electronic medical records
- IGAP program collaborative with EPA climate change observers that results in an Associate’s Degree
- We need more hard science graduates and post graduates
- There is a current lack of engineers being produced
- Technical training in construction and plumbing
- Expand the TTAP Program
- More math and science in the Education Degrees
- There are few doctoral level nurses in the state
- More programs in renewable energy
- Greater circumpolar research development efforts
- We have a real need for engineers
- Mining; the Univ. of Idaho has set up an active mine for students to learn how to hone their skills
<table>
<thead>
<tr>
<th>Topic</th>
<th>Page 72</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Need Eldercare training and certificate programs</td>
<td>- RNS-Dietetics Program needs to expand</td>
</tr>
<tr>
<td>• Expand maritime research programs; fully fund maritime positions</td>
<td>- Meet AK maritime industry needs</td>
</tr>
<tr>
<td>• There is a gap in developing more MAT grads in special end, elementary, and early child development</td>
<td>- Look at medical based practice research</td>
</tr>
<tr>
<td>• Develop project management, logistics, policy development, and paralegal programs; we need qualified bank managers</td>
<td>- Focus on the gaps in healthcare: physical therapists, pharmacists, OB training, acute care training, ICU training, ER training</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Enhancing Advising services across all MAUs</th>
<th>72</th>
</tr>
</thead>
<tbody>
<tr>
<td>• In admission counseling, math is a huge detractor for rural students; we need to hone in on such detractors with advising</td>
<td>- Mentorship needs to be part of the classroom environment in rural communities</td>
</tr>
<tr>
<td>• We need more native professionals to mentor</td>
<td>- Our youth are trying really hard but they need mentoring, they need navigation skills to get through the culture</td>
</tr>
<tr>
<td>• Integrate tribal culture with traditional knowledge</td>
<td>- Dual enrollment programs keep our students in the University system</td>
</tr>
<tr>
<td>• Businesses want greater access to students for job placement and shadowing before hiring</td>
<td>- Develop both academic and leadership strengths in our students</td>
</tr>
<tr>
<td>• Give our students more exposure to what is happening outside of Alaska</td>
<td>- Put a greater emphasis on building leaders in Alaska businesses</td>
</tr>
<tr>
<td>• Need to look for innovative ways to keep our kids here in Alaska</td>
<td>- The transition from a two to a four-year program is not an easy one and the University needs to address that transition from the student’s perspective; more focused advising so students have a clearer understanding of how to navigate through the process more effectively</td>
</tr>
</tbody>
</table>
| Utilizing data effectively to analyze and evaluate programs | 64 | - There should be greater emphasis on incentivizing students to teach in Alaska and in the communities they originate from  
- Is there a system that helps students through school and then helps them get a job?  
- Better ISER metrics for Rural Alaska economic history  
- Better reports for tracking students after they leave the CC and move up to UA  
- More data is needed to gauge the socio-economic climate of our community  
- Non-profits, businesses and government can benefit from identifying the gaps and building on the needs  
- We need to be better at using data that we are collecting: we can track students who require remedial classes in college against those who don’t; we can determine how each group performs; we can determine what type of remedial programs work better. We would like to understand more of how our Kodiak data is viewed by the legislature and determine what they decide about Kodiak given this data. Are they helping us become better or are they holding resources from us because there is poor performance on the part of our kids who require remedial help. How does the legislature use the Kodiak data?  
- We need more comparative studies regarding what programs are more effective than the ones we are using. We would like to invest in the better programs.  
- A new Academy is needed to supplement the students finishing with dual credits or with AA degree credits; these students still need more maturation in general studies, communication, and other professional skills. |
| Better use of Online Learning throughout all UA’s programs and degrees | 55 | - Better distance offerings are needed  
- We need a strategic vision for e-learning opportunities  
- Blackboard is not effective  
- One staff worker stated she has processed more distance delivery |
<table>
<thead>
<tr>
<th>Suggestion</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>More emphasis on E-Education</td>
<td></td>
</tr>
<tr>
<td>Shocking that some campuses don’t have Distance Learning sign-in</td>
<td></td>
</tr>
<tr>
<td>opportunities when students travel to other campus locations.</td>
<td></td>
</tr>
<tr>
<td>Support integration of campuses on one platform for all students to use</td>
<td></td>
</tr>
<tr>
<td>More web-based classes</td>
<td></td>
</tr>
<tr>
<td>Many students and employees are not happy with the Distance Education</td>
<td></td>
</tr>
<tr>
<td>opportunities</td>
<td></td>
</tr>
<tr>
<td>Distance learning model needs to grow</td>
<td></td>
</tr>
<tr>
<td>Not sure the University has integrated lectures in their distance</td>
<td></td>
</tr>
<tr>
<td>delivery; the University needs to step back and readjust how a lecture</td>
<td></td>
</tr>
<tr>
<td>is being communicated to the students</td>
<td></td>
</tr>
<tr>
<td>Expand Distance Education</td>
<td></td>
</tr>
<tr>
<td>More distance MBA courses are needed</td>
<td></td>
</tr>
<tr>
<td>Greater continuity in delivery of distance education courses; greater access for students who use distance education</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Suggestion</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enhance flexibility within schedules, programs, and degree requirements</td>
<td>53</td>
</tr>
<tr>
<td>Open remedial education for High School Students</td>
<td></td>
</tr>
<tr>
<td>Students who travel to the CTC for fire science weekend programs are</td>
<td></td>
</tr>
<tr>
<td>charged CTC class fees for services they do not use; this is hard on rural students and no flexibility is allowed</td>
<td></td>
</tr>
<tr>
<td>Yukon Flats ECE students were charged additional fees to take a weekend intensive course; our students do not use the services and therefore should not have to pay the fees</td>
<td></td>
</tr>
<tr>
<td>Only 9 Native graduate students are working on their PhDs at UAF</td>
<td></td>
</tr>
<tr>
<td>We need more flexibility, intensives and cohorts</td>
<td></td>
</tr>
<tr>
<td>Try to graduate from the University within a certain amount of years; it is not acceptable to be in a 4 year program if it takes you five or six</td>
<td></td>
</tr>
<tr>
<td>It is wrong to penalize a student because the University can’t deliver the courses required to graduate</td>
<td></td>
</tr>
<tr>
<td>Hiring practices at the college; a tremendous amount of red tape to</td>
<td></td>
</tr>
</tbody>
</table>
go through; there seem to be a lot of barriers
- Do a better job of recruiting faculty; educators up on the hill are looked at as being aloof and untouchable
- Law enforcement, ethics, critical thinking skills

