



Agenda
Faculty Alliance
Tuesday, May 3, 2016
Via [Google Hangout](#)
Audio-only: 1-855-280-1855
1:30 p.m. – 3:30 p.m.

1. Call to Order

Voting Members:

David Fitzgerald, 1st Vice President, UAA Faculty Senate
Maren Haavig, President, UAS Faculty Senate
Diane Hirshberg, Past President, UAA Faculty Senate
Lisa Hoferkamp, President-Elect, UAS Faculty Senate
Kevin Krein, Past President, UAS Faculty Senate
Cecile Lardon, Past President, UAF Faculty Senate, Chair, Faculty Alliance
Orion Lawlor, President-Elect, UAF Faculty Senate
Debu Misra, President, UAF Faculty Senate
Tara Smith, President, UAA Faculty Senate, Vice Chair, Faculty Alliance

Staff:

Morgan Dufseth, Executive Officer, System Governance

Guests:

Karl Kowalski, Chief IT Officer
Tom Langdon, OIT Customer Support Services Manager
Andy Anger, UAF Professor, Applied Business and Accounting

2. Adoption of Agenda

3. Approval of April 8 Minutes

Attachment 1

4. Public or Guest Comments

5. Report from Chair

6. Report from Faculty Senates

7. Ongoing Business

- 7.1. Alaska Native GER – Memo to Task Force Attachment 2
- 8. New Business
 - 8.1. Move to one version of Blackboard for the UA system – Karl Kowalski and Tom Langdon
 - 8.2. Faculty Overload Benefit Rates Attachments 3& 4
 - 8.3. Directory Information – Enrollment Status Attachment 5
 - 8.4. Tuition Notice – Mid-Year Increase Expected Attachment 6
 - 8.5. Telework Regulation Attachment 7
 - 8.6. Transition Process
- 9. Comments, concerns, and announcements
- 10. Adjourn



Minutes
Faculty Alliance
Friday, April 8, 2016
Via [Google Hangout](#)
Audio-only: 1-855-280-1855
1:00 p.m. – 3:00 p.m.

1. Call to Order

The meeting came to order at 1:05 p.m.

Voting Members:

David Fitzgerald, 1st Vice President, UAA Faculty Senate
Maren Haavig, President, UAS Faculty Senate
Diane Hirshberg, Past President, UAA Faculty Senate
Lisa Hoferkamp, President-Elect, UAS Faculty Senate
Kevin Krein, Past President, UAS Faculty Senate
Cecile Lardon, Past President, UAF Faculty Senate, Chair, Faculty Alliance
Orion Lawlor, President-Elect, UAF Faculty Senate *joined at 2pm*
Debu Misra, President, UAF Faculty Senate
Tara Smith, President, UAA Faculty Senate, Vice Chair, Faculty Alliance

Staff:

Morgan Dufseth, Executive Officer, System Governance

2. Adoption of Agenda

Debu moved to adopt, Dave seconded. No objections, agenda adopted as presented.

3. Approval of March 25 Minutes

Members agreed to approve both meeting minutes by email.

4. Public or Guest Comments

None given.

5. Report from Chair

Cécile reported on the ongoing Board meeting and noted next year will be especially difficult for Alliance members as they deal with the impending changes. Her report to the Board included recommendations for program review, thanks for their opposition to SB

174, and the GER Task Force charge renewal. Members engaged in a discussion on GERs and how to move forward and how to communicate that plan to the Regents.

6. Report from Faculty Senates

UAA – Tara reported they created an open resource policy, and Diane noted they would have their annual Roast and Toast on May 15.

UAF – No major updates from UAF Faculty Senate.

UAS – President Johnsen will be in Juneau next Monday with Robbie Graham, AVC Public Affairs, to discuss Strategic Pathways with faculty, staff, and students.

7. Ongoing Business

7.1. Criteria for Phase I Programs/Services

Members reviewed previously gathered criteria and discussed additional criteria before making a final determination on what to forward to President Johnsen. Cécile noted she would re-order the document and make suggested wording changes before sending Alliance members for a final review before sending to the president by the end of the day.

8. New Business

8.1. Resolution Regarding SB 174 – Ran out of time – Alliance members opted to vote on the resolution by email. The resolution subsequently passed 7-0, with two members absent.

8.2. Faculty Overload Benefit Rates – Ran out of time.

9. Agenda Items for May 3 Meeting

None given.

10. Comments, concerns, and announcements

None given.

11. Adjourn


Meeting adjourned at 3:04 p.m.

Faculty Alliance
910 Yukon Drive
P.O. Box 757780
Fairbanks, AK 99775



106E Butrovich Building
(907) 450-8042
ua-sygov-faculty@lists.alaska.edu
alaska.edu/governance/faculty-alliance/

MEMORANDUM

Date: May 2, 2016
To: GER Coordinating Task Force
From: Cécile Lardon, Chair, Faculty Alliance 
Re: Alaska Native GER Course

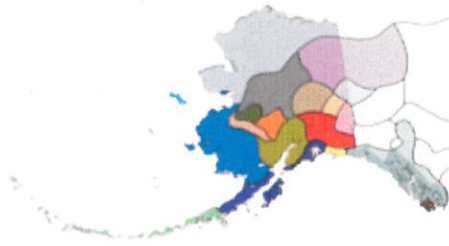
The members of the Faculty Alliance have discussed the request by the Alaska Native Studies Council (see attached letter) to include a course on Alaska Native culture and history as a part of General Education Requirements in the University of Alaska System. The Faculty Alliance is in general support of such a course, and members feel the course would be beneficial to UA students. In addition, the Coalition of Student Leaders have passed a resolution in favor of this request (see attached), as has at least one Faculty Senate (UAS). And the Special Taskforce on GERs convened by the Board of Regents (as part of the “Regents’ Four”) endorsed such an inclusion as well.

As such, the Faculty Alliance asks the General GER Alignment Task Force to explore options for including a course on Alaska Native peoples, their culture and history in the GER requirements for the UA system and to provide a recommendation.

In the interest of providing time-sensitive feedback to the President on this issue I am asking your group to provide a recommendation to the Faculty Alliance on whether such a course should be included in the GER requirements by Friday, September 30th. That way, the Alliance can vote on it and pass its recommendation to the President for the November meeting.

Attachments: Letter from the Alaska Native Studies Council – Oct. 22, 2015
Coalition of Student Leaders Resolution 2016-03

ALASKA NATIVE STUDIES COUNCIL



- ☐ Lance *Xh'unei* Twitchell, UAS
- ☐ Jeane *T'áaw xíwaa* Breinig, UAA
- ☐ Beth *Ginondidoy* Leonard, UAF
- ☐ Sharon *Chilux* Lind, UAA
- ☐ Maria *Shaa Tláa* Williams, UAA
- ☐ Gordon Pullar, UAF
- ☐ Sean *Asiqluq* Topkok, UAA
- ☐ Alvin Amason, UAA
- ☐ Da-ka-xeen Mehner, UAF
- ☐ Paul Ongtooguk, UAA
- ☐ Dalee Sambo-Dorough, UAA
- ☐ Ray Barnhardt, UAF
- ☐ April *Lisik* Laktonen Counciller,
Alutiiq Museum
- ☐ Theresa John, UAF
- ☐ Agatha John-Shields, UAA
- ☐ Evon Peter, UAF
- ☐ Alberta Jones, UAS
- ☐ Lenora "Lolly" Carpluk, UAF
- ☐ Annette Freiburger, UAF
- ☐ Ernestine Hayes, UAS
- ☐ Marie *Arnaq* Meade, UAA
- ☐ Liza Mack, UAF
- ☐ Medeia Csoba-Dehass, UAA
- ☐ Ryan Harrod, UAA
- ☐ Thomas Swensen, Univ of
Colorado
- ☐ Charlene Stern, UAF
- ☐ Phillip *Aarnaquq* Charette, UAF
- ☐ Patricia *Sekaquaptewa* UAF
- ☐ Jennifer Carroll, UAF

alaskanativestudies.org

info@alaskanativestudies.org

October 22, 2015

Dear Regents,

Thank you for your service to the University. We appreciate your leadership in guiding the University of Alaska to excellence. I am sending this letter on behalf of the Alaska Native Studies Council. This Council consists of Alaska Native and Alaska Native Studies faculty from all UA campuses system-wide. As a group, we work to promote sustained commitment to integrating Indigenous perspectives into a variety of educational settings. Our mission is to identify, develop, and implement Native-focused curricula, and to promote and publish Alaska Native-related research and pedagogical strategies. Probably the most significant collaborative effort of the Alaska Native Studies Council has been the development of the now annual Alaska Native Studies Conference. This academic conference has been held successfully at UAA in 2013, UAS in 2014, UAF in 2015 and soon to be UAA again in 2016. We expect approximately 500 attendees from Universities across the world to attend this growing event this coming year. We have also published two journals based on the 2013 and 2014 conferences proceedings and 2015 is in press.

The Council recognizes and has frequently discussed at length a critical gap for all UA students. Many, perhaps the majority of our students graduate without even a basic knowledge of Alaska Native peoples, their histories and their cultures. We would like to see a change within the UA system and advocate for requiring an Alaska Native focused general education course or other requirement that addresses this gap. We hope the UA Board of Regents will consider addressing this deficit in our curriculum at a future meeting.

Mission/Vision

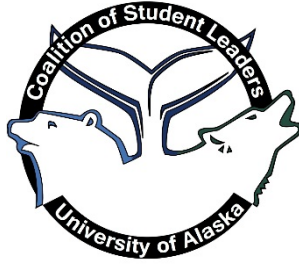
The Alaska Native Studies Council promotes a deeper and more sustained commitment to integrating Indigenous perspectives into a variety of educational settings. Our mission is to identify, develop, and implement Native-focused curricula, to promote and publish Alaska Native-related research and pedagogical strategies, and to develop a strategic plan to help us attain these goals.

