

Classified Council

Agenda

Thursday, May 4, 2006

8:30 – 10:00 a.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 and Guests

2005-2006 Members:

Kim Stanford, President	Forrest Schroeder-Einwiller	Megan Carlson
Rebecca Jackson, Vice President	Gabriella Leong	Megan Zimplemann
Heidi King, Secretary	Jennifer Greene	Melodee Monson
Audrey Jo Foster	Jennifer Myrick	Michelle Bearden
Cheryl Page	Kathryn Smith	Sandra Barclay
Cheryl Wright	Kim Heidemann	Sherry Trumpower
Debbie Linn	Kristin Warren	Tania Rowe
Vacant	Lois Hall	Tara Koeckritz

- III. Approval of Agenda (pg. 1-2)
- IV. Phone System – Rich Whitney
- V. Approval of Summary – April 6, 2006 (pg. 3-8)
- VI. Reports
 - A. President (pg. 9)
 - B. Staff Alliance (pg. 10)
 - C. University Assembly (pg. 11)
 - D. Diversity Action Council
 - E. Campus Safety Committee
 - F. Sustainability
 - G. Ad Hoc Events Committee
 - H. Summer Event
- VII. Public Comments
- VIII. Old Business
 - A. Staff Development Day
 - B. Benefits
 - C. PBAC Update
 - D. Legislative Update
 - E. FY07 Parking
- IX. New Business
 - A. Election of Officers

2006-2007 Members:

Brenda Henderson	Kim Heidemann	Robin Inman
Cheryl Page	Kim Stanford	Sandra Barclay
Craig Mead	Lois Hall	Sharon Ray
Debbie Linn	Marilyn Borell	Susan Hviid
Forrest Schroeder-Einwiller	Megan Carlson	Tara Koeckritz
Jennifer Greene	Megan Zimplemann	Timea Webster
Jennifer Myrick	Melodee Monson	Wendy Withrow
Kathryn Smith	Rebecca Jackson	Xiomara Owens

X. Information Items and Adjournment

A. 2006 – 2007 New Membership List & Meeting Schedule

Classified Council

Summary

Thursday, April 6, 2006
 8:30 – 10:00 a.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 and Guests

X	Kim Stanford, President		Forrest Schroeder-Einwiller	X	Megan Carlson
X	Rebecca Jackson, Vice President		Gabriella Leong	X	Megan Zimplemann
	Heidi King, Secretary		Jennifer Greene	X	Melodee Monson
	Audrey Jo Foster		Jennifer Myrick		Michelle Bearden
	Cheryl Page	X	Kathryn Smith	X	Sandra Barclay
	Cheryl Wright	X	Kim Heidemann	X	Sherry Trumpower
X	Debbie Linn	X	Kristin Warren	X	Tania Rowe
	Vacant	X	Lois Hall	X	Tara Koeckritz

III. Approval of Agenda (pg. 1)

Approved.

IV. Approval of Summary – March 2, 2006 (pg. 2-7)

Approved.

V. Reports

A. President (pg. 8) – Clarification on Hooding Ceremony, will be done on separate day.

B. Staff Alliance (pg. 9)

C. University Assembly (pg. 10)

D. Diversity Action Council – Tara Koeckritz

Planning on bringing up Dr. Arredondo, President of American Counseling Association. She did a campus-wide evaluation on Diversity, impact on faculty, staff, students, Chancellor. Planning on having her do an update. Tentative date set for May 4-5. Focus group sessions set up with her. Have a draft of agenda, which has not been approved yet.

E. Campus Safety Committee – Kim Heidemann

Talked about notification system; why it appeared to not work for snow day. Notification went out about 7:00 a.m. Re-designing traffic pattern for CAS lot.

F. Sustainability – Kathy Smith

- Working on recycling.
- Developing a web site. May have a logo design contest and get students involved.
- Trying to have sustainability awards that the Chancellor can give out.

Learning Experiences Committee – Lois Hall

- Ordered several DVDs – Bioneers (14 DVDs), Future of Foods. In Library Video center to check out.
- April 20th, 11:00-12:30 Library 307. Dr. Raymond Anthony Philosophy class sustainability presentation. Moose's Tooth donation for Pizza.
- Terry Pauls working with students that are interested in sustainability.
- Looking at doing survey. Having Deans talk to departments to see who wants to participate.

Footprint Committee – Kim Stanford

- Did not attend last meeting.
- Clean up day April 20, will plant a tree to honor Earth Day.
- Look at getting money from Chancellor's strategic fund to test biodiesel fuels and blends. The truck will have Sustainability Council on the side of it. The Committee endorsed it. We will help them apply for money.
- Terry Trigliano, testing smart use for energy in office space. Will try to tie into Earth Day.
- Jessica asked students to come to next meeting, talking about having an exchange shop somewhere on campus where we can bring in used items like clothing to exchange.
- Meet again April 14.