<table>
<thead>
<tr>
<th>Transferability of courses</th>
<th>47</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Our credits can’t transfer if we change locations</td>
<td></td>
</tr>
<tr>
<td>- The perception is that the Transferability of Credits is not solved – especially when it arises in meetings with funders like the Denali Commission, the Alaska Mental Health Trust, and the Rasmussen Foundation</td>
<td></td>
</tr>
<tr>
<td>- It takes a long time to get a degree as a part-timer, so having our credits not last during the degree-seeking process is a problem</td>
<td></td>
</tr>
<tr>
<td>- The course transfer process is too bureaucratic</td>
<td></td>
</tr>
<tr>
<td>- All credits should transfer</td>
<td></td>
</tr>
<tr>
<td>- Transference of courses to outside colleges is terrible and it gets worse between our three Alaskan Universities: UAA, UAF, and UAS</td>
<td></td>
</tr>
<tr>
<td>- UA accepted a third less credits than the University of Washington when I went to get my teaching certificate. All you might get at UAA or UAF is a pile of electives; there should be a deceptive practices lawsuit filed</td>
<td></td>
</tr>
<tr>
<td>- My nephew was offered more credits by the Univ. of Wash for his dual credit courses than UA offered him, although he took the courses at UAF. This is the wrong message</td>
<td></td>
</tr>
<tr>
<td>- If a person has the skill gained in a course, yet that course does not transfer, then it is irrational not to recognize the skill in the person and give the person credit</td>
<td></td>
</tr>
<tr>
<td>- Difficulty in transferring military courses and in giving equivalency to military courses earned during service; there should be a smooth transfer process</td>
<td></td>
</tr>
<tr>
<td>- Long ago the University promised zero problems in transferring courses and credits but that has not happened</td>
<td></td>
</tr>
<tr>
<td>- There should be a listing of courses that are found at all MAUs and these courses should have similar numbers and universal transferability</td>
<td></td>
</tr>
</tbody>
</table>
| Develop a mindset that cultivates university-wide understanding; eliminate regional competitiveness | 38 | • Why must 50% of my degree be taken at one campus? I am at one university so my courses should be good at all locations  
• Students have no way of knowing what is offered at each site  
• We want seamless transfer of all courses  
• Move the business degree to Juneau so we could take more online classes  
• Transferability of all classes across the board; it impacts the perception many have of the University  
• Dealing with transfer of credits within the MAUs, you need to take a course over because they won’t transfer; sometimes you have to wait a semester, or longer, to take a class that is required in your field  
• Transference of credits in nursing is terrible among the MAUs  
• There is a serious disconnect between the adjuncts and regular faculty; there is no engagement of the adjuncts into the department  
• There are dividing lines between all three MAUs; it is a critical problem; it filters down to students, courses, and transferability  
• We need more information at our Community Campus from the main campus or Statewide  
• There is no revenue from intellectual property that has been commercialized from faculty  
• We are the only state without a native college  
• There is a statewide dysfunction between UAF and UAA; the president and the legislator need to look at addressing in-fighting and redundancies  
• There are 3 separate universities and this has a trickle-down effect; remove the barriers so that campuses can get the resources they need  
• The UAA campus does not have the same feel of other campuses outside of the state. This is a deterrent to the decision of the student to attend  
• Need to develop school spirit |
| **Develop better facilities** | 26 | • Infighting between all three MAUs needs to stop; they need to strengthen their relationship