Given that Alaska Natives are nearly 20 percent of the state's populations, Alaska Native corporations are the state's number one employer, contribute to 25% of the state's GDP, and 75% of UA graduates secure jobs in Alaska, we believe the University of Alaska should implement a curricular requirement pertaining to Alaska Native coursework. The requirement will strengthen students' education, and will enhance their employability within our state. We are doing a disservice to our students by not equipping them with an understanding of Alaska's first peoples whose homelands they occupy. Other universities have done this including University of Hawaii – Hilo which requires a Pan-Hawai'in GER.

There are a variety of options available that can be explored and discussed further, and the Alaska Studies Council stands ready to assist in this discussion. We urge the UA Board of Regents to explore the possibility UA system-wide.

Best regards,

Alaska Native Studies Council



Coalition of Student Leaders

Resolution 2016-03

Recommending that the University of Alaska adopt Alaska Native Studies as part of the General Education Requirements

Whereas, The University of Alaska is currently revising the General Education Requirements (GER) that must be taken by all baccalaureate students before graduation, and;

Whereas, The University of Alaska Major Academic Units (MAUs) of UAF, UAA, and UAS all require students to take some cultural learning courses in subjects like art, world history, or language, and;

Whereas, Alaska's population includes a significant percentage of Alaska Native peoples, and;

Whereas, The University of Alaska ought to endeavor to increase outreach and accessibility for Alaska Native peoples, and;

Whereas, Alaska Native culture and history is integral to the understanding of Alaska's past, present, and future, and;

Whereas, Students of all ethnic and geographic backgrounds would benefit from a better comprehension of Alaska Native Studies, and;

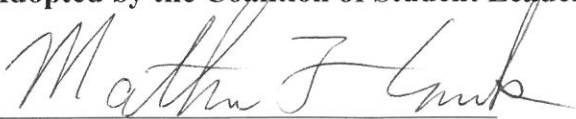
Whereas, The University of Alaska offers at least some Alaska Native Studies courses at all campuses, either in-person or via distance education, and;

Whereas, Student governments for the University of Alaska Anchorage, the University of Alaska Southeast, and the University of Alaska Fairbanks have passed resolutions supporting including Alaska Native Studies as part of the GER, indicating widespread student support, now;

Therefore be it resolved, That the Coalition of Student Leaders recognizes the importance of understanding Alaska Native culture and history, and;

Therefore be it further resolved, That the Coalition of Student Leaders recommends that the University of Alaska require all baccalaureate students to take at least one 3-credit Alaska Native Studies course as part of the GER.

Adopted by the Coalition of Student Leaders the 26th DAY OF APRIL 2016

A handwritten signature in cursive script, appearing to read "Mathew Carrick", written over a horizontal line.

Mathew Carrick, Chair

Voting members' results as attested by Morgan Dufseth, Executive Officer:

Yes: 6

No: 0

Abstained: 0

Absent: 4

The UAF Faculty Senate passed the following at Meeting #214, April 4, 2016:

RESOLUTION:

WHEREAS the UA charges different leave and benefit rates to the units for overload teaching assignments for full-time faculty members than for teaching assignments for adjunct faculty and staff members. The benefit rate charged for overload teaching assignments for full-time faculty members is considerably higher than for teaching assignments for adjunct faculty and exempt staff, leading to the denial of overload contracts for full time faculty due to significantly higher cost; and

WHEREAS the UA currently charges the units combined leave and benefit rates of
UNAC 46.3% ((salary × 13.7% leave) × 28.7% benefits)
UAFT 45.5% ((salary × 12.7% leave) × 29.1% benefits)
for teaching overload contracts for full-time faculty members; and

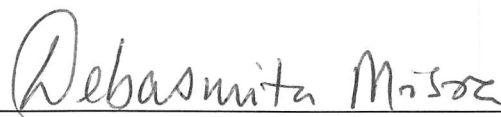
WHEREAS the full-time faculty member does not receive any additional benefits or leave except for incremental retirement contributions outside their main contract; and

WHEREAS the effective leave and benefit rate charged to units for teaching assignments for adjunct faculty and exempt staff members is 10.70%; and

WHEREAS as a result, overload contract for full time faculty members are charged an additional 35.6% UNAC, 34.8% UAFT in leave and benefits, substantially inflating the cost of these contract to the units. Because of the higher cost, some units regularly and categorically deny overload contracts to full-time faculty members; and

WHEREAS the question arises whether an overload teaching contract for full time faculty members truly generates leave and benefits cost of 35.6% UNAC, 34.8% UAFT warranting the charges to the units; now

THEREFORE BE IT RESOLVED THAT the UAF Faculty Senate requests the UA Statewide to set overload teaching contract leave and benefit rates for full-time faculty members in line with the teaching contract leave and benefit rates for adjunct faculty and exempt staff.



President, UAF Faculty Senate

Statewide Office of
Cost Analysis
(907) 450-8069
(907) 450-8071 (fax)



UNIVERSITY
of **ALASKA**
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PO Box 756540
Fairbanks, Alaska 99775-6540
www.alaska.edu/cost-analysis/

Date: June 25, 2015

To: Bill Spindle, Kari Burrell, Michael Ciri, Myron Dosch

From: Tanya Hollis

Re: FY16 Fringe Benefit Forward Pricing Proposal

Attached is the revised FY16 Fringe Benefit Forward Pricing Proposal Report submitted to UA's cognizant agency, Office of Naval Research (ONR). ONR has authorized these to be used for external and internal purposes as provisional FY16 rates.

The following table summarizes the revised fringe benefit rates proposed for FY16 for the University of Alaska System. Also listed are the FY15 negotiated rates for comparison purposes.

E-Class	<u>Leave Benefit Rates (1)</u>		<u>Staff Benefit Rates (2)</u>	
	FY15	FY16	FY15	FY16
	Negotiated	Proposed	Negotiated	Proposed
	<u>Benefit Rates</u>	<u>Benefit Rates</u>	<u>Benefit Rates</u>	<u>Benefit Rates</u>
NR	22.50%	21.00%	43.00%	45.70%
CR	21.80%	23.00%	47.60%	40.50%
XR	20.70%	20.90%	38.80%	41.00%
EX, FR	15.60%	17.30%	27.60%	28.50%
FN	0.80%	9.60%	27.60%	28.50%
F9	1.40%	13.70%	27.50%	28.70%
AR, A9	1.20%	12.70%	29.10%	29.10%
FT, FW	0.00%	0.00%	9.60%	10.70%
CT, GT, NT, ST, XT	0.00%	0.00%	8.60%	9.20%
NX, XX	19.90%	7.00%	22.80%	30.40%
GN, SN	0.00%	0.00%	0.00%	0.00%

(1) Distribution base: Leave rates are applied to base salaries excluding overtime, miscellaneous pay, and paid leave.

(2) Distribution base: Staff benefit rates are applied to base salaries plus overtime, miscellaneous pay, and leave accrual provisions.

cc: Ashok Roy, Nichole Pittman, Michelle Rizk, Erik Seastedt, Erika Van Flein, Raaj Kurapati, Sandra Culver, Jason Theis, Kelly Thorngren, Roxy Felkl, Debbie Carlson, Alesia Kruckenberg, Tara Ferguson, Carolyn Weaver

Myron J. Dosch, CPA
Controller
Phone: (907) 450-8079
Fax: (907) 450-8071
mjdosch@alaska.edu



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910 Yukon Drive, Suite 209
PO Box 755120
Fairbanks, AK 99775-5120

June 24, 2015

Ms. Beth Snyder
Contracting Officer
Office of Naval Research
Indirect Cost Branch
Code BD0242, Room 368
875 N. Randolph Street
Arlington, VA 22203

RE: University of Alaska FY16 Fringe Benefit Forward Pricing Proposal

Dear Ms. Snyder:

This memorandum and enclosed attachments represent the University of Alaska's proposal to establish fixed with carry-forward fringe benefit rates for the period of July 1, 2015 through June 30, 2016 (FY16).

The cost methodology used is consistent with methodologies utilized in past fringe benefit forward pricing proposals. This proposal fully liquidates the FY14 staff benefit over recovery carry-forward of \$12,667,100 and leave benefit over recovery of \$16,600.

The following table summarizes the fringe benefit rates proposed for FY16 for the University of Alaska System. Also listed are the FY15 negotiated rates for comparison purposes.

	<u>Leave Benefit Rates (1)</u>		<u>Staff Benefit Rates (2)</u>	
	FY15	FY16	FY15	FY16
	Negotiated	Proposed	Negotiated	Proposed
<u>E-Class</u>	<u>Benefit Rates</u>	<u>Benefit Rates</u>	<u>Benefit Rates</u>	<u>Benefit Rates</u>
NR	22.50%	21.00%	43.00%	45.70%
CR	21.80%	23.00%	47.60%	40.50%
XR	20.70%	20.90%	38.80%	41.00%
EX, FR	15.60%	17.30%	27.60%	28.50%
FN	0.80%	9.60%	27.60%	28.50%
F9	1.40%	13.70%	27.50%	28.70%
AR, A9	1.20%	12.70%	29.10%	29.10%
FT, FW	0.00%	0.00%	9.60%	10.70%
CT, GT, NT, ST, XT	0.00%	0.00%	8.60%	9.20%
NX, XX	19.90%	7.00%	22.80%	30.40%

(1) Distribution base: Leave rates are applied to base salaries excluding overtime, miscellaneous pay, and paid leave.

(2) Distribution base: Staff benefit rates are applied to base salaries plus overtime, miscellaneous pay, and leave accrual provisions.

Ms. Beth Snyder
June 24, 2015
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Please contact me if you have any questions or if you need additional information. Thanks for your consideration of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Myron J. Dosch". The signature is fluid and cursive, with the first name "Myron" and last name "Dosch" clearly distinguishable.