G. Ad Hoc Events Committee – Cheryl Wright

- Committee has gone away; she doesn't have time to work on a Spring Event.
- Lois said it would be a good event to help with Spring cleanup.

VI. Public Comments

VII. Old Business

A. Staff Development Day – Workshops

- Becky Jackson handed out Staff Development Day spreadsheet of workshops May 10th, Staff Development Day is when grades are due. E-mailed Gub about this. Talked to Greg Protasel and Bob about this. Some faculty and staff can't participate. Want to find out what would happen if we extend grade deadline for one day.
- Marilyn Borrell in CAS talked to Mary Howard, who said it would be okay if grades were delayed by a day. Kim thought having administration actually put out information that it was officially extended so people could participate, might be better.
- Grayed areas on workshop list sent in proposals and confirmed, other ones are waiting.
- We meet again this afternoon. Most of this should be confirmed. We do have a few blanks.
- Working on Excel training.

Suggestions:

- Wendy Redmann, Advocacy, how the legislature is set up. Or Pete Kelly.
- Carpenters did what's new in tools and supplies.
- Mike Smith, ask about Master Plan.
- Heidi McWhorter might know some people that can present. Asking for help with closing ceremony.

B. Community Campaign

John Dede and Xio Owens would like to change how we do the Community Campaign. Would like to be more out in the community and have more of a presence. Day of Caring done presently. Might look at as a group doing a volunteer activity like help in the community, fix up a house for example.

C. Elections

Call for nominations will be going out today. For positions that are open, those interested in returning:

Kim Stanford
Kim Heidemann
Lois Hall
Melodee Monson
Sherry Trumpower

Those not wanting to return:

Cheryl Wright
Kristin Warren
Tara Koeckritz

Those not heard from (Governance to contact to see if they want to run again):

Gabriella Leong
Audrey Jo Foster

Checking with Forrest Schroeder-Einwiller and Michelle Bearden to see if they want to continue for next year. They have not been attending meetings.

Close nominations Friday 14th – people get bios in by 18th – following Tuesday. Voting close Tuesday 25th. Contact everyone by Friday, meeting following Thursday May 4th.

Bios – Kim suggested, in elections, sometimes required to submit bio. Don't need to have on ballot, but can have a link on governance web site so people to find out information for people to get information about nominations.

Would like to have members here for next meeting for elections.

VIII. New Business

A. Legislative Update / Staff Alliance Retreat

- Kim Stanford in Juneau last few days, meeting with Legislators. Went well.
- BOR request for \$43 million, Governor's request for \$38 million.
- House Finance Subcommittee came out at \$32 million. They pulled all utility increases out of UA - \$2.5 million.
- Senate Finance Subcommittee met Monday, Senator Stedman came out with \$27 million. It did not pass at \$27 million.
- Kim Stanford urged Council members to contact legislators to let them know what is going on with budget and ask them to take action.
- Send an e-mail from your personal e-mail account, give them a call from home, let them know you support the numbers represented from UAA.
- \$32 million will not cover basic fixed costs. BOR said \$33.5 for salary, retirement and benefits. We may look at staff and faculty position lay offs.

- Capital budget – they are not talking about it yet. Maybe start next week. Most are saying Integrated Science Building will happen. We want this to be a cash deal, not borrow money. UAA as a whole has 45 million in deferred maintenance, code compliance and renewal. If they don't get the full funding, the science building is probably what won't get funded.
- Staff Alliance Meeting – approved draft alliance legislation, will send to System Governance Council. Jim said anything involved in working conditions would not be included because of union issues. Made sure we are consistent on response times.
- Mike Humphrey called to talk about benefits rates for next year. He expects benefits rates to go down. Expenses grew slowly this year. Employee dependent charges should go down, deluxe plan go down 40%. Standard plan 50% decrease. Economy 70-80% decrease.
- Pharmacy program – went out for bid, moving to Pharamacare. New card, separate for pharmacy use, in effect July 1.
- Claims Processing – staying with blue cross.
- Supplemental Life Insurance – may go down.
- Voter Registration – Need to talk about among staff. Students do this. Need to get staff to do this. Talk about it in September. Need to look and see how many Senators are up. Track how many people we do register.
- Health Fair – Providence tomorrow and Saturday 8 – 1 p.m. Checked with Jan Parden in HR, Gail in HR contacted Providence to let them know we wanted to promote this with our employees. Gail said she confirmed that employees can submit a claim for services that should be covered under preventative benefits. Get a receipt. Have them code as preventative benefits.
- Becky Jackson - Premera – when you look at EOBs and calling in Premera, if you don't think you are getting accurate information, ask to talk to a supervisor.
- Fairbanks is working on their own wellness program. We wanted to have Mike Humphrey do a workshop on their wellness program.
- Telephone system replacement – PBX replace with voice over IP, Monday April 3. Cable and equipment audits in April – June. Deployment will start in July. Will also upgrade Eagle River possibly in FY 08. Question from Lois Hall; are we going to have to buy new units, and what is it going to cost us individually by departments?
- President Hamilton, to recite poetry 1:00 at campus bookstore.