• Eagle River is so crowded; a science teacher has to use a public high school and set up a lab for each class that he teaches, then tear it down and set it up the following week

• Eagle River lacks proper facilities

• Anna Fairclough fought hard to win us funding for better facilities here in ER but Anchorage took the funds to build up the Health Education Building

• People from one room have to borrow chairs from another room and return them when students stand waiting for their chairs

• At Eagle River, the only place that we have to meet is in the foyer of the building as people enter and leave the campus and congregate there waiting for classes; it is too noisy and busy to meet

• ER lacks proper facilities; we need facilities geared to how we teach; lab space needed; serious traffic issues and space issues

• UAS needs more dormitories

• Student dorms at UAF are awful

• Not enough clinical space for students we are trying to get through health care |

| **Streamline websites for clearer communication; package information for clear understanding** | 12 | • Website pages are not intuitive nor hierarchical

• Registration online is a problem; when I call for help no one can assist me at that time either

• Registration information is confusing and fragmented

• I can’t find Registration

• Student issues related to tuition are not taken seriously

• Do a better job of explaining the cost and the value of the single rate tuition

• Greater access and easier access to the website; it is hard to navigate

• Online navigation can be frustrating, especially for new students

• I get a lot more information out of UofW than I do out of UofA; I am a
After all information-gathering has been conducted at both Internal and External Listening Sessions, the following general recommendations are made to support the work and implementation of a Strategic Direction process:

1. **Build an organization capable of good strategy execution.**
   a. Center for Creative Leadership Training in June and follow-up on 360-degree Executive Dimensions feedback.

2. **Exercise strong leadership to drive Strategic Direction forward.**
   a. Use of Executive Dimensions Developmental Plans to assign in-place leadership opportunities for certain assignments and tasks.
   b. Utilizing the Board of Regents to support and affirm the work plan.
   c. Developing an Advisory Board for the President that identifies Chancellors and Provosts to champion and advance the Strategic Direction process at the MAUs and across the University of Alaska.

3. **Adopt best practices that strive for continuous improvement.**
   a. Prioritizing issues and themes that have been identified in the Listening Sessions
   b. Organizing the issues and themes that the University of Alaska will work on during the Strategic Direction process. Issues should be organized into projects or assignments that can be done in the short run, in the mid-term, and in the long term, or from simple to complex, or by MAU, or by functionality. A work plan should be created after the prioritization is complete and stakeholders are in agreement as to how the plan will be executed.
   c. Organizing a “measurement” process to achieve the desirable outcomes established by the stakeholders.

4. **Institute and change policies and procedures across the University that strengthen both continuous improvement and the Strategic Direction.**
   a. Review of appropriate HR policies and procedures and other operational policies and procedures.

5. **Install systems that will allow University stakeholders to carry out their strategic roles.**
a. Chancellors and Provosts establish procedures for reengineering processes and implementing changes across the organization and within an MAU.

6. **Marshall resources behind the Strategic Direction Process.**
   a. Investment from the State in certain key projects identified by the Board of Regents, President Gamble, and stakeholders.

7. **Instill a culture that thrives on good strategy execution and refinement in strategic direction.**
   a. Conduct appropriate training.
   b. Integrate MAU strategies under the Strategic Direction umbrella.
   c. Integrate accreditation work under the Strategic Direction umbrella.