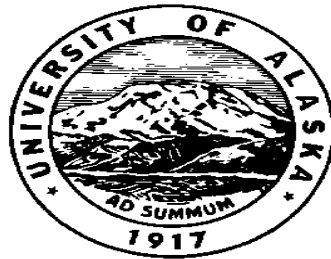
Myron J. Dosch

MJD/TLH/sab

Attachments

cc: Linda Shipp, ONR (one copy)
Nancy Machida, DCAA, Alaska Sub-Office (one copy)

UNIVERSITY OF ALASKA
FY16 FRINGE BENEFIT FORWARD PRICING PROPOSAL



The University of Alaska
Fringe Benefit Forward Pricing Proposal

July 1, 2015 – June 30, 2016

Table of Contents

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4	Staff Benefit Cost Distribution	6-8
5	Wage Base Projection	9

Attachment A: Certifications

Certificate of Fringe Benefit Costs

Certificate of Final Fringe Benefit Costs

1. Final allocated benefit costs for combined e-classes are rounded to hundreds for projection purposes.
2. Wages for FY16 are based on updated estimates of projected FY15 wages and incremented for salary and grid increases and are rounded to the nearest hundred for projection purposes. The Sikuliaq R/V FY16 overtime and miscellaneous pay included in the fringe benefit forward pricing proposal are based on being at sea for 195 days (27.86 weeks).

Annual salary and/or grid increases are projected for eligible e-classes as follows:

- Classified, exempt and non-exempt staff (e-classes NR, XR, NX, XX) – 2.5%
- Temporary exempt and non-exempt staff (e-classes NT, XT) – 0%
- Executive employees (e-classes EX) – 0%
- Non-union faculty (e-classes FR, FN) – 2.0%
- UNAC faculty (e-class F9) – 2.0%
- UAFT faculty (e-classes AR, A9) – 2.0%
- Adjunct faculty (e-classes FT, FW) – 2.0%
- Local 6070 Union employees (e-classes CR, CT) – 1.9%

Step or other increases are projected for eligible e-classes as follows:

- The F9 e-class will receive a \$750 increase to their base salary. The AR/A9 e-classes will receive a \$900 distribution, which does not increase base salary. Local 6070 Union employees (e-classes CR, CT) will receive a step increase, calculated at 2.0% average.

3. Leave usage is projected using average rates calculated by e-class. Use of average rates is intended to smooth individual year usage fluctuations. A three year average was used for all e-classes using FY13 and FY14 actual leave usage combined with FY15 estimated leave usage. The leave usage projections were adjusted for changes to the leave program, which include changes to the Annual Leave Cash-in program, Personal Holiday Leave, faculty time off, and changes to the leave program as a result of changes to UA Policy and Regulation.

As of February 01, 2015, classified, non-exempt and exempt staff (NR, XR) employees at grade 80 or above, extended temporary (NX, XX) employees at grade 80 or above, Executive (EX) and non-represented 12-month faculty (FR) employees are no longer eligible for the Annual Leave Cash-in program. Effective July 01, 2015 the additional NR e-class Personal Holiday Leave day and the XR e-class Personal Holiday Leave day are going away. Employees in the UNAC faculty (e-class F9) and UAFT faculty (e-class A9) are eligible for fifteen days off during the nine month contract period as well as the twelve holidays listed in their collective bargaining agreements. Employees in the UAFT faculty (e-class AR) are eligible for annual leave. Non-union faculty in the FN e-class are eligible for three days of faculty time off, and twelve holiday days. As a result of changes to UA Policy and Regulation, Administrative Leave is being separated into two leave categories, personal safety leave and other administrative leave. For FY16 UA is conservatively projecting one day of personal safety leave for all employees. FY16 benefit recovery carryforwards are reflected as calculated in the FY14 Fringe Benefit Incurred Cost Report.

4. Beginning July 01, 2006, UA has two public employee retirement system (PERS) plans. The public employee retirement system defined benefit (PERS-DB) plan is restricted to eligible employees with an original hire date prior to July 1, 2006. Eligible employees hired on July 1, 2006 or later may enroll in the public employee retirement system defined contribution (PERS-DC) plan.

Effective July 01, 2015, the non-exempt and exempt staff (e-classes NR, XR) employees and Local 6070 Union employees (e-class CR) are no longer eligible to participate in ORP Tier 3 retirement plan unless they were grandfathered in from previous employment. New employees will be eligible for PERS-DC with Pension.

Effective July 01, 2007, the PERS-DC employer contribution amount per employee, must calculate to at least the PERS-DB rate. The calculated contribution beyond the PERS-DC rate is applied to the State of Alaska PERS-DB unfunded liability. The PERS-DB and PERS-DC rates are 22.00% and 6.90% respectively; rates are established or projected by the State of Alaska, Division of Retirement.

Effective July 01, 2007, in addition to the minimum employer contribution for the PERS-DC plan, the statute also established a minimum PERS base salary for the UA System requiring the total fiscal year PERS covered wages to meet the FY08 Base Salary. The FY16 PERS covered wages were lower than the FY08 Base Salary, therefore, an additional contribution is calculated at the PERS-DB contribution rate.

The FY16 projected employer contribution was calculated using a three year average for the applicable benefit eligible e-classes, and adjusted for FY15 position increases/(decreases), FY16 position reductions, and retirement plan design changes.

5. Beginning in July 01, 2006, UA has two teacher's retirement system (TRS) plans. The teacher's retirement system defined benefit (TRS-DB) plan is restricted to eligible employees with an original hire date prior to July 1, 2006. Eligible employees with an original hire date of July 1, 2006 or later may enroll in the teacher's retirement system defined contribution (TRS-DC) plan or the optional retirement plan, ORP-Tier 3. Effective July 01, 2007, the TRS-DC employer contribution amount per employee, must calculate to at least the TRS-DB rate. The calculated contribution beyond the TRS-DC rate is applied to the State of Alaska TRS-DB unfunded liability. The TRS-DB and TRS-DC rates are 12.56% and 9.04% respectively; rates are established or projected by the State of Alaska, Division of Retirement. The FY16 projected employer contribution was calculated using a three year average for the applicable benefit eligible e-classes, and adjusted for FY15 position increases/(decreases) and FY16 position reductions.
6. Effective July 01, 2006, UA has three separate optional retirement plans, ORP-Tier 1, ORP-Tier 2, and ORP-Tier 3. The ORP-Tier 1 plan is for eligible employees with an original hire date prior to July 1, 2005. The University Board of Regents established ORP-Tier 2, for eligible employees with an original hire date during FY06. The University Board of Regents also established a third optional retirement plan with an expanded employee eligibility criteria, ORP-Tier 3. It is available to all retirement eligible employees with an original hire date between July 1, 2006 and June 30, 2015. Effective July 01, 2015, non-exempt and exempt staff (e-classes NR, XR) employees and Local 6070 Union employees (e-class CR) can no longer elect to participate in ORP Tier 3 retirement plan unless they were grandfathered in from previous employment. The ORP-Tier 1 rate is 14.0%. The ORP-Tier 2 and ORP-Tier 3 rates are 12.0%. The FY16 projected employer contribution was calculated using a three year average for the applicable benefit eligible e-classes, and adjusted for FY15 position increases/(decreases), FY16 position reductions, and retirement plan design changes.
7. Pension costs are estimated at 7.65% of covered wages below \$42,000 for regular employees and \$118,500 for eligible adjunct faculty. Effective July 01, 2015, new employees electing PERS-DC and TRS-DC plans will be eligible for Pension. The FY14 staff benefit eligible earnings and Pension costs were adjusted to account for new employees hired on July 01, 2015 or later in the PERS-DC and TRS-DC retirement plans that will receive Pension as part of their retirement benefit. The adjusted staff benefit eligible earnings and Pension costs were used to arrive at an adjusted percentage of earnings subject to Pension. The adjusted percentage of earnings subject to Pension was then multiplied by the FY16 staff benefit wage base to calculate FY16 gross covered wages by e-class for Pension. The benefit rate is applied to the Pension covered wage base for each e-class in order to project the benefit cost.
8. The percentage of FY14 earnings subject to medicare benefits or social security benefits is multiplied by the staff benefit wage base to calculate covered wages for each respective benefit type by e-class.² Medicare costs are projected at 1.45% of covered wages for all

employees hired after April 1986. Social security is estimated at 6.2% of covered wages below \$118,500 for adjunct faculty and temporary e-classes. All new adjunct faculty will contribute to social security, not pension.

9. Health care costs are estimated at projected usage levels less projected recoveries. All benefit eligible e-classes pay for spouse/dependent health coverage if elected. The current plan offers employees some flexible benefit options and matches the employee contributions with current year costs. Projected health care costs net of cobra recoveries are allocated to health care eligible e-classes, NR, CR, XR, EX/FR/FN, F9, AR/A9 and NX/XX, based on projected plan participants, including Cobra, and excluding opt-outs. Employee and spouse/dependent recoveries are allocated to all projected health care eligible employees, including Cobra, and excluding opt-outs. Cobra recipients may use online wellness services; however, they are not eligible to receive the Wellness rebate.

UA is currently in the three month measurement period to monitor whether student and temporary employees, e-classes FT/FW, CT/GT/NT/ST/XT, and GN/SN, should be offered health care according to the Affordable Care Act (ACA). Early indicators show very few, if any, employees will meet the criteria to be offered health care through the UA Health Plan. Since there is no historical data from UA or other entities, it is unknown how many employees who are offered health care would choose to be on the UA Health Plan. Therefore, Health Care was not allocated to employees in the FT/FW, CT/GT/NT/ST/XT, and GN/SN e-classes.

