

UAA Assembly

Agenda

Thursday, December 8, 2005
1:00 - 3:30 p.m.
ADM 204
Access Number 1-800-519-1987
Meeting Number *1526331*
(for members outside of Anchorage only)

I. Call to Order

II. Introduction of Members

	() President - Kim Stanford	() Vice President - Jan Vandever	
APT	Classified	Faculty	USUAA
() Debbie Dickey	() Megan Carlson	() Kerri Morris	() Anthony Rivas
() Jennifer Jones	() Rebecca Jackson	() Greg Protasel	() Damjan Jutric
() Barbara Markley	() Cheryl Page	() Suresh Srivastava	() Natalia Korshin
() Bob Kizer	() Tania Rowe	() Suzanne Strisik	() Danny Pace
() Bobbie Weber			() Luke Thomas

Guests: Pete Kelly, Cyndi Spear, Will Jacobs

III. Approval of Agenda (pg. 1-2)

IV. Approval of Meeting Summary – November 10, 2005 (pg. 3-6)

V. President's Report (pg. 7)

VI. Administrative Reports

- A. Chancellor Maimon – Not Available
- B. Interim Provost Gehler
- C. Vice Chancellor of Administrative Services Ejigu - Not Available
Cyndi Spear will present Administrative Services report
- D. Vice Chancellor of Advancement Lindbeck
- E. Vice Chancellor for Student Services Lazzell
- F. Vice Chancellor for Community Partnerships Carter-Chapman

VII. Governance Reports

- A. System Governance Council
- B. Faculty Alliance/Faculty Senate
- C. Staff Alliance/APT Council/Classified Council (pg. 8-10)
- D. Coalition of Students/Union of Students
- E. Alumni Association

VIII. Old Business

- A. Strategic Planning Focus Group Update – Jan Vandever
- IX. New Business
 - A. UPD/Emergency Notification System – Chief Pittman
- X. Information/Attachments
 - A. BOR December Agenda
 - <http://info.alaska.edu/bor/agendas/2005/051207agenda.html>
 - B. Provost Search Committee
 - <http://edit.uaa.alaska.edu/provostsearch>
 - C. Integrated Science Building editorial (attached)
- XI. Adjourn

UAA Assembly Summary

Thursday, November 10, 2005
1:00 – 3:30 p.m.
Adm 204
Access Number 1-800-519-1987
Meeting Number *1526331*
(for members outside of Anchorage only)

XII. Call to Order

XIII. Introduction of Members and Guests

	(*) President - Kim Stanford	(*) Vice President - Jan Vandever	
APT	Classified	Faculty	USUAA
(*) Debbie Dickey	(*) Megan Carlson	() Kerri Morris	() Anthony Rivas
() Jennifer Jones	(*) Rebecca Jackson	(*) Greg Protasel	() Damjan Jutric
(*) Suzanne Browner for Barbara Markley	() Cheryl Page	(*) Suresh Srivastava	() Natalia Korshin
(*) Joyce Colajezzi for Bob Kizer	(*) Tania Rowe	() Suzanne Strisik	() Danny Pace
(*) Bobbie Weber			(*) Luke Thomas

Guests: Pete Kelly, Cyndi Spear, Will Jacobs

XIV. Approval of Agenda (p. 1-2) Approved unanimously.

XV. Approval of Meeting Summary – October 13, 2005 (p. 3-5) Approved unanimously.

XVI. President's Report

Governance staffing: Coordinator search is near completion. Hillary Comeaux is no longer with UAA. The search for that position is being deferred until the coordinator position is filled.

Wellness Program: The \$100 rebate in health payroll deductions for participation in the Wellness survey is scheduled to be deposited before the end of December. Employees who pay less than \$100 in health payroll deductions per paycheck will have their rebate spread out over several paychecks.

Staff Tuition Waiver: Statewide is evaluating the staff tuition waiver benefit to ensure the program is administered properly. There are concerns about employees who regularly register and drop courses without completing them. Statewide does not intend to eliminate the benefit.

XVII. Administrative Reports

A. Chancellor Maimon

B. Interim Provost Gehler

C. Vice Chancellor of Administrative Services Ejigu

Athletics: Men's and women's cross country teams have qualified for NCAA championship games.

Operational Review: President Hamilton and his executive staff met with the Chancellor and her cabinet to review UAA's status and progress on performance metrics. Many metrics, including enrollment, retention, and university generated revenue, have been met or exceeded.

FY07 Budget: The BOR approved Operating Budget request includes \$47 million (M) increase over existing base. The bulk is dedicated to contractually obligated salaries and benefits. \$10 M is available for program enhancement. The \$230 M Capital Budget request includes \$55 M for the remainder of the Integrated Science Building project, and \$98 for significant repair and upkeep of facilities. \$2.4 M is set aside for roof repair, which will cover 3 major buildings. The first priority is the old library structure.