8. **Identify changes and move forward with the Strategic Direction process.**
   a. Cycle through stakeholder issues and continue the work plan.
Tentative Schedule of Listening Sessions

Date & Location

External Listening Sessions
March 19 - UAF Kuskokwim Campus- 1 p.m.

Below is a tentative schedule for the internal Listening Sessions.
The strategic Direction team will be conducting separate listening sessions for each internal stakeholder group; students, Alumni (at UAS, UAF, and UAA), faculty, and staff.

Please check here for updates for listening session locations and times.

Date & Location
January 19 - UAA Chugiak-Eagle River Campus (completed)
January 24- UAF Bristol Bay Campus (completed)
January 25- UAA Mat-Su College Campus (completed)
February 02 - UAS Ketchikan Campus (completed)
February 06 - UAF Interior Aleutians Campus (completed)
February 08 - UAS Sitka Campus (Sitka) (completed)
February 09 - University of Alaska Southeast (Juneau) (completed)
February 14 - University of Alaska Fairbanks: (completed)
February 15 -- UAF Community and Technical College (Fairbanks) (completed)
February 20/21 - UAF Kuskokwim Campus (Bethel): (completed)
February 23 - UAA Prince William Sound College Campus (Valdez): (completed)
February 27/28 - UAF Northwest Campus (Nome): (completed)
February 28/29 - UAF Chukchi (Kotzebue): (completed)
March 08 - University of Alaska Foundation Board of Trustees (UAS Juneau) 8:45 am.
March 16 - University of Alaska Coalition of Student Leaders (Teleconference) 10 am.
March 22 - UAA Kodiak College Campus (Kodiak): Staff - 10 am/ Faculty - 2 pm/ Students - 3 pm
March 28 - University of Alaska Statewide Staff in Anchorage: 10 am Bragaw Office Building Rm 1025
March 29 - University of Alaska Statewide Administration Assembly/ UA Staff Alliance: 10 am Butrovich Bldg., Room 204
March 29 - UA Fairbanks Alumni Association: 5:30 pm, Alumni Lounge, Constitution Hall (Fairbanks)
March 30 - University of Alaska Staff in Fairbanks: 10 am, Butrovich Bldg., Room 109
April 02 - University of Alaska Anchorage - Staff - 10 am Admin/Humanities Room 204/ Faculty - 12:30 pm Admin/Humanities Room 204/ Students - 2:30 pm Student Union, North Cafeteria/ Alumni - 5:30 pm Student Union, North Cafeteria
April 17 - UAA KPC Kenai River Campus (Soldotna): Students - 10:45 am/ Staff - 1 pm/ Faculty - 3 pm
April 18 - UAA KBC Kachemak Bay Campus (Homer): Students - 12 pm/ Staff - 2 pm/ Faculty - 4 pm

Charles St George – 6 March 2012, Tuesday 14:21
Staff Survey

1. What is the University doing well to hire and retain staff dedicated to support students and university stakeholders? What could it do better?

2. What could be done internally to assist the staff in providing better service to all of its stakeholders?

3. What factors (resources, limitations, etc.) influence your ability to support student success [or, possibly "more students completing faster"] in your job?

4. How do you think the University can better meet the needs of students?

5. Have we missed anything pertinent to our efforts in setting strategic directions for this university?

Type the characters you see below. Code is case sensitive.

Izzy Martinez – 10 February 2012, Friday 09:39
THURSDAY, MARCH 1

The meeting agenda, Health Care Overview and Health Care Review can be found at the following link: http://www.alaska.edu/benefits/joint-health-care-committ/3-1-2-12/.

On Thursday the meeting opened with 12 members present. Also present were Cyndee West, Erika Van Flein, David Hinckley, Greg Alperstein, Timothy Armbruster and Michelle Pope.

The Agenda was approved with changes (changes of sub-committee report times due to time conflicts). The January minutes approval was moved to Friday’s session.

Michelle Pope and Timothy Armbruster presented the Health Plan accounting and costs. Rates for employee contributions need to be finalized by March 15 in order to input data into Banner and prepare communications materials for open enrollment.

There are 3 trends looked at when setting rates:

Premera (high) 13.9% for medical
12% for pharmacy
7.5% for dental

Blended (medium) 11.6% for medical
9.4% for pharmacy
7% for dental

Lockton (low) 9% for medical
6.5% for pharmacy
6.5% for dental

The Lockton trend uses UA historical data and a national average (not State of Alaska average).

