

# Classified Council Agenda

Thursday, December 7, 2006  
8:30 – 10:00 a.m.  
LIB 302  
Access Number 1-800-893-8850  
Meeting Number 7730925

I. Call to Order

II. Introduction of Members and Guests

<input type="checkbox"/>	Kim Stanford, President	<input type="checkbox"/>	Lois Hall
<input type="checkbox"/>	Melodee Monson, Vice President	<input type="checkbox"/>	Lindsey Callender
<input type="checkbox"/>	Brenda Henderson, Secretary	<input type="checkbox"/>	Marilyn Borell
<input type="checkbox"/>	Cheryl Page	<input type="checkbox"/>	Megan Carlson
<input type="checkbox"/>	Craig Mead	<input type="checkbox"/>	Megan Zimplemann
<input type="checkbox"/>	Debbie Linn	<input type="checkbox"/>	Rebecca Jackson
<input type="checkbox"/>	Gabriella Leong	<input type="checkbox"/>	Robin Inman
<input type="checkbox"/>	Jennifer Howell	<input type="checkbox"/>	Sandra Barclay
<input type="checkbox"/>	Jennifer Myrick	<input type="checkbox"/>	Susan Hviid
<input type="checkbox"/>	Judi Spry	<input type="checkbox"/>	Timea Webster
<input type="checkbox"/>	Kathryn Smith	<input type="checkbox"/>	Sherry Trumpower
<input type="checkbox"/>	Kim Heidemann	<input type="checkbox"/>	Xiomara Owens

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

IV. Approval of Summary – November, 2, 2006 (pg. 3-5)

V. Reports

- A. President
- B. Staff Alliance
- C. UAA Assembly
- D. Diversity Action Council
- E. Campus Safety Committee
- F. Sustainability

VI. Old Business

- A. Service Events
  - ❖ Food Drive (December)
  - ❖ Clothing Drive (Spring)

VII. New Business

- A. WIN for Alaska

VIII. Information Items

[www.uaa.alaska.edu/governance/upload/Holiday\\_Leave\\_from\\_Chancellor.pdf](http://www.uaa.alaska.edu/governance/upload/Holiday_Leave_from_Chancellor.pdf)

IX. Adjourn

REPORTS TO CLASSIFIED COUNCIL, DECEMBER 2006  
Prepared by Kim Stanford

PRESIDENT'S REPORT

- **PBAC**  
Planning Budget Advisory Council (PBAC) met Friday, December 1<sup>st</sup> and basically reviewed the current status of the FY08 capital and operating requests and initial thoughts on the upcoming 2007 Strategic Opportunity Fund and FY08 UAA budgeting process.
- **FACULTY ASSOCIATION**  
Continue to attend regular meetings of the UAA Faculty Association. Plans are to meet with some of the newly elected legislators from Anchorage.
- **HR DIRECTOR**  
Attended reception for Jan Parten on November 9<sup>th</sup>. At this time, Jim Mullen has been selected for a term appointment as Director of HRS at UAA. Two Associate HR Directors positions are also being created (to be filled by current HR employees).

STAFF ALLIANCE REPORT

- Staff Alliance met November 14<sup>th</sup> (regular meeting)  
  
I was unable to attend this meeting, but will provide an update as soon as the minutes are available.

UAA ASSEMBLY

- UAA Assembly met November 9<sup>th</sup> (regular meeting)
- **STRATEGIC PLANNING**  
A discussion session was held on November 16<sup>th</sup> between UAA Assembly members and Will Jacobs. The discussion focused on the UAA Vision and Mission, as well as review of the Priorities from the Interim Strategic Guidance.
- **STUDENT EVENT/INFO POSTING**  
Sam Abney brought up concerns related to making advertising for student events more effective and consistent. Policies/procedures may not be clear and may not address the needs. Discussion related to this will take place initially outside of Assembly (Kim Stanford will coordinate to bring the relevant people together).
- **WELLNESS PROGRAM REPORT**  
Mike Humphrey reported that RFP process is complete for a Wellness Program Coordinator and an offer has been made to WIN Alaska (January 1 start).
- **PAPERLESS PROCESS AT UAA**  
Discussion began regarding use of paperless processes at UAA. What are some primary areas where there is not yet a paperless process that may be a good area to focus on/encourage change to a paperless system? Many ideas were brought up. We will encourage feedback from the various constituent groups and follow-up with deans/directors to see what is being worked on.