10. Life insurance administrative costs are estimated at \$0.065/\$1,000 of the insured amount. Allocation to individual e-classes is based on the number of employee participants in each eligible e-class.
11. Long term disability insurance (LTD) costs are \$0.154 per \$100 of covered payroll. Benefits begin after a 90 day waiting period. LTD costs are allocated to e-classes prorata based on the staff benefit wage base.
12. Unemployment is projected using a four year average, excluding high year. Allocated to e-classes prorata based on the staff benefit wage base.
13. The FY16 Worker's Compensation claim costs were projected using a ten year average of actual claims costs. The premiums are projected based on pre-renewal meetings with each insurance vendor. Additional operational costs and professional fees are projected based on salary increments and trend percentages. Effective in FY16, Workers' Compensation is allocated based on employee headcount.
14. Tuition remission costs are projected at the FY15 estimated usage level and adjusted for increases or decreases in tuition rates for FY16. Employee (excluding adjunct) projected tuition remission costs are allocated to applicable e-class pools based on the number of eligible employees. Adjunct projected tuition remission costs are allocated to that specific e-class.
15. Consulting and other costs are projected at the level forecasted by the respective program director. Employee Assistance Program (EAP) costs are allocated to health care eligible employees. Consulting and other projected costs are allocated to all e-classes (except GN, SN) prorata based on the staff benefit wage base.
16. Labor relations costs are projected at the level forecasted by the Statewide Office of Labor and Employee Relations director and approved by the UA controller. They are allocated to the union e-classes prorata based on their staff benefit wage base.
17. Staff benefit recovery carryforwards are reflected as calculated in the FY14 Fringe Benefit Incurred Cost Report.

University of Alaska
FY16 Staff Benefits Rate Projection

Schedule 2

	E-Class	NR	CR Local 6070 Union	XR	EX, FN, FR Executives & Nonunion	F9 UNAC Union	AR, A9 UAFT Union	FT, FW Adjunct Faculty	CT, GT, NT, ST, XT Temporary & SS Student	NX,XX Extended Temporary	GN,SN Non-SS Student	TOTAL
		<u>Classified</u>	<u>Classified</u>	<u>APT Exempt</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>SS Student</u>	<u>Temporary</u>	<u>Student</u>	
FY16 Staff benefits wage base		66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400	13,833,300	369,273,700
Staff benefits:												
PERS		9,541,900	1,879,500	15,200,800	1,449,100	-	-	-	-	-	-	28,071,300
TRS		-	-	-	595,900	2,557,500	1,196,000	-	-	-	-	4,349,400
ORP-Tier 1		24,200	-	102,800	1,142,000	4,016,600	687,000	-	-	-	-	5,972,600
ORP-Tier 2 and Tier 3		2,850,700	603,900	3,857,800	1,624,900	4,955,200	1,343,900	-	-	-	-	15,236,400
UA pension plan		3,453,600	662,700	3,650,700	746,400	2,997,300	1,030,700	88,300	-	-	-	12,629,700
Medicare & Social Security		877,800	177,400	1,193,400	385,200	1,194,800	353,100	1,319,900	1,473,600	58,900	-	7,034,100
Health care		16,427,800	2,761,600	14,374,300	2,931,500	11,060,400	3,752,900	-	-	226,600	-	51,535,100
Life insurance		54,800	9,400	48,000	10,100	37,300	13,800	-	-	-	-	173,400
Long term disability		72,100	14,200	96,700	32,700	98,500	29,300	-	-	-	-	343,500
Unemployment		134,300	26,600	180,300	61,000	183,600	54,700	38,700	40,700	1,700	-	721,600
Workers' compensation		448,700	77,300	393,500	82,400	305,800	112,900	320,600	338,400	6,700	-	2,086,300
Tuition remission		504,700	87,000	442,700	92,600	344,000	127,000	209,000	-	-	-	1,807,000
Consulting/Other		145,300	27,900	179,900	57,200	176,200	54,100	32,600	34,200	1,900	-	709,300
Labor relations		-	36,400	-	-	251,400	74,900	53,100	-	-	-	415,800
Carryforward (over) under from FY14		(4,292,100)	(1,066,400)	(3,348,300)	(647,800)	(2,229,500)	(987,200)	(17,200)	(31,800)	(46,800)	-	(12,667,100)
		<u>30,243,800</u>	<u>5,297,500</u>	<u>36,372,600</u>	<u>8,563,200</u>	<u>25,949,100</u>	<u>7,843,100</u>	<u>2,045,000</u>	<u>1,855,100</u>	<u>249,000</u>	<u>-</u>	<u>118,418,400</u>
Benefit rates:												
PERS		14.42%	14.36%	17.12%	4.82%							28,071,300
TRS					1.98%	2.83%	4.44%					4,349,400
ORP-Tier 1		0.04%		0.12%	3.80%	4.44%	2.55%					5,972,600
ORP-Tier 2 and Tier 3		4.31%	4.61%	4.34%	5.41%	5.48%	4.99%					15,236,400
UA pension plan		5.22%	5.06%	4.11%	2.48%	3.31%	3.83%	0.46%				12,629,700
Medicare & Social Security		1.33%	1.36%	1.34%	1.28%	1.32%	1.31%	6.91%	7.34%	7.18%		7,034,100
Health care		24.83%	21.10%	16.19%	9.76%	12.23%	13.93%			27.62%		51,535,100
Life insurance		0.08%	0.07%	0.05%	0.03%	0.04%	0.05%					173,400
Long term disability		0.11%	0.11%	0.11%	0.11%	0.11%	0.11%					343,500
Unemployment		0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.21%		721,600
Workers' compensation		0.68%	0.59%	0.44%	0.27%	0.34%	0.42%	1.68%	1.69%	0.82%		2,086,300
Tuition remission		0.76%	0.66%	0.50%	0.31%	0.38%	0.47%	1.09%				1,807,000
Consulting/Other		0.22%	0.21%	0.20%	0.19%	0.19%	0.20%	0.17%	0.17%	0.23%		709,300
Labor relations			0.28%			0.28%	0.28%	0.28%				415,800
Carryforward (over) under from FY14		(6.49%)	(8.15%)	(3.77%)	(2.16%)	(2.47%)	(3.67%)	(0.09%)	(0.16%)	(5.70%)		(12,667,100)
		<u>45.71%</u>	<u>40.46%</u>	<u>40.95%</u>	<u>28.48%</u>	<u>28.68%</u>	<u>29.11%</u>	<u>10.70%</u>	<u>9.24%</u>	<u>30.36%</u>		<u>118,418,400</u>
FY16 Proposed staff benefit rates		<u>45.70%</u>	<u>40.50%</u>	<u>41.00%</u>	<u>28.50%</u>	<u>28.70%</u>	<u>29.10%</u>	<u>10.70%</u>	<u>9.20%</u>	<u>30.40%</u>		
FY15 Negotiated staff benefit rates		<u>43.00%</u>	<u>47.60%</u>	<u>38.80%</u>	<u>27.60%</u>	<u>27.50%</u>	<u>29.10%</u>	<u>9.60%</u>	<u>8.60%</u>	<u>22.80%</u>		
Increase/(decrease)		<u>2.70%</u>	<u>(7.10%)</u>	<u>2.20%</u>	<u>0.90%</u>	<u>1.20%</u>	<u>-</u>	<u>1.10%</u>	<u>0.60%</u>	<u>7.60%</u>		
Federal participation												
FY16 Federal wages & leave accrual		7,258,400	243,700	12,444,500	3,837,700	12,535,500	1,611,300	924,900	5,857,500	180,400	3,533,400	48,427,300
FY16 Staff benefit costs		3,317,100	98,700	5,102,200	1,093,700	3,597,700	468,900	99,000	538,900	54,800	-	14,371,000
FY16 Projected Federal participation		<u>10,575,500</u>	<u>342,400</u>	<u>17,546,700</u>	<u>4,931,400</u>	<u>16,133,200</u>	<u>2,080,200</u>	<u>1,023,900</u>	<u>6,396,400</u>	<u>235,200</u>	<u>3,533,400</u>	<u>62,798,300</u>

