

# APT COUNCIL

## Agenda

Thursday, March 6<sup>th</sup>, 2008  
ADM 204  
10:30 p.m. – 12:00 p.m.  
1-800-893-8850  
Pass Code: 7730925  
(For Members outside of Anchorage only)

- I. Call to Order
- II. Introduction of Members and Guests

|                               |                  |
|-------------------------------|------------------|
| Dave Smith, President*        | Sandy Gravley    |
| Jim Cummings, Vice President* | Joyce Colajezzi* |
| Suzanne Browner**             | Mel Kalkowski**  |
| Marie Brunner                 | Russell Pressley |
| John Gregoire                 | Steve Shiell     |
| Bob Kizer*                    | Julia Martinez   |
| Carol Swartz                  | Karol Weatherby  |

\* University Assembly Rep    \*\* University Assembly Rep Alternate
- III. Approval of Agenda (pg. 1)
- IV. Approval of Summary (pg. 2-4)
- V. Reports
  - A. President- Dave Smith
  - B. Staff Alliance- Dave Smith
  - C. University Assembly- Dave Smith
  - D. Academic and Research Managers- Karol Weatherby
  - E. UAA Faculty and Staff Association- Bob Kizer
  - F. Safety Committee- Mel Kalkowski
- VI. Old Business
  - A. Employee Community Service- Dave Smith
  - B. Staff Development Day  
[http://www.uaa.alaska.edu/governance/upload/SDDReview08\\_Recommendations.pdf](http://www.uaa.alaska.edu/governance/upload/SDDReview08_Recommendations.pdf)
- VII. New Business
  - A. Students goal attainment – Gary Rice
  - B. Chancellor's Awards for Excellence- Jim Mullen (pg.5-6)
- VIII. Information Items
  - A. Next APT Council meeting: April 3<sup>rd</sup>, 2008
- IX. Adjourn

# APT COUNCIL

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## Summary

Thursday, February 7<sup>th</sup>, 2008  
ADM 226  
10:30 p.m. – 12:00 p.m.  
1-800-893-8850  
Pass Code: 7730925  
(For Members outside of Anchorage only)

I. Call to Order

II. Introduction of Members and Guests

|   |                               |   |                  |
|---|-------------------------------|---|------------------|
| X | Dave Smith, President*        |   | Sandy Gravley    |
| X | Jim Cummings, Vice President* | X | Joyce Colajezzi* |
| X | Suzanne Browner**             | X | Mel Kalkowski**  |
|   | Marie Brunner                 | X | Russell Pressley |
|   | John Gregoire                 |   | Steve Shiell     |
| X | Bob Kizer*                    | X | Julia Martinez   |
| X | Carol Swartz                  | X | Karol Weatherby  |

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III. Approval of Agenda (pg. 1)

Approved

IV. Approval of Summary (pg. 2-4)

Approved

V. Reports

A. President- Dave Smith

B. Staff Alliance- Dave Smith

- No new news on the benefits front, every thing seems to be on hold.
- Staff Alliance has planned a trip to Juneau Feb 27-28: some of Staff Alliance's members will attend legislative session events and meet with legislators to advocate on behalf of UAA.
- Skillsofts has been approved to be extended on for future use.
- A child daycare survey is being passed around. Concerns: Juneau has no daycare available. Unlike Juneau and Fairbanks, UAA has a really good child care program. If questions about the survey, contact Megan Carlson [anmac3@uaa.alaska.edu](mailto:anmac3@uaa.alaska.edu).
- Statewide External Review:  
The business Council, made out of statewide executives and the vice chancellors of the administrative services for each MAU, is meeting on March 5<sup>th</sup>.

- Tenth Annual Staff makes students count award for outstanding servers to University of Alaska students. Prizes are given to each MAU.

#### C. University Assembly- Dave Smith

Staff Development Day will be maintained. Jim Cummings, Megan Carlson, Kim Stanford, Bob McDonnell, Becky Jackson, and Melodee Monson are on the committee to review Staff Development Day at UAA. The committee met with Chancellor Ulmer. They decided they did not want to eliminate Staff development day but to change it.

#### D. Academic and Research Managers- Karol Weatherby

Meeting with Bill Spindle, Mike Driscoll and Fran Ulmer. Chancellor Ulmer encouraged the group to contact the legislators. Mike Driscoll talked about the accreditation that is coming up in 2010. Bill Spindle gave Parking updates. Parking fees will increase. Decision to change the shuttle system in order to make it more accommodating for students.

#### E. UAA Faculty and Staff Association- Bob Kizer

Letters were sent to encourage people to contact their legislators to support university budget.

#### F. Safety Committee- Mel Kalkowski

### VI. Old Business

#### A. Employee Community Service- Dave Smith

Mike Humphrey has offered his help, more information next meeting.

### VII. New Business

#### A. Carbon reduction planning- Margaret King (pg. 5-6)

- Sustainability in the Curriculum

Educational efforts to introduce Sustainability into the classroom

- UAA/USUAA Recycling Partnership

Demands have grown. Students can no longer take care of recycling. Need professional management.

- Sustainability Coordinators Network

Policies are being developed to allow faculty and staff to select office time during the year to concentrate on Sustainability work. CTC will be used as a pilot initiative.