D. Vice Chancellor of Advancement Lindbeck

E. Vice Chancellor for Student Services Lazzell (written report p. 6-7)

Spring Registration: 11/7 was the first day of spring registration. 5,000 students registered that day, which is about a third of the total UAA students. A number of GER sections filled and closed that first day. Enrollment Services is doing everything it can to make the registration process run smoothly.

F. Vice Chancellor for Community Partnerships Carter-Chapman

XVIII. Governance Reports

A. System Governance Council

B. Faculty Alliance/Faculty Senate

Academic Plan: Faculty Senate is conducting small discussion groups this month for their members to review the academic plan.

Faculty Senate conducted a successful distance education roundtable in November. An all-faculty assembly on distance education will be held on February 10th.

Student evaluation instrument: Faculty Senate is working on changing the student evaluation instrument. A timetable and process for replacement of the current system are being discussed. The pilot is planned to continue this fall, with hopes to replace the old system in Spring 2006.

Faculty Senate is moving forward on faculty evaluation of administrators. Most details still need to be worked out.

C. Staff Alliance/APT Council/Classified Council (written report p. 8-9)

D. Student Network/Student Government

Elections for Student Assembly are scheduled for the week of November 14th. Student assembly is struggling to remain full.

USUAA is planning a legislative luncheon on November 15th. So far, three legislators have been confirmed. If ten cannot be confirmed, they may postpone the date.

E. Alumni Association

XIX. New Business

Budget Update

Gebe reported on recent budget actions. CAS, COE, and SOE are all projecting serious deficits for this fiscal year. Hiring freezes, postponed searches, and critical analysis of expenses are all being used to address this issue. In addition, President Hamilton has been briefed on some possible root causes for these deficits. Large expansion in programs such as nursing and engineering greatly increased the demand for GERs, without increasing the funds CAS receives to provide these courses.

PBAC reallocated money from other units to cover part of the deficits from FY05 for the affected units, but the remainder was carried forward. In past years, units have not had to carry forward negative balances, but this has changed to encourage better budget management.

As part of the discussion, Gebe mentioned a recent article in the *Chronicle on Higher Education* on higher education funding. (See chart below.)

Average State and Student Support per Full Time Equivalent Student FY05

	State Support per FTE Student	Student Support per FTE Student	Total per FTE Student
National Average	9,700	4,600	14,300
Alaska	8,600	3,400	12,000
Difference	1,100	1,200	2,300

Facilities Update- Cyndi Spear

Interviews are in progress to select a design team for the Integrated Science Building.

The Capital Budget request includes a normal safety and code package; a package for work on existing facilities (including the Cuddy Center, CAS, the dental lab, a community campus science lab renewal, and improvements to the ERA facility, which is not currently up to code); and a new facilities package, which will include the Integrated Science Facility and two community campus projects. The next step is to see which pieces in the capital budget make the governor's budget request to the legislature.

UAA is participating in a Tudor corridor traffic calming project and discussions about a Bragaw extension. The Bragaw extension is limited by building restrictions on the wetlands that surround the U-Med district.

Advocacy Update- Pete Kelly

Pete passed out information on UA's budget request. He encourages contacting the governor and legislators about our needs. The governor is still preparing his request for the legislature, so contacting him is a priority now. Budget items that are not in the governor's request are usually not approved by the legislature. After the governor's request, advocacy should shift its focus to the legislature. Keep in mind that the state has more revenue due to higher oil prices, but this is an election year, so the appearance of fiscal discipline will be important to legislators.

Anyone with comments or suggestions is invited to contact Pete at petekelly@alaska.edu.

Academic and Strategic Planning- Will Jacobs

UAA is beginning work on a 2006-2011 strategic plan. The goal is for the process to be participatory and consultative, incorporating views and suggestions from internal and external stakeholders. The finished plan should provide a coherent framework into which all the other plans (academic plan, enrollment management plan, facilities master plan) can fit.

Internal focus groups will begin soon, and the document is scheduled to be complete and ready for public comment and community discussion in late March or early April. The plan should be through the review process and ready for adoption and implementation on May 1, 2006.

Assembly will hold a special focused session in January to contribute discussion on "vision" for the strategic plan. The meeting date is TBD.

XX. Old Business

Provost Search

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

The Provost Search Committee will begin reviewing applicants on November 11th. Initial confidential interviews will begin in early December.

XXI. Adjourn

ASSEMBLY PRESIDENT'S REPORT
DECEMBER 2005
Prepared by Kim Stanford

- Attended: Provost Search Committee meetings, Governance Coordinator Search Committee meetings.
- Attended the UAA Leadership Breakfast series
- Attended BOR the morning of Wednesday, December 7th.
- Governance Leaders had their regular meeting.
- Governance Office Staffing Update:
We have had a long, hard search for a new Governance Coordinator since Anissa's departure. We started with a failed search, then some great candidates in the second search attempt but they got away from us. We are in the process of our third attempt and also had some good candidates for interview. Hopefully we will have a successful resolution soon.