Immaterial variances due to rounding are ignored

E-Class	NR	CR Local 6070 Union	XR	EX, FR Executives & Nonunion	FN	F9 UNAC Union	AR, A9 UAFT Union	FT, FW	CT, GT, NT, ST, XT	NX,XX	GN,SN	
	<u>Classified</u>	<u>Classified</u>	<u>APT Exempt</u>	<u>Faculty (a)</u>	<u>Faculty (a)</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Adjunct Faculty</u>	<u>Temporary & SS Student</u>	<u>Extended Temporary</u>	<u>Non-SS Student</u>	<u>TOTAL</u>
Projected FY16 leave wage base	53,180,400	10,158,700	72,436,300	21,784,000	4,178,900	85,399,600	26,184,900	18,836,500	19,261,700	756,400	13,753,900	325,931,300
FY14 Actual leave usage rates:												
Annual leave	9.35%	9.63%	9.98%	9.30%			0.04%			6.43%		
Sick leave	5.51%	6.40%	4.92%	2.26%	1.45%	1.69%	1.06%			1.97%		
Holiday/Other leave	6.50%	6.22%	5.52%	5.34%						5.22%		
Total actual leave usage rate	21.36%	22.25%	20.42%	16.90%	1.45%	1.69%	1.10%	n/a	n/a	13.62%	n/a	
Average leave usage rates:												
Annual leave	9.36%	9.46%	9.96%	9.47%	n/a	n/a	n/a	n/a	n/a	6.27%	n/a	
Sick leave	5.70%	6.59%	4.98%	2.78%	1.06%	1.66%	1.17%	n/a	n/a	2.84%	n/a	
Holiday/Other leave	6.74%	6.19%	5.68%	5.37%	-	0.01%	0.04%	n/a	n/a	5.39%	n/a	
Total average leave rate	21.80%	22.24%	20.62%	17.62%	1.06%	1.67%	1.21%	n/a	n/a	14.50%	n/a	
FY16 Leave benefit projection												
Annual leave usage	4,977,700	961,000	7,214,700	2,062,900	-	-	-	-	-	47,400	-	15,263,700
FY16 Annual leave cash-in adjustment (b)	(4,100)	-	(86,100)	(32,800)						-		(123,000)
FY14 Carryforward under (over)	(71,600)	17,200	325,400	49,600						(59,000)		261,600
Annual leave projection	4,902,000	978,200	7,454,000	2,079,700	-	-	-	-	-	(11,600)	-	15,402,300
Sick leave usage	3,031,300	669,500	3,607,300	605,600	44,300	1,417,600	306,400	-	-	21,500	-	9,703,500
FY14 Carryforward under (over)	(278,500)	19,900	48,800	(176,200)	13,400	239,100	(74,200)	-	-	(10,200)		(217,900)
Sick leave projection	2,752,800	689,400	3,656,100	429,400	57,700	1,656,700	232,200	-	-	11,300	-	9,485,600
Holiday/Other leave usage	3,584,400	628,800	4,114,400	1,169,800	-	8,500	10,500	-	-	40,800	-	9,557,200
FY16 Personal holiday (b)	(256,900)		(355,600)									(612,500)
FY16 Faculty time off (b)					64,300	4,379,500	1,342,800					5,786,600
FY16 Faculty holiday (b)					257,200	5,255,400	1,611,400					7,124,000
FY16 Admin leave - personal safety lv taken (b)	204,500	39,100	278,600	83,800	21,400	437,900	134,300			2,900		1,202,500
FY14 Carryforward under (over)	(28,200)	4,500	(38,700)	4,400	-	-	-	-	-	(2,300)		(60,300)
Holiday/Other leave projection	3,503,800	672,400	3,998,700	1,258,000	342,900	10,081,300	3,099,000	-	-	41,400	-	22,997,500
Calculated leave benefit rates												
Annual	9.22%	9.63%	10.29%	9.55%								15,413,900
Sick	5.18%	6.79%	5.05%	1.97%	1.38%	1.94%	0.89%			1.49%		9,485,600
Holiday/Other	6.59%	6.62%	5.52%	5.77%	8.21%	11.80%	11.84%			5.47%		22,997,500
	20.99%	23.04%	20.86%	17.29%	9.59%	13.74%	12.73%			6.96%		47,897,000
FY16 Proposed leave benefit rates	21.00%	23.00%	20.90%	17.30%	9.60%	13.70%	12.70%			7.00%		
FY15 Negotiated rates	22.50%	21.80%	20.70%	15.60%	0.80%	1.40%	1.20%			19.90%		
Increase/(decrease)	(1.50%)	1.20%	0.20%	1.70%	8.80%	12.30%	11.50%			(12.90%)		
Federal participation												
FY14 Actual Federal participation	11.28%	1.95%	14.21%	7.17%	43.79%	12.91%	5.46%	4.91%	30.41%	22.29%	25.69%	
Projected FY16 Federal wages	5,998,700	198,100	10,293,200	1,561,900	1,829,900	11,025,100	1,429,700	924,900	5,857,500	168,600	3,533,400	42,821,000
Projected FY16 leave benefit costs	1,259,700	45,600	2,151,300	270,200	175,700	1,510,400	181,600	-	-	11,800	-	5,606,300
FY16 Proj Federal wages plus leave accrual	7,258,400	243,700	12,444,500	1,832,100	2,005,600	12,535,500	1,611,300	924,900	5,857,500	180,400	3,533,400	48,427,300
Immaterial variances due to rounding are ignored					3,837,700 (a)							

(a) E-classes EX and FR are eligible for annual leave, sick leave, & holiday leave. E-class FN is eligible for sick leave & holiday leave. The EX/FR and FN e-classes are separate for leave benefit rates, but are combined into pooled e-class EX/FR/FN for staff benefit

(b) See item 3 on Schedule 1 for leave plan design changes.

(c) NX, XX annual leave rate was projected to be (1.53)% in FY16 due to a decrease in leave wage base and headcount, and an over recovery from FY14. Since it is not reasonable to project a negative annual leave rate, zero percent will be projected.

E-Class	NR	CR Local 6070 Union	XR	EX, FR, FN Executives & Nonunion Faculty	F9 UNAC Union Faculty	AR, A9 UAFT Union Faculty	FT, FW Adjunct Faculty	CT, GT, NT, ST, XT Temporary & SS Student	NX, XX Extended Temporary	GN, SN Non-SS Student	TOTAL
	<u>Classified</u>	<u>Classified</u>	<u>APT Exempt</u>								
FY16 Projected staff benefits wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400	13,833,300	369,273,700
Number of eligible employees	1,335	230	1,171	245	910	336	954		20		5,201
PERS:											
PERS-DB cost (a)	4,825,332	1,075,548	10,681,925	1,234,967							17,817,772
PERS-DC cost (a)	3,306,504	526,155	2,272,517	-							6,105,176
Subtotal PERS DB & DC cost	8,131,836	1,601,703	12,954,442	1,234,967							23,922,948
PERS FY16 shortfall cost (b)	1,410,087	277,741	2,246,343	214,147							4,148,318
Total PERS cost	9,541,923	1,879,444	15,200,785	1,449,114							28,071,266
Use	9,541,900	1,879,500	15,200,800	1,449,100							28,071,300
PERS rate	14.42%	14.36%	17.12%	4.82%							
TRS:											
TRS-DB cost (a)				530,000	2,059,467	857,700					3,447,167
TRS-DC cost (a)				65,867	498,067	338,267					902,201
Total TRS cost				595,867	2,557,534	1,195,967					4,349,368
Use				595,900	2,557,500	1,196,000					4,349,400
TRS rate				1.98%	2.83%	4.44%					
ORP-Tier 1:											
ORP-Tier 1 cost (a)(c)	24,167		102,833	1,142,033	4,016,567	687,033					5,972,633
Use	24,200		102,800	1,142,000	4,016,600	687,000					5,972,600
ORP-Tier 1 rate	0.04%		0.12%	3.80%	4.44%	2.55%					
ORP-Tier 2 and Tier 3:											
ORP-Tier 2 cost (a)(c)	10,133		8,467	5,467	270,500	38,533					333,100
ORP-Tier 3 cost (a)	3,267,117	628,588	4,117,317	1,683,267	4,927,400	1,422,500					16,046,189
ORP forfeiture projection	(426,600)	(24,700)	(268,000)	(63,800)	(242,700)	(117,100)					(1,142,900)
Total ORP-Tier 2 and Tier 3 cost	2,850,650	603,888	3,857,784	1,624,934	4,955,200	1,343,933					15,236,389
Use	2,850,700	603,900	3,857,800	1,624,900	4,955,200	1,343,900					15,236,400
ORP-Tier 2 and Tier 3 rate	4.31%	4.61%	4.34%	5.41%	5.48%	4.99%					
UA pension plan:											
2015 Contribution rate	7.65%	7.65%	7.65%	7.65%	7.65%	7.65%	7.65%				
Percentage of wages covered (d)	73.50%	67.52%	55.70%	33.97%	44.95%	52.94%	6.05%				
Pension covered wage base	48,636,788	8,835,465	49,461,711	10,205,064	40,648,150	14,259,813	1,154,872				173,201,863
Pension contribution	3,720,714	675,913	3,783,821	780,687	3,109,583	1,090,876	88,348				13,249,942
Pension forfeitures	(267,100)	(13,200)	(133,100)	(34,300)	(112,300)	(60,200)					(620,200)
Pension cost	3,453,614	662,713	3,650,721	746,387	2,997,283	1,030,676	88,348				12,629,742
Use	3,453,600	662,700	3,650,700	746,400	2,997,300	1,030,700	88,300				12,629,700
Pension rate	5.22%	5.06%	4.11%	2.48%	3.31%	3.83%	0.46%				

E-Class	NR	CR Local 6070 Union	XR	EX, FR, FN Executives & Nonunion Faculty	F9 UNAC Union Faculty	AR, A9 UAFT Union Faculty	FT, FW Adjunct Faculty	CT, GT, NT, ST, XT Temporary & SS Student	NX, XX Extended Temporary	GN, SN Non-SS Student	TOTAL
	<u>Classified</u>	<u>Classified</u>	<u>APT Exempt</u>								
FY16 Projected staff benefits wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400	13,833,300	369,273,700
Number of eligible employees	1,335	230	1,171	245	910	336	954		20		5,201
Medicare/Social Security:											
2015 Contribution rate - Medicare	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%		
2015 Contribution rate - Social Security							6.20%	6.20%	6.20%		
Total contribution rate	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%	7.65%	7.65%	7.65%		
Percentage of wages covered by Medicare (d)	91.49%	93.48%	92.68%	88.42%	91.12%	90.42%	98.46%	96.75%	94.36%		
Percentage of wages covered by Social Security (d)							88.50%	95.82%	93.82%		
Medicare covered wage base	60,541,220	12,232,512	82,300,025	26,562,606	82,399,543	24,355,350	18,794,832	19,413,758	774,129		327,373,975
Social Security covered wage base							16,893,588	19,227,145	769,699		36,890,432
Medicare/Social Security cost	877,848	177,371	1,193,350	385,158	1,194,793	353,153	1,319,928	1,473,582	58,946		7,034,129
Use	877,800	177,400	1,193,400	385,200	1,194,800	353,100	1,319,900	1,473,600	58,900		7,034,100
Medicare/Social Security rate	1.33%	1.36%	1.34%	1.28%	1.32%	1.31%	6.91%	7.34%	7.18%		
Health care:											
Health care participating employees (e)	1,160	195	1,015	207	781	265			16		3,639
Health cost net of cobra health recovery (e)	19,690,309	3,310,009	17,229,022	3,513,703	13,257,009	4,498,217			271,590		61,769,859
Employee and dependent recovery (e)	(3,262,530)	(548,443)	(2,854,714)	(582,193)	(2,196,583)	(745,320)			(45,000)		(10,234,783)
Health cost net of Cobra and employee recovery	16,427,779	2,761,566	14,374,308	2,931,510	11,060,426	3,752,897			226,590		51,535,076
Use	16,427,800	2,761,600	14,374,300	2,931,500	11,060,400	3,752,900			226,600		51,535,100
Health care rate	24.83%	21.10%	16.19%	9.76%	12.23%	13.93%			27.62%		
Life insurance:											
Eligible employees base	1,335	230	1,171	245	910	336					4,227
Life insurance cost (f)	54,765	9,435	48,037	10,050	37,330	13,783					173,400
Use	54,800	9,400	48,000	10,100	37,300	13,800					173,400
Life insurance rate	0.08%	0.07%	0.05%	0.03%	0.04%	0.05%					
Long term disability											
Long term disability wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800					315,465,300
Long term disability (g)	72,053	14,249	96,692	32,710	98,466	29,330					343,500
Use	72,100	14,200	96,700	32,700	98,500	29,300					343,500
Long term disability rate	0.11%	0.11%	0.11%	0.11%	0.11%	0.11%					
Unemployment:											
Unemployment wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400		355,440,400
Unemployment cost (g)	134,341	26,566	180,278	60,989	183,587	54,684	38,753	40,737	1,665		721,600
Use	134,300	26,600	180,300	61,000	183,600	54,700	38,700	40,700	1,700		721,600
Unemployment rate	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.21%		
Workers' compensation:											
Workers' compensation head count	1,335	230	1,171	245	910	336	954	1,007	20		6,208
Workers' comp costs	448,649	77,295	393,534	82,336	305,820	112,918	320,607	338,419	6,721		2,086,300
Use	448,700	77,300	393,500	82,400	305,800	112,900	320,600	338,400	6,700		2,086,300
Workers' compensation rate	0.68%	0.59%	0.44%	0.27%	0.34%	0.42%	1.68%	1.69%	0.82%		