The plan design change last year is still new, and without historical data, the trends are used to project plan costs. Looking at all data the rate to be used for cost increases in FY13 is 7.71%

Although it would be helpful to project out-of-pocket expenses, that data would be difficult to come up with.

There are currently 197 employees on the 500 plan, 2,517 employees on the 750 plan and 1,377 employees on the HDHP plan.

At this time we are looking at an under recovery of $3.5 million due to the number of employees who shifted to the HDHP plan last year, no employee payroll contribution rate increases in FY12, and because the tobacco surcharge was not implemented. The JHCC decided to keep rates stable in FY12 due to the increases in deductibles. If rates had been increased in FY12, the cost of the 500 plan would have increased approximately 7%, the 750 plan would have increased approximately
18% and the HDHP plan would have increased approximately 55%. Those costs need to be accounted for this fiscal year.

Discussion surrounding the future of the plan was held. Due to the 500 and 750 plans falling into the “Cadillac plan” criteria, we should consider moving away from those plans before the Cadillac tax takes effect. It was suggested we move from the 500 plan and offer a HDHP plan that was eligible for an HSA along with the current HDHP plan we have. No plan design changes could take place until FY14, and when the RFPs go out the ability to administer a HDHP plan with an HSA is being requested.

Also of note in FY14 the University/Employee costs will shift from the current 83/17 ratio to a 82/18 ratio.

The numbers presented only showed two options: with a no application of under recovery, and with full application of under recovery using the Lockton trend. The Committee requested more scenarios in which to base its decision for the FY13 year. The requested scenarios surrounded employees migrating from one plan to another, employees choosing to opt-out of the plan and using the blended trend data. These scenarios will be presented at the Friday meeting for the committee’s discussion.

The committee disbanded for the day into subcommittees for their work.

**FRIDAY, MARCH 2**

The committee reconvened at noon on Friday. There were 12 members present along with Erika Van Flein, David Hinkley and Greg Alperstein. Michelle Pope joined the meeting with the requested data later.

Subcommittees gave reports:

- **300K subcommittee** – reviewed 5 proposals which were approved – some of the proposals needed modifications to meet IRS rules regarding incentives.

- **50/50** – The $50 personal incentive is being implemented by WIN in April. WIN will advertise program.

- **Tobacco Free Hiring**
  
  The decision is now sitting with President Gamble. It is anticipated there will be discussion with governance groups. UAKjobs will need to be updated and communications need to go to employees regarding the process.

The Branding subcommittee was disbanded.

Michelle presented information on the requested scenarios as it came available. There was discussion regarding pushing a portion of the under recovery forward to future years. This could become problematic when in FY14 the ration shifts from 83/17 to 82/18. It also does not take into effect any future health plan changes.
There was discussion about moving to 2 plans in the future – an HDHP with an HSA and an HDHP without an HSA. There was discussion of having a flat fee vs. a percentage of employee salary for the employee contribution in the future.

After discussion of the completed scenarios it was moved that “The JHCC requests that President Gamble considers forgiving a portion of the FY12 projected employee under recovery of $3.5 million. The JHCC suggest 50% at $1.75 million.”

Friendly amendments were to change the “suggest” to “request” to indicate this is not a negotiation, or not a change to the CBA. Also there was a friendly amendment to reduce the amount to $1.5 million. Discussion also included a memorandum of agreement between management and labor regarding this onetime event.

The final motion reads: “The JHCC requests that President Gamble considers forgiving a portion of the FY12 projected employee under recovery of $3.5 million. The JHCC requests $1.5 million.”

The motion passed 12 in favor, 2 against.

A motion was made to set the rates for FY13 to cover the FY12 under recovery at 100%.

Discussion around the motion clarified the amount of under recovery to be $3.5 million. The motion was written in a manner to accommodate the President’s decision on the previous motion. Further discussion regarded looking at the scenarios that have not been presented yet. It was suggested the committee meet again before March 15th in order to have more time to look over the scenarios not received yet.

The motion failed – 4 abstentions, 6 for, 4 against.

The Committee discussed options regarding the different scenarios presented. Options included using blended or Lockton trends, how many opt outs to project for, how many employees to project moving from one plan to another.

After discussion a motion was made to use the blended trend, with opt outs at 15% and migration from one plan to another at 25%.

The motion passed with no opposition

The next meeting was set for March 7th at 1:30pm to discuss the finalized scenarios for setting the employee rates for FY13

The meeting adjourned.

The next meeting will be held by audio/video conference on March 7 to finalize numbers and cost projections.

Respectfully submitted by your JHCC representatives.