I. Call to Order

II. Introduction of Members

P= Present  E= Excused

<table>
<thead>
<tr>
<th>President – Debbie Narang</th>
<th>Vice President – Kathy Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melodee Monson</td>
<td>Connie Dennis</td>
</tr>
<tr>
<td>Dana Sample</td>
<td>Kathleen McCoy</td>
</tr>
<tr>
<td>Carey Brown</td>
<td>Sarah Pace</td>
</tr>
<tr>
<td>Betty Hernandez</td>
<td>Tamah Hayes</td>
</tr>
<tr>
<td>Glenna Muncy</td>
<td>Deborah Narang</td>
</tr>
<tr>
<td>Robert Boeckmann</td>
<td>Mark Fitch</td>
</tr>
<tr>
<td>Andrew McConnell</td>
<td>Tara Smith</td>
</tr>
<tr>
<td>Max Bullock</td>
<td>Peter Snow</td>
</tr>
<tr>
<td>Alejandra Buitrago</td>
<td>James R. Hemsath (ex-officio)</td>
</tr>
</tbody>
</table>

III. Approval of Agenda (pg. 1)

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

V. President’s Report

VI. Administrative Reports

A. Chancellor Case

FAQ http://www.uaa.alaska.edu/chancellor/

B. Interim Provost & Executive Vice Chancellor Baker

C. Vice Chancellor of Administrative Services Spindle

D. Vice Chancellor of Advancement Olson (pg. 5-6)

E. Vice Chancellor for Student Services Schultz (pg. 7-10)

VII. Governance Reports

A. System Governance Council

B. Staff Alliance

C. Classified Council

D. APT Council (pg. 11)

E. Union of Students/ Coalition of Students

F. Alumni Association - James R. Hemsath

G. Faculty Senate/ Faculty Alliance

VIII. Old Business

IX. New Business

A. President Gamble 1:30

X. Information/Attachments

A. Upcoming Governance Events (recurring item)

XI. Adjourn
November 8, 2012  
1:00 - 3:30 p.m.  
ADM 204  
Access Number: 1-800-893-8850  
Meeting Number: 7730925

I. Call to Order  
II. Introduction of Members

P= Present  E= Excused

<table>
<thead>
<tr>
<th>APT</th>
<th>Classified</th>
<th>Faculty</th>
<th>USUAA</th>
<th>Alumni Association</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Melodee Monson</td>
<td>E</td>
<td>Connie Dennis</td>
<td>P</td>
</tr>
<tr>
<td>P</td>
<td>Dana Sample</td>
<td>P</td>
<td>Kathleen McCoy</td>
<td>P</td>
</tr>
<tr>
<td>P</td>
<td>Carey Brown</td>
<td>P</td>
<td>Sarah Pace</td>
<td>T</td>
</tr>
<tr>
<td>P</td>
<td>Betty Hernandez</td>
<td>P</td>
<td>Tamah Hayes</td>
<td>P</td>
</tr>
<tr>
<td>P</td>
<td>Glenna Muncy</td>
<td>P</td>
<td>Deborah Narang</td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>President</td>
<td>P</td>
<td>Vice President</td>
<td></td>
</tr>
</tbody>
</table>

P President – Debbie Narang  
P Vice President – Kathy Smith

III. Approval of Agenda (pg. 1) 
Approved

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

V. President’s Report  
The Governance session for the first Provost candidate was well attended  
Neither Regent Heckman nor Regent Powers accepted the invitation to speak at this Assembly meeting  
Mike Hostina will be speaking at our next meeting

VI. Administrative Reports

A. Chancellor Case (pg. 5-8)  
President’s Highlights (pg. 9-15)  
FAQ [http://www.uaa.alaska.edu/chancellor/]  
Had a successful Board of Regents meeting yesterday on campus  
The main topic was the budget; the budget was approved without any amendments  
Received positive advocacy for the new engineering building  
There will be a number of events and speakers on campus over the next couple of weeks

B. Interim Provost & Executive Vice Chancellor Baker  
Working hard on policy changes and implementations; would like all policy to be reviewed at least every three to five years  
Looking at ways to eliminate paper copies

C. Vice Chancellor of Administrative Services Spindle  
No Report

D. Vice Chancellor of Advancement Olson (pg. 16-17)  
Beth Rose is receiving the 2012 Outstanding Philanthropy Award  
Receiving preliminary numbers for Pick-Click-Give  
There is a new column in the Sunday edition of the Anchorage Daily News that highlights activities at UAA  
I Am UAA campaign won the Prism Award  
The Chancellor’s Implementation Committee has been meeting for six months

E. Vice Chancellor for Student Services Schultz (pg. 18-23)  
Introduced Teresa Lyons, the Acting Executive Director of the Multicultural Center, Native Student Services, and New Student Orientation partnered with American Indian Science and Engineering Society  
Priority registration begins tomorrow for Graduate students  
Contacted 2,200 students who have holds on their accounts to help facilitate enrollment  
November 14th Resident Life will be working with MapWorks to help students in the registration process
Hired Caitlin Poindexter as the UAA’s Care Team Coordinator and Chelsea Syales as a Title IX Investigator