E-Class	NR	CR Local 6070 Union	XR	EX, FR, FN Executives & Nonunion	F9 UNAC Union	AR, A9 UAFT Union	FT, FW Adjunct Faculty	CT, GT, NT, ST, XT Temporary & SS Student	NX, XX Extended Temporary	GN, SN Non-SS Student	TOTAL
	<u>Classified</u>	<u>Classified</u>	<u>APT Exempt</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>	<u>Faculty</u>
FY16 Projected staff benefits wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400	13,833,300	369,273,700
Number of eligible employees	1,335	230	1,171	245	910	336	954		20		5,201
Tuition remission:											
Eligible employees base	1,335	230	1,171	245	910	336	954				5,181
Employee tuition remission cost (h)	504,691	86,951	442,692	92,621	344,022	127,023	209,000				1,807,000
Use	504,700	87,000	442,700	92,600	344,000	127,000	209,000				1,807,000
Tuition remission rate	0.76%	0.66%	0.50%	0.31%	0.38%	0.47%	1.09%				
Consulting/Other:											
Consulting/Other wage base	66,172,500	13,085,700	88,800,200	30,041,400	90,429,700	26,935,800	19,088,800	20,065,900	820,400		355,440,400
EAP eligible employee base	1,332	230	1,169	245	901	336			20		4,233
Employee Assistance Program costs (f)	32,411	5,597	28,445	5,961	21,924	8,176			486		103,000
Consulting cost (g)	112,873	22,321	151,470	51,243	154,250	45,946	32,561	34,227	1,399		606,290
Total Consulting/Other cost	145,284	27,918	179,915	57,204	176,174	54,122	32,561	34,227	1,885		709,290
Use	145,300	27,900	179,900	57,200	176,200	54,100	32,600	34,200	1,900		709,300
Consulting/Other rate	0.22%	0.21%	0.20%	0.19%	0.19%	0.20%	0.17%	0.17%	0.23%		
Labor relations:											
Labor relations wage base		13,085,700			90,429,700	26,935,800	19,088,800				149,540,000
Labor relations cost (g)		36,385			251,442	74,896	53,077				415,800
Use		36,400			251,400	74,900	53,100				415,800
Labor relations rate		0.28%			0.28%	0.28%	0.28%				
Staff benefit carryforward:											
FY14 Carryforward (over) under to liquidate in FY16	(4,292,100)	(1,066,400)	(3,348,300)	(647,800)	(2,229,500)	(987,200)	(17,200)	(31,800)	(46,800)		(12,667,100)
Carryforward (over) under rate	(6.49%)	(8.15%)	(3.77%)	(2.16%)	(2.47%)	(3.67%)	(0.09%)	(0.16%)	(5.70%)		

Immaterial variances due to rounding are ignored

- (a) PERS-DB, PERS-DC, TRS-DB, TRS-DC, ORP Tiers 1, 2 and 3 were projected using a three year average based on actual costs for each of the plans. Effective FY08, employer PERS & TRS defined contribution (DC) per employee, must calculate to at least the employer defined benefit (DB) rate. The calculated contribution beyond the DC rates is applied to the State of Alaska DB unfunded liability. The PERS-DC and TRS-DC FY16 costs include the DB unfunded liability, and adjustments for FY15 position increases/(decreases), FY16 position reductions, and FY16 plan design changes.
- (b) Effective FY08, if the current PERS wage base does not meet the FY08 wage base, UA must pay the difference in PERS costs. SWOCA has estimated the FY16 shortfall cost to be \$4.1 million. The PERS shortfall cost is allocated based on total PERS cost.
- (c) Historically e-classes NR, CR & XR are ineligible for ORP Tier 1 and Tier 2. An ORP Tier 1 rate will be projected for e-class XR for employees with grandfathered eligibility into the plan. An ORP Tier 2 rate will be projected for e-classes NR and XR for employees with grandfathered eligibility into the plan. An ORP Tier 1 and 2 rate will not be projected for the e-class CR.
- (d) Projected benefit covered wages for Pension, Medicare, and Social Security wages by applying the FY14 ratio of benefit eligible wages to FY14 staff benefit wages to the FY16 projected staff benefit wage base.
- (e) Projected health care costs are allocated net of Cobra recoveries based on projected health care participants, including Cobra, and excluding opt-outs. Wellness costs and employee and dependent recoveries are allocated based on projected health care eligible employees, including Cobra, and excluding opt-outs.
- (f) Allocated prorata based on eligible e-class headcount.
- (g) Allocated prorata based on eligible e-class staff benefit wage base.
- (h) Pooled e-classes FT/FW allocation based on projected tuition cost. Allocated remaining projected tuition costs for benefit eligible e-classes prorata based on headcount.