# Classified Council Summary

Thursday, November 2, 2006  
8:30 – 10:00 a.m.  
ADM 204  
Access Number 1-800-893-8850  
Meeting Number 7730925

I. Call to Order

II. Introduction of Members and Guests

X	Kim Stanford, President	X	Lindsey Callender
e	Melodee Monson, Vice President	X	Marilyn Borell
X	Brenda Henderson, Secretary	X	Megan Carlson
	Cheryl Page	X	Megan Zimplemann
X	Craig Mead	X	Rebecca Jackson
X	Debbie Linn	X	Robin Inman
	Gabriella Leong	X	Sandra Barclay
X	Jennifer Howell	X	Susan Hviid
X	Jennifer Myrick	X	Timea Webster
X	Kathryn Smith	X	Wendy Withrow
X	Kim Heidemann	X	Xiomara Owens
X	Lois Hall	X	Sherry Trumpower

III. Approval of Agenda (pg. 1-3)  
Approved with changes

IV. Approval of Summary – October 5, 2006 (pg. 4-7)  
Approved with changes

V. Reports

A. President

- o See attached
- o USUAA resolutions were submitted to Faculty Senate last May and were tabled for discussion in the fall to Assembly as it is a more appropriate venue for discussion of these issues
- o Electronic voting system changes being made for online voting including addition of CC and APT to the voting system to try it next year - If five hours or less, cost will be considered part of regular ITS staff workload
- o Footprint subcommittee discussed having Shred Alaska come to campus for everyone to dispose of shred; also discussion on Bike Club issues
- o Issues coming up regarding units recognizing employee five year awards instead of recognition during Chancellor's Awards, and there are still concerns as far as consistency and appropriate recognition

- B. Staff Alliance  
See attached
- C. UAA Assembly  
See attached
- D. Diversity Action Council  
No information yet on selection of Representative
- E. Campus Safety Committee  
No report; next meeting is December 1, 9-10am
- F. Sustainability
  - o Meets November 17<sup>th</sup>
  - o Overall goal is reducing carbon and knowing what your carbon footprint is; include individual, as well as University carbon footprints so you know how to reduce carbon footprint
  - o Discussion about holding student lead and carbon reduction fair
  - o Discussion about putting something up at Staff Development Day

VI. Old Business  
None

VII. New Business

Mike Humphrey – Wellness update

- o Just completed year two, health risk assessment
- o Over 2800 – 3000 people submitted HRAs; about 2/3 completed online, 1/3 paper copy
- o Will get tabulated results back from Summex shortly and will set a date for the \$100 rebate after UA gets the results
- o UA HRS has been out in Alaska business community requesting proposals for a Wellness Program Coordinator Company and will make an announcement shortly
- o Letters going out early November to all University employees regarding Pharmacare program options such as costs of generic vs. brand name, what medications are right for you, costs of mail order prescriptions vs. pharmacy pick up
- o Vendors are making campus visits more frequently to educate employees on effective retirement planning techniques and options
- o UAA Health Care Plan cost continues to increase; expect cost changes at open enrollment time; will continue to update everyone as information comes in

Community Campaign

- o UBAY is up and running; let people know
- o Looking at more options for fundraising and welcome your ideas
- o Chancellor's Lunch Nov. 8, to thank \$1000 campaign donors
- o Chili Dog fundraiser on Nov. 8, 11:30 – 1pm in PSB
- o To submit donations contact Xio Owens

#### Socks and Sandwiches or other event

- Coordinate with APT to put together a community service project, delivering items such as “socks and sandwiches” to a charitable organization – we need to start on a project now
- Last year Classified Council did a clothing drive and divided the clothing among three charitable organizations
- Check with organizations to us and idea on what would be the best choice of what to collect to provide for their current needs
- Sandra Barclay will check with organizations to see what their needs are

#### VIII. Information Items

- Jan Parten leaving November 9; statewide search underway for new HR Director
- Roseanne Kruckenberg leaving Nov. 3; everyone invited to going away event on Nov.3
- Lindsey Callender new Classified Council member
- Wendy Withrow leaving Classified Council; will choose replacement from existing list of nominations
- Gubernatorial debate podcast now available
- BOR met Nov. 1; Faculty Association will be sending out communications regarding supporting UAA budget as a whole

#### IX. Adjourn