21 UA Scholars will graduate in 2013

VII. Governance Reports

A. System Governance Council
B. Staff Alliance
   Has not met since the last Assembly meeting
   BOR approved the staff pay increase as part of the budget
C. Classified Council
   Discussed social events that the council would like to do over the year
D. APT Council
   APT and Classified Council Presidents will be presenting at the HR training to discuss Governance
E. Union of Students/ Coalition of Students
   Appointed students for the Green Fee Board; still looking to appoint a faculty member
   Made over $17,000 from the homecoming dance
   Working on partnering with local businesses to offer student discounts
   Over 400 students voted in the student elections
   Legislative luncheon is November 15th
   Halloween fun night collected 82 tickets that will go to Make a Wish foundation
   Discussed the bike share program; the program will consist of four strategically placed bike stations across campus where faculty and students could rent bikes using their wolfcard. Will cost approximately $230,000 to implement.

F. Alumni Association - James R. Hemsath

G. Faculty Senate/ Faculty Alliance
   Attended the GAB, UAB, and GERC meetings
   Meeting with Faculty Alliance tomorrow; Paula Donson has asked them to respond and provide feedback on the SDI themes
   Faculty Senate made a motion to support the use of e-portfolios
   Working with Statewide to have a GER retreat meeting in January with all of the MAUs

VIII. Old Business

IX. New Business

A. Employee Satisfaction Survey Working Group
   Megan Carlson presented to the committee
   Distributed flyers
   The survey launched on Monday and they have already had 700 respondents
   Several prizes have already been given out, but the airline tickets and iPad still remain

B. UA Alert and Ready Programs – Ron Swartz
   http://www.alaska.edu/voice/2012/sept_2012/system-news/emergency-management/

   Discussed the UAA Alert system. The first test alert took up to 23 minutes for individuals to receive the notification. They are now using blackboard to get information out to faculty and students.
   An email was sent out on Monday requesting that everyone check that their information is correct in the system
   A test will be sent out next week that will include the entire campus
   Focuses on four main areas: IT, Housing, Research and Development, and Facilities
   Will be going to each department to attain information
X. Information/Attachments
   A. Upcoming Governance Events (recurring item)
   B. Ton in Ten – Human Services Peanut Butter and Jelly Drive
      Currently in progress
   C. Staff Make Students Count Award Recipient
      http://www.alaska.edu/voice/2012/June_2012/News/
      Kathy Smith received the Staff Make Students Count Award

XI. Adjourn
Alumni Relations

• Please join us in acknowledging the recent accomplishments of two admirable alumni.
  o Candice McDonald (B.B.A. ’06; M.S. Global Supply Management ’08), owner of Salmonberry Tours, has just been elected to the Visit Anchorage board of directors. Candice received the Alumni of Distinction Emerging Leader Award at the 2012 Green and Gold Gala.
  o Joan Fisher (M.B.A. ’99) has been appointed as Interim Executive Director of Bean’s Café. Fisher received Alumni of Distinction Humanitarian Award at the 2011 Green and Gold Gala. She has previously worked as the Executive Director and the Strategic Initiatives Director for the Anchorage Neighborhood Health Center. We certainly know how to pick them!

• Alumni relations is still requesting the help of the faculty senate to nominate engaged alumni leaders that will participate in shaping the future of alumni relations. Alumni nominated by faculty should already exhibit leadership acumen, pride as an alumnus/a, and an interest in serving UAA. Please submit names to Rachel Morse, Interim director of alumni relations (rlmorse@uaa.alaska.edu) as soon as possible. Any questions should also be directed to Rachel.

• Be sure to check out the new Traveling Spirit’s Facebook Page (www.facebook.com/UAAsTravelingSpirit) to see where the Seawolf is this month—over the holidays he traveled to Mexico, Colorado, the Caribbean, and Ohio.