E-Class	NR	CR Local 6070 Union	XR	EX, FR Executives & Nonunion Faculty (a)	FN Nonunion Faculty (a)	F9 UNAC Union Faculty	AR, A9 UAFT Union Faculty	FT, FW Adjunct Faculty	CT, GT, NT, ST, XT Temporary & SS Student	NX,XX Extended Temporary	GN,SN Non-SS Student	TOTAL
Classified	Classified	APT Exempt										
SWOHR average projected headcount for FY15	1,427	237	1,250	194	61	960	353	954		20		5,456
UA position reduction estimate	(92)	(7)	(79)	(8)	(2)	(50)	(17)	-		-		(255)
FY16 projected average headcount	1,335	230	1,171	186	59	910	336	954		20		5,201
FY16 leave benefits wage base projection:												
FY14 leave benefit wage base (actuals)	57,513,800	9,875,700	74,875,200	23,414,700	3,828,700	88,361,500	27,703,000	18,814,200	19,077,000	1,008,400	14,478,200	338,950,400
Estimated FY15 leave wage base	55,455,600	10,071,400	75,440,400	23,205,200	4,246,500	88,323,100	26,969,800	18,467,100	19,236,200	738,000	13,753,900	335,907,200
Projected salary and/or grid increase (b)	1,386,400	191,400	1,886,000	161,000	84,900	1,766,500	539,400	369,400	12,300	18,400	-	6,415,700
Est FY16 grid/salary adjusted leave wage base	56,842,000	10,262,800	77,326,400	23,366,200	4,331,400	90,089,600	27,509,200	18,836,500	19,248,500	756,400	13,753,900	342,322,900
Estimate FY16 step or other leave wage base increase (c)	-	205,300	-	-	-	-	-	-	13,200	-	-	218,500
Subtotal FY16 leave wage base	56,842,000	10,468,100	77,326,400	23,366,200	4,331,400	90,089,600	27,509,200	18,836,500	19,261,700	756,400	13,753,900	342,541,400
Average leave wage of one employee (d)	39,800	44,200	61,900	120,400	71,000	93,800	77,900	19,700		37,800		
Projected FY16 position reduction (d)	(3,661,600)	(309,400)	(4,890,100)	(963,200)	(142,000)	(4,690,000)	(1,324,300)	-	-	-	-	(15,980,600)
Projected FY16 furlough	-	-	-	(619,000)	(10,500)	-	-	-	-	-	-	(629,500)
Projected FY16 leave wage base	53,180,400	10,158,700	72,436,300	21,784,000	4,178,900	85,399,600	26,184,900	18,836,500	19,261,700	756,400	13,753,900	325,931,300
FY16 staff benefits wage base projection:												
Projected FY16 leave wage base	53,180,400	10,158,700	72,436,300	21,784,000	4,178,900	85,399,600	26,184,900	18,836,500	19,261,700	756,400	13,753,900	325,931,300
FY14 leave benefit wage base (actuals)	57,513,800	9,875,700	74,875,200	23,414,700	3,828,700	88,361,500	27,703,000	18,814,200	19,077,000	1,008,400	14,478,200	338,950,400
Projected dollar change	(4,333,400)	283,000	(2,438,900)	(1,630,700)	350,200	(2,961,900)	(1,518,100)	22,300	184,700	(252,000)	(724,300)	(13,019,100)
Projected percentage change	(7.53%)	2.87%	(3.26%)	(6.96%)	9.15%	(3.35%)	(5.48%)	0.12%	0.97%	(24.99%)	(5.00%)	
Proposed leave rates	21.00%	23.00%	20.90%	17.30%	9.60%	13.70%	12.70%	0.00%	0.00%	7.00%	0.00%	
Subtotal leave accrual	11,167,900	2,336,500	15,139,200	3,768,600	401,200	11,699,700	3,325,500	-	-	52,900	-	47,891,500
Adjustments to leave accrual:												
Annual leave cash-in reclassification (e)	4,100	-	86,100	32,800	-	-	-	-	-	-	-	123,000
Personal holiday reclassification (e)	256,900	-	355,600	-	-	-	-	-	-	-	-	612,500
Faculty time off reclassification (e)	-	-	-	-	(64,300)	(4,379,500)	(1,342,800)	-	-	-	-	(5,786,600)
Faculty holiday reclassification (e)	-	-	-	-	(257,200)	(5,255,400)	(1,611,400)	-	-	-	-	(7,124,000)
*Admin Lv - Personal Safety Lv Taken" reclassification (e)	(204,500)	(39,100)	(278,600)	(83,800)	(21,400)	(437,900)	(134,300)	-	-	(2,900)	-	(1,202,500)
Subtotal adjustments to leave accrual	56,500	(39,100)	163,100	(51,000)	(342,900)	(10,072,800)	(3,088,500)	-	-	(2,900)	-	(13,377,600)
Adjusted leave accrual	11,224,400	2,297,400	15,302,300	3,717,600	58,300	1,626,900	237,000	-	-	50,000	-	34,513,900
Overtime pay (FY14 actual)	1,311,200	583,000	-	-	-	-	-	239,100	460,800	18,600	10,000	2,622,700
Overtime pay projection (f)	1,212,400	599,700	-	-	-	-	-	239,400	465,300	14,000	9,500	2,540,300
Estimated overtime pay Sikuliaq R/V (g)	343,900	-	-	-	-	-	-	-	197,800	-	-	541,700
FY16 estimated overtime pay projection	1,556,300	599,700	-	-	-	-	-	239,400	663,100	14,000	9,500	3,082,000
Miscellaneous pay (FY14 actual)	228,600	29,100	542,500	313,800	9,800	2,815,100	223,800	12,900	43,500	-	73,600	4,292,700
Miscellaneous pay projection (f)	211,400	29,900	524,800	291,900	10,700	2,720,700	211,500	12,900	43,900	-	69,900	4,127,600
Estimated miscellaneous pay F9s, AR/A9s (h)	-	-	-	-	-	682,500	302,400	-	-	-	-	984,900
Estimated miscellaneous pay Sikuliaq R/V (h)	-	-	536,800	-	-	-	-	-	97,200	-	-	634,000
FY16 est. miscellaneous pay projection	211,400	29,900	1,061,600	291,900	10,700	3,403,200	513,900	12,900	141,100	-	69,900	5,746,500
Projected FY16 staff benefits wage base	66,172,500	13,085,700	88,800,200	25,793,500	4,247,900	90,429,700	26,935,800	19,088,800	20,065,900	820,400	13,833,300	369,273,700

Immaterial variances due to rounding are ignored.

30,041,400 (a)

- (a) E-classes EX and FR are eligible for annual leave, sick leave, & holiday leave. E-class FN is eligible for sick leave & holiday leave. The EX, FR, and FN e-classes are separate for leave benefit rates, but are combined into pooled e-class EX/FR/FN for staff benefit rates.
- (b) Salary/grid increases are as follows: 2.5% for NR, XR, NX, XX; 0% for NT, XT; 0% for EX; 2.0% for FR, FN and F9; 2.0% for AR, A9; 2.0% for FT, FW; 1.9% for CR, CT; 0% for SN, ST; 0% for GN, GT.
- (c) A 2% step increase is being projected for e-classes CR, CT.
- (d) The "Average leave wage of one employee" is multiplied by the UA position reduction estimate to calculate an amount by which to reduce the FY16 leave benefit wage base.
- (e) The projected FY16 staff benefit wage base is increasing/(decreasing) in direct correlation to (decreases)/increases in the leave benefit wage base. An increase in leave usage will result in a corresponding decrease in wages paid. A decrease in leave usage will result in a corresponding increase in wages paid. See item 3 on Schedule 1 for the leave plan design changes.
- (f) Applied projected % change between FY14 and FY16 leave benefit wage bases to the FY14 Overtime and Miscellaneous Pay actuals.
- (g) The University took delivery of the Sikuliaq Research Vessel (R/V) in June 2014, therefore, an estimate of the FY16 overtime and miscellaneous pay for the Sikuliaq R/V is being incorporated in to the FY16 staff benefit wage base projection.
- (h) E-class F9 will receive a distribution of \$750. E-classes AR/A9 will receive a distribution of \$900.

**The University of Alaska
Certificate of Fringe Benefit Costs**

**(2 CFR § 200, Uniform Administrative Requirements, Cost Principles,
and Audit Requirements for Federal Awards (Uniform Guidance))**

This is to certify that to the best of my knowledge and belief:

1. I have reviewed the forward pricing fringe benefit cost proposal submitted herewith;
2. All costs included in the proposal dated June 24, 2015 to establish fixed with carry-forward fringe benefit cost rates for the period beginning July 1, 2015 through June 30, 2016 are allowable in accordance with the requirements of the Federal agreement(s) to which they apply and with the cost principles applicable to those agreements.
3. This proposal does not include any costs which are unallowable under applicable cost principles such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and
4. All costs included in this proposal are properly allocable to Federal agreements on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements.

I declare that the foregoing is true and correct.

The University of Alaska

Institution


Ashok K. Roy, Ph.D., CIA, CBA

Vice-President for Finance & Administration/Chief Financial Officer

Title

6/24/15
Date of Execution

The University of Alaska
Certificate of Final Fringe Benefit Costs
(FAR 52.242-4)

This is to certify that I have reviewed this proposal to establish final fringe benefit cost rates and to the best of my knowledge and belief:

1. All costs included in this proposal dated June 24, 2015 to establish final fringe benefit cost rates for July 1, 2015 through June 30, 2016 are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) and its supplements applicable to the contracts to which the final fringe benefit cost rates will apply, and
2. This proposal does not include any costs, which are unallowable under applicable cost principles of the FAR or its supplements.

The University of Alaska

Institution



Ashok K. Roy, Ph.D., CIA, CBA

Vice-President for Finance & Administration/Chief Financial Officer

Title

6/24/15

Date of Execution

MJD

Mary Gower
Director of Enrollment Services
Phone: (907) 450-8140
Fax: (907) 450-8141
Email: msgower@alaska.edu



UNIVERSITY
of ALASKA
Many Traditions One Alaska

Student & Enrollment Services
103 Butrovich Building
910 Yukon Drive
PO Box 755020
Fairbanks, AK 99775-5020

DATE: April 22, 2016

TO: Saichi Oba, AVP

CC: Lora Volden, UAA Registrar
Barbara Hegel, UAS Registrar
Michael Earnest, UAF Registrar

FROM: Mary Gower, Director of Enrollment Services *M Gower*

SUBJECT: University of Alaska Directory Information

The University of Alaska Student Services Council approved the inclusion of enrollment status* in April 2015; here is the implementation plan.

Enrollment status will be included on the attached official UA Directory Information List (last modified February 10, 2006). Adding enrollment status to the UA Directory List provides university staff the option to disclose this information for student insurance purposes, housing rental, auto discounts, and other purposes, when necessary, without student written consent.

* Enrollment status that can be reported is full time (FT), three-quarter time (QT), half time (HT), less than half time (LT) and includes the student's credit load.

UA DIRECTORY INFORMATION		
UAF	UAA	UAS
Name	Name	Name
Electronic mail addresses	Electronic mail addresses	Electronic mail addresses
Hometown – City, State	Hometown – City, State	Hometown – City, State
Weight and height of students on athletic teams	Weight and height of students on athletic teams	N/A
Dates of attendance at UAF	Dates of attendance at UAA	Dates of attendance at UAS
Program/Major field(s) of study	Program/Major field(s) of study	Program/Major field(s) of study
Degrees & Certificates received, including dates	Degrees & certificates received, including dates	Degrees & certificates received, including dates
Participation in officially recognized University activities	Participation in officially recognized University activities	Participation in officially recognized University activities
Academic and co-curricular honors, awards, and scholarships, including dates received	Academic and co-curricular honors, awards, and scholarships, including dates received	Academic and co-curricular honors, awards, and scholarships, including dates received
Enrollment status - full time (FT), three-quarter time (QT), half time (HT), less than half time (LT) and includes the student's credit load.	Enrollment status - full time (FT), three-quarter time (QT), half time (HT), less than half time (LT) and includes the student's credit load.	Enrollment status - full time (FT), three-quarter time (QT), half time (HT), less than half time (LT) and includes the student's credit load.

James R. Johnsen, Ed.D.

President

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Phone: (907) 450-8000; Fax: (907) 450-8012
Email: ua.president@alaska.edu
www.alaska.edu



MEMORANDUM

DATE: April 15, 2016

TO: Board of Regents
Coalition of Student Leaders
System Governance Council

FROM: James Johnsen, President *James R. Johnsen*

RE: Amended Tuition Adjustment Notice AY2017;
Tuition Adjustment Notice AY2018

The State of Alaska is grappling with serious budgetary decisions that could negatively impact UA's budget. As a consequence, reducing costs and increasing all revenues including tuition will be even more important as we continue to demonstrate quality in teaching, service and research.