APT Council Report (From December 1, 2005 Meeting)

Reports

- A. President – Updated council on distribution of UAA’s portion of the performance based budgeting outcome for this year and Chancellor Maimon’s meeting with the Anchorage Legislative Caucus.
- B. Staff Alliance – Update council on the outlook of UA’s request for legislative funding, the wellness initiative including the health risk assessment survey, potential changes in the employee education benefit and a review of the Ad Hoc Committee on Accountability and Sustainability (ACAS) to determine what was accomplished and what more could be done.
- C. University Assembly – Suzanne Browner reported on the November 10th University Assembly Meeting.
- D. Diversity Action Council - <http://www.uaa.alaska.edu/diversity/actioncouncil/>
Received written report from the APT’s Diversity Action Council representative outlining the availability of a Diversity Resource Guide, base funding for the year, funded requests and the announcement of the availability of a Student Diversity award.
- E. Systems Governance Council – Meeting in Fairbanks on December 14th
- F. University Facilities Board – Updated council on draft energy policy presentation, signage request by the bookstore and announced an upcoming December meeting on room naming requests.

Old Business

- A. Staff Council Concept – Informed council that we had responded to the Classified Council’s request in writing to form a unified Staff Alliance per the discussion and consideration that was had at the two previous APT Council meetings.

New Business

- A. New Emergency Notification System – UPD Police Chief Dale Pittman announced the implementation of a new Emergency Notification System.
- B. Conciliation Services - <http://www.uaa.alaska.edu/diversity/conciliation/> Encouraged APT Council Member to review the information on the website and announce to colleagues the new Conciliation Services offered by the Office of Diversity and Compliance
- C. Hamilton Legislative Letter – Encouraged members, per President Hamilton’s legislative letter, to contact their legislator to support the University’s 2007 budget request.
- D. Retirement Program Costs (Jim Johnsen Letter) – Presented a recent memo from Jim Johnsen regarding rising retirement program costs and potential actions including a New Optional Retirement Program available to all benefits eligible university employees

Information Items

- A. Governance Office Staffing - The governance office is now trying to fill two positions (the Governance Coordinator and the Administrative Clerk).
- B. Community Campaign – Encouraged members to participate.
- C. Board of Regents Meeting - Anchorage – December 7th and 8th

- D. Green & Gold Fridays - <http://www.uaa.alaska.edu/greenandgold/> - Encouraged participation.
- E. Items or Speakers of Interest? – Requested members to identify topics or speakers of interest to attend APT Council meetings to present or discuss.
- F. UAA Assembly Meeting – December 8th: Reminded council members that sit on the Assembly to attend and participate. Requested and appointed a replacement to the UAA Assembly for an APT Council member who is resigning from the council due to conflicts.
- G. Integrated Science Building - ADN Editorial – Highlighted favorable editorial in recent edition of the newspaper.

CLASSIFIED COUNCIL REPORT TO UAA ASSEMBLY

DECEMBER 2005

Prepared by Kim Stanford

- Classified Council met on December 1, 2005 (regular meeting)
- Ad Hoc Events Committee: (Cheryl Wright, Tania Rowe, Jennifer Greene) Chili feed is set for December 16th in the South Cafeteria. The committee will be making preparations for a food & clothing drive for the month of December, possibly going into January. We will not be doing a Socks N Sandwiches event this year, as it is felt we can benefit more people through the drive.
- Staff Training Ad Hoc Committee: Becky Jackson reported on progress made by the Staff Training Ad Hoc Committee. Members met with HRS to discuss plans for improving staff training options at UAA. In addition, Becky will serve on the Staff Development Day Workshop Committee.
- UPD/Emergency Notification System: Chief Dale Pittman presented to the Council on the new mass emergency notification system that UAA has invested in. The system is tied to a national notification network and provides for simultaneous notification to key groups or as a mass notification.
- Distributed Copier Services: Joe Howell from General Support Services provided information to the Council regarding Distributed Copier Services (DCS) at UAA, including contract requirements. Joe answered many questions from the group and agreed that communications to the UAA community could be improved.
- Information Items included: Governance Office staffing update, BOR December agenda, Provost Search, Integrated Science Building Editorial, Sick Leave donations, GSS/Mailroom rates for Fed Ex (employees get University rate for sending personal packages).

STAFF ALLIANCE REPORT TO UAA ASSEMBLY

DECEMBER 2005

Prepared by Kim Stanford

No Staff Alliance report is available, as the group next meets on December 13, 2005. Information will be included in January report to Assembly.