- Developing Our Carbon Baseline

Draft for Carbon reduction baseline is due in May.

- Planning for Sustainable Operations

- Sustainability Communications Campaign

- If questions, contact Margaret King [anmjk@uaa.alaska.edu](mailto:anmjk@uaa.alaska.edu) or John Dede [anjgd@uaa.alaska.edu](mailto:anjgd@uaa.alaska.edu)

- What can we do? Ideas of how we can make a difference.

New copier contract in July. New and better equipment that will fit the Sustainability project.

Green purchasing

Letters are now being e-mailed to students instead of mailed.

Degree Audits will become electronic

Important to educate people.

Campaigns will promote behavioral changes.

Important to commit and to be consistent.

Reduce and reuse is more effective than recycling.

Timesheet should come under an electronic form on Banner.

Power point presentation by Mel Kalkowski on what CTC is doing  
In approaching a Sustainability policy. The power point presentation can be found on the  
Governance website, by clicking on the Sustainability link, under additional items on the  
right side bar.

<http://www.uaa.alaska.edu/governance/>

Next meeting: John Dede will be our guest for updates.

B. Current leave cutoff limits and procedures- Mel Kalkowski

University Annual leave's concerns:

Confusing system, not fair for employees in some cases.

Ideas: Two week buy back, combine sick and annual leave.

VIII. Information Items

A. Next APT Council meeting: March 6<sup>th</sup>, 2008

IX. Adjourn

For next agenda:

- Jim Mullen from HR will be invited.
- Staff development day's concerns. Some departments from other MAU cannot afford to travel to Anchorage on that day. How to make it more accessible to Community Campuses?
- Awards process updates

Adjourned @ 11:59

## **Overview of Proposed New Chancellor's Awards for Excellence Program**

February 13, 2008

### **Why change the current program?**

UAA has many outstanding faculty and administrative staff in each of our major academic and administrative units, and community campuses, that deserve recognition from the University leadership and community. The Chancellor's Awards for Excellence have, as currently structured, provided a vehicle for recognizing a few of these superb performers, both individuals and groups at UAA. The Chancellor and Chancellor's Cabinet would like to do two things: revise the Chancellor's Award structure to ensure the recognition of outstanding performers from every academic and administrative unit in UAA and streamline the nomination process to encourage greater participation.

### **How will the new Program be different?**

There will be many more awards and recipients than in the past. The program, as envisioned, will allow each major academic unit and administrative unit and community campus to nominate, review and select faculty and staff within its own unit. This program would have the distinct advantage of directly allowing people who know the work quality, reputation, and character of nominees- their most direct peers, to participate and decide who should be recognized.

### **Why change the timing for the Chancellor's Awards from late spring to Convocation in August?**

Including the recognition program to the August convocation program would allow for a more formal and higher profile recognition of the award recipients in a traditional academic setting.

### **What are defined as major academic units and major administrative units?**

The major academic units are defined as those units having deans: CHSW, COE, CBPP, CAS, CTC, SOE, Consortium Library, and the University Honors College.

The major administrative units are those represented on cabinet: Administrative Services, Student Affairs, University Advancement, and Academic Affairs (including all major academic units).

### **How will it work?**

There will be three major categories: Outstanding Faculty Awards, Outstanding Staff Awards, and MAU Outstanding Contribution Awards.

#### Outstanding Faculty Awards

Each major academic unit at UAA and each Community campus will form a committee to accept nominations from its membership to select one faculty member for Chancellor's Awards in each of three areas: Research (research active tripartite and bipartite faculty are eligible), Teaching, and Service.

### Outstanding Staff Awards

Each major administrative unit at UAA and each Community campus will form a committee to accept nominations from its membership to select staff members for Chancellor's Awards in each of two areas: Outstanding Service to the Campus, and Outstanding Service to Students.

### MAU Outstanding Contribution Awards

The Chancellor's office will constitute a committee to accept nominations from the entire UAA campus and Community campuses membership to select recipients for Chancellor Awards for Individual Contribution to Diversity, Individual Contribution to Sustainability, Small Team (Less than 20 members) Contribution to UAA Success, and Large Team (21 or more members) Contribution to UAA Success.

What will be the schedule of activities?

Two options are available once these award winners are selected:

Option 1: All Outstanding Faculty, Staff and Contribution Award winners are recognized at Convocation in August. The University longevity awards for ten years of service or more would also be awarded at Convocation, five year service awards would be recognized at smaller unit level programs.

Option 2: Same as above with the addition of a MAU-level winner for each of the Faculty and Staff categories (chosen by the Chancellor committee from the major unit winners).

### **What Happens Next?**

By March 15

Governance groups review proposed program and provide feedback to HR. Final version approved by Cabinet and Chancellor.

By April 15

Listed academic units, community campuses, the Chancellor's cabinet, and administrative units will form committees to announce, accept, and consider nominations for the new Chancellor Awards

By May 15

Committees meet to consider and decide award recipients

Individual academic units may announce and recognize award recipients at the end of the Spring 08 semester.

Chancellor's office will recognize award recipients as part of Fall 2008 Convocation ceremonies.