Depending on the university's final general fund FY17 appropriation, I will request that the Regents amend AY2017's already approved tuition rates to help offset the general fund shortfall. I will propose the amended rates begin Spring 2017.

In addition, seeing the likelihood that state support will continue to decrease in 2018, I also propose an increase to tuition for the Academic Year 2018 (Fall 2017 and Spring 2018).

This upcoming academic year will see an expansion of the programmatic tuition surcharge for Management and Engineering programs at both UAA and UAF. The details of the surcharge amount and those it will affect will come from the respective programs.

In addition, I have received final recommendations from the Tuition Task Force that met for the past several months. I will include the following in the AY2018 tuition proposal to achieve consistency across the system.

- PWSC and KOC should move to the same lower division tuition rate as all other UA campuses within two academic years.

- UA campuses should assess the resident rate of tuition to students enrolled in eLearning courses - regardless of their state of residency.
- The non-resident surcharge should be the same for both graduate and undergraduate levels and that the undergraduate non-resident rate be used.

I am well aware of a situation that has vexed university leaders for several years. UA's 4-year tuition rates are competitive and even low compared to our peers while tuition for programs at our community and technical campuses is among the highest in the nation. To that end, we are working on a strategy to offer some relief to students enrolled in vocational / technical programs at the community campuses, while at the same time providing revenue to meet university obligations. Given the general fund shortfall UA will likely see this year I am not confident we can afford such an approach at this time. However, I remain committed to such a course because I believe it is a big piece of the puzzle in our work to increase Alaska's college-going rate.

In keeping with recent practice to provide the greatest opportunity for the UA community to engage in an open and transparent dialog, I will offer my final recommendation to the Board of Regents for amending AY2017 rates and propose rates for AY2018 no later than September 2016 - in time for consultation with our students prior to a decision at the November 10-11 BOR meeting.

Thank you.

JRJ

cc: Tom Case, UAA Chancellor
Rick Caulfield, UAS Chancellor
Mike Powers, UAF Interim Chancellor
Morgan Dufseth, System Governance Executive Officer



UNIVERSITY
of ALASKA
Many Traditions One Alaska

To: James Johnsen, President

From: Ardith Lynch, Interim Chief Human Resources Officer

A handwritten signature in black ink, appearing to read 'Ardith Lynch'.

Date: April 11, 2016

Re: Proposed regulation on telework

Attached for your review and approval is a new regulation regarding telework.

Approximately five years ago, a group composed of Risk Services, OIT and Human resources staff and leadership developed documents including a draft regulation and a telecommuting agreement, which incorporated guidelines for selecting employees who are suitable candidates for telework, protecting confidential information, avoiding liability exposure, etc. The telework agreement has been in use, but the proposed regulation was not adopted at that time.

A draft telework regulation was circulated to campus HR leadership in December 2015 and subsequently discussed by the Summit Team on January 12, 2016. A revised version of the draft regulation was sent to Governance on January 25, 2016. I received verbal input from the Statewide Administration Assembly and written input from one employee and have made some revisions to the draft based on that input.

The final version of the proposed regulation is attached for your review and approval.

I approve and cause to be promulgated the attached University Regulation R04.01.050.6 regarding telework. This regulation is effective July 1, 2016.

A handwritten signature in black ink, appearing to read 'James R. Johnsen'.

James R. Johnsen, President

4.22.2016

Date

cc: Brandi Berg, Board of Regents Executive Officer
Chancellors
General Counsel

R. _____ [new number]. Telework

This regulation applies to work outside of the primary university-provided workplace during scheduled work hours for one or more days a week on a regular basis. This regulation does not apply to faculty who are on sabbatical or other approved leave, or to faculty who, consistent with their approved workload, are physically present to teach in the university setting and to maintain reasonable office hours at the primary university-provided workplace.

A. Telework is an arrangement in which the university permits an employee to work during scheduled work hours at an alternate location that is remote from the primary university-provided workplace. Under this arrangement, the employee maintains close contact with his/her supervisor and coworkers through various forms of communication technology and fulfills all performance expectations.

1. Telework arrangements are at the discretion of the university and require written approval as follows.
 - a. All arrangements for telework require approval of the supervisor and the department dean/director, in consultation with appropriate Human Resources personnel.
 - b. For regular faculty, an arrangement for telework must be reflected in the faculty member's workload. The university reserves the right to modify the nature of the workload in a manner consistent with the applicable collective bargaining agreement.
 - c. An arrangement for work to be performed outside the State of Alaska requires a written telework agreement and advance written approval of the supervisor, the department dean/director, the regional human resources office, the chancellor, and the statewide human resources office. Approval by the dean/director confirms that the department or program has identified and budgeted for taxes, insurance, and administrative costs associated with the work activity outside of Alaska.
2. Requirements for approval of a telework arrangement include the following:
 - a. The nature of the work shall be such that face-to-face direction or interaction with others is minimal or may be scheduled to permit teleworking. Tasks that benefit from uninterrupted work time are suitable for telework, such as writing, editing, reading, analysis, design work, and computer programming.
 - b. Telework must be compatible with the operational and customer service needs of the department or program.
 - c. The overall impact of the employee's total time out of the university-provided workplace must not adversely affect the mission of the department or program.
 - d. Taxes, insurance, and administrative costs incurred to maintain an employee who works outside of the state of Alaska must be identified and budgeted by the department or program. Statewide Human Resources will charge the department or program for all fees associated with the work activity outside of Alaska.
 - e. Telework must not subject confidential records to unauthorized disclosure.

- f. The need for specialized material or equipment must either be minimal or flexible.
- g. Telework must not adversely affect customer service delivery or employee productivity.
- h. The employee must have excellent productivity and work habits, including the ability to be self motivated and have minimal face to face daily supervision, and must maintain the expected quantity and quality of work while teleworking. A telework agreement may include provisions to ensure that all performance expectations are met.
- i. The employee must be able and willing to provide an adequate and safe work space that is free of distractions.

B. Telework Requests.

- 1. An employee who desires to work at a location other than the primary university-provided workplace shall submit a written request to their supervisor for consideration.
- 2. An employee with a disability who desires a telework arrangement as a reasonable accommodation under the Americans with Disabilities Act shall submit a request to the affirmative action officer in accordance with University Regulation 04.02.033.

C. Work hours and Scheduling

- 1. The employee shall be reachable by telephone, fax, pager, or e-mail during scheduled work hours.
- 2. The employee shall be on-site at their department or program to attend required meetings and training sessions, and to perform work as requested by the supervisor.
- 3. Overtime work for a non-exempt employee must be pre-approved in writing by the supervisor. An employee who works overtime without advance written approval is subject to discipline.
- 4. The employee shall obtain supervisory approval before taking leave in accordance with university policy. The university, as a public agency, has policies and practices established pursuant to principles of public accountability under which certain employees accrue annual leave and sick leave and may be placed on leave without pay for absences when accrued leave is not used.

D. Telework Location and Safety

- 1. The employee shall maintain an appropriate alternate work place. The university is not responsible for any costs associated with setup of a home office or the tax, insurance and other legal implications for the business use of an employee's home. The responsibility for understanding and fulfilling all such obligations shall rest

4. An employee who engages in telework authorizes the university to take possession of any work related documents or equipment and to copy the entire contents of any storage device, media or backup equipment or service that has been used to generate or store university related records. The University shall follow the procedures applicable to University-owned equipment in Regents' Policy and University Regulation 02.07.
- G. Geographic differentials will not be paid if the employee's telework location is not in the same geographic area as the university-provided workplace or if the employee's university-provided workplace is in a location for which a geographic differential does not apply.
- H. The employee will be responsible for payment of all transportation and subsistence expenses for travel between the telework location and the university-provided workplace, except as otherwise specified in a written telework agreement approved by the department dean/director and the regional human resources office. Travel at university expense must comply with R05.02.060.
- I. Employees shall make arrangements for dependent care while teleworking. Telework is not an alternative means for an employee to fulfill dependent care obligations.
- J. Telework arrangements are granted on a temporary and revocable basis. The university may suspend or terminate telework arrangements at any time for any reason or no reason and require the employee to report to the primary work location upon written notice, not to exceed ninety (90) days. The university's decision to grant, deny, or terminate a telework arrangement is not subject to university grievance policies.
- K. If this regulation conflicts with an applicable collective bargaining agreement, the provisions of the bargaining unit agreement shall take precedence over this regulation.

solely with the employee.

2. The university may inspect the alternate workplace.
3. The employee shall immediately report to the supervisor any job related injuries.
4. The university is not responsible for injury to any other person or to property arising out of the use of or activities in the alternate workplace. The employee shall not hold business visits or meetings at an alternate workplace. The employee shall hold the university harmless for injuries to others or damage to property at the alternate workplace.
5. In case of injury, theft, loss, or tort liability, the employee shall grant the university unlimited access to investigate and to inspect the alternate workplace.

E. Equipment

1. Unless the university agrees otherwise, employees who are approved for a telework arrangement will provide their own internet and telephone connections and associated equipment, and appropriate office furnishings. Employees are responsible for maintenance and repair of such equipment. The university is not liable for loss, damage, or wear to employee-owned equipment.
2. Supervisors may approve use of university computers and other equipment on a case-by-case basis. The employee shall not use, or allow others to use, university equipment for purposes other than university business.
3. All equipment, records and materials provided by the university remain the property of the university and shall be immediately returned to the university upon request.

F. Information Security

1. Employees shall comply with all laws, rules and procedures applicable to University employment, including Regents Policy and University Regulation 02.06, and shall safeguard all information that has not been disseminated to the public, including confidential records and proprietary university information that is accessible from their alternate work location.
2. Employees shall ensure that appropriate security mechanisms are present and enabled on university owned equipment, as well as on employee-owned equipment if used for University business, and shall ensure that security updates are maintained on such equipment.
3. The employee shall return all papers, computer files, and other records to the university at the end of the assignment or upon request.