- May Meeting – Agenda Items:
Elections
Phone System
Mike Humphrey – re: Benefits
- April 17 – May 16 – Open Enrollment for Benefits.
- PBAC – next Friday start unit presentations. We won't know how much money we have until legislature is done. Strategic opportunity funds information is out – came out last week. Campus wide e-mail from Denise Burger. Due on April 14th.

IX. Information Items and Adjournment

- A. Provost & Vice Chancellor for Academic Affairs – Dr. Mike Driscoll
Starting July 1. He may come up sooner to work on transition.
- B. Chancellor's Awards
<http://www.uaa.alaska.edu/humanresources/events/Chancellors-Awards.cfm>
Coming up tomorrow morning, 9:00 a.m.

REPORTS TO CLASSIFIED COUNCIL, MAY 2006

Prepared by Kim Stanford

PRESIDENT'S REPORT

- **PBAC**
Planning Budget Advisory Council (PBAC) met April 27, 28, and May 1 for unit budget presentations. Of course, there are a lot of needs and likely not enough funding from the legislature to go around. Once the operating budget is finalized by the legislature and UA divides it up among the three MAUs, PBAC will meet again (hopefully mid-May) to work with what we receive to present the Chancellor with a recommendation.
The Strategic Opportunity Fund proposals are in and the PBAC subcommittee will be reviewing them over the next week and make their recommendations.
- **PROVOST AND VICE CHANCELLOR FOR ACADEMIC AFFAIRS**
Attended a reception for Dr. Mike Driscoll and his wife Becky hosted by Elaine and Mort Maimon on April 21st. This was an opportunity for the search committee to have some casual discussion with Dr. Driscoll. The committee will continue in advisory capacity to Dr. Driscoll during his transition.
- **FACULTY ASSOCIATION**
The Faculty Association only has a few more meetings left this academic year. I am encouraged by their openness to including a staff representative at these meetings and hope we can continue to build our relationship with and support of this group next year.
- **OFFICE OF DIVERSITY AND COMPLIANCE**
As previously announced, Chairita Franklin has left UAA, her administrative assistant also left the Office. UAA administrators decided to bring a consultant in this area to campus to talk to various groups and governance leaders to discuss our needs in this area as we work to organize and staff the office effectively. Bob Kizer, APT President, and myself were invited to a lunch meeting with Dr. Arradondo on May 5th.
- Classified Council officers attended regular meeting with Vice Chancellor Ejigu

STAFF ALLIANCE REPORT

Staff Alliance has not met since the last report

- **GOVERNANCE REGULATION**

The proposed Governance Regulation has not yet been passed. I was notified just days before the document was to appear before System Governance Council that some members of SW Administration did not support the changes. I have requested more specific information as to their concerns, and expressed my frustration regarding the fact that Jim Johnsen and others have been included in this process, yet for two years we only get a response when we move to approve the document. President Hamilton has apparently stated that he expects this to be resolved soon.

UAA ASSEMBLY

UAA Assembly met April 13th

- Updates from Administrators
- Will Jacobs would like to present to Assembly at our May meeting regarding an update to the Strategic Planning process.
- Legislative update provided by Pete Kelly
- Faculty Senate reported concerns regarding transferability of GERs within the UA system, particularly at UAF. This is primarily due to different GER systems at the MAUs.
- Rich Whitney presented on the IP Telephony Project which will include an upgrade to UAA's campus networks, replace PBX telephone system with voice over IP system.
- Larry Foster provided a Speaker's Bureau update. UAA Assembly passed a motion in support of the work that has been done on this project and urging implementation of the Speaker's Bureau or a similar program. The motion has been forwarded to Chancellor Maimon.
- Bob Kizer/APT Council noted that there are concerns related to the coordination of the pharmacy care program transfer. More information will be asked of Mike Humphrey at SW Benefits.
- USUAA held elections in the days before Assembly – results not available. Eleven students are scheduled for thirty meetings with legislators the following week.
- The Alumni Association also has two members going to Juneau with the students. Chris Hall, representing Alumni Association at Assembly, has asked if future participation by audioconference would be acceptable when needed.
- Discussion was held regarding when the student representatives to Assembly for next year would be selected—this will take place the first few weeks of fall semester.
- A motion was passed to hold UAA Assembly officer elections in September so that we can have fuller participation, including our student representatives. Kim Stanford will continue as Assembly president until elections are held.