Development

• MicroSurvey Software made an in-kind donation of 50 software package licenses to UAA Geomatics, valued at over $500,000.
• New Your Life Insurance contributed $300,000 to University of Alaska system, with over $45,000 directed to support the Della Keats Summer Enrichment Program.
• Icicle Seafoods made a gift of $300,000 to the University of Alaska, with $150,000 benefitting UAA campuses. Their contribution will support the Institute of Social Research, the Kachemak Bay Learning Resource Center, KPC Kachemak Bay Technology Staff and Student Support, KPC Icicle Seafoods Endowed Scholarship, and Kodiak College General Support.
• Udelhoven Oilfield System Services contributed $200,000 to Alaska Native Science Engineering Program (ANSEP) General Support.
• First National Bank Alaska made gifts of support totaling $120,000 to Alaska Statewide Mentor Project, Culinary Arts and Hospitality Program General Support, APTI-UAA Journalism Internship Program, CBPP Communities in Schools Program (CISP), Dental Assisting Clinic, and Excellence in Construction Management.
• Shell Exploration & Production Company made contributions totaling $110,000 to Alaska Native Science Engineering Program (ANSEP) General Support and ANSEP Summer Bridge Program.
• Pebble Limited Partnership contributed $75,000 to Alaska Native Science Engineering Program (ANSEP) General Support.
• Martha L. Galbreath contributed a Leadership Level gift ($25,000 and above) to the BP Asset Integrity and Corrosion Laboratory.
• Richard C. Lynch contributed a Leadership Level gift ($25,000 and above) to establish the RCL Construction Management Endowed Scholarship, to provide financial assistance for tuition and other education expenses to construction management students enrolled at UAA.
• Northrim Bank made gifts to UAA totaling $18,500 to support the College of Business and Public Policy, Center for Economic Development AK SourceLink Initiatives, Matanuska-Susitna College General Support, and UAA Alumni General Support.

• Evergreen Business Capital Foundation contributed $10,000 to the Small Business Development Center at UAA.

• A new fund has been established to provide support for the Center for Economic AK SourceLink Initiatives at UAA.

• The R and R Completion Scholarship has been established to provide financial assistance up to, but not to exceed the cost of attendance (per standard financial aid definition) for two years to a student enrolled at the University of Alaska Anchorage to enable him/her to complete a baccalaureate degree. Scholarship recipients must continue to meet the minimum qualifications throughout their degree program, and make sufficient progress so that the recipient will be able to graduate the following year.

• We are thrilled to announce that ExxonMobil has committed to match all Pick.Click.Give. gifts to support higher education in Alaska, up to $100,000.

Now, when you file for your Permanent Fund Dividend and choose to donate to UAA, your donation will go directly to student scholarships and will be matched 1 to 1. Your donation will have twice the impact of helping young Alaskans achieve their dreams of a higher education.

If you've already filed, you can still add UAA to your Pick.Click.Give. choices or make a larger gift by going to https://myalaska.state.ak.us/myPFDInfo/retro and updating your PFD application.

**University Relations**

• Ads will begin running in support of our new brand and advertising campaign in mid-February. You'll see television commercials, hear radio ads, see print ads, campus banners, bus wraps, building projections and much more. We'll be unveiling the new campaign the week of Feb. 18. If you're interested in being part of the roll-out street team (help us share the word through a week of campus activities), please contact Kristin DeSmith at 786-1263 or kadesmith@uaa.alaska.edu.

• We're beginning work on the next issue of Accolades. The theme for this issue is UAA’s Amazing Stories. If you have any examples of truly amazing stories from your respective areas, please share them with us by the end of January.

• We've started work on a new UAA Green & Gold news site. The website behind the Green and Gold email houses all the information in greater detail. A new design, better flowing content, easier navigation of the news site, all on the way. Our goal is to launch the new site by Feb. 1. You can check out the old (current) site at http://greenandgold.uaa.alaska.edu/ to get a good sense of the "before" look.

# # #
The Military and Veteran Student Resource Center, in partnership with the Advising and Testing Center, has expanded the Seawolf Boot Camp program to now include a series of workshops for our student veterans. These workshops will include lesson plans on time-management, staying engaged, study skills, financial literacy and more.

The Military & Veteran Student Resource Center will hold a ribbon cutting celebration for the new location in the Student Union on Thursday, February 7.

Over twenty academic advisors from UAA’s Anchorage, Mat-Su, Kenai and Kodiak campuses attended a Seawolf Boot Camp session on “Academic Advising and the GI Bill” on December 11. The training was designed to support advisors in understanding the parameters of the GI Bill so as to better serve our student veterans.

December 26-28, The MAP-Works team with support from the Office of Student Affairs conducted two large-scale outreach projects targeting all fall 2012 Anchorage campus first-time full-time students (899 first-time full-time baccalaureate-seeking students; 196 first-time full-time associate-seeking students).

First, the MAP-Works team identified two important subgroups of students within the 899 FTFT baccalaureate-seeking fall 12 cohort: students who earned less than a 2.0 term GPA in fall 12 and had registered for spring classes (n=134); and students who earned above a 3.0 GPA and had not yet registered for spring classes (n=34). Each student within these sub-groups received a personal phone call from a professional advisor. Prior to the phone call, the advisor gathered MAP-Works and Banner information noting their federal Satisfactory Academic Progress (SAP) status; account hold information; spring 12 course registration and prerequisite status; and other background data such as veterans status, etc. The phone calls were open-ended, unscripted, and focused on the students’ intent to come back to UAA; their fall 12 grades; and any questions they had. In each case where the student could not be reached, a personalized voice message was left and an email with specific information for the student was sent to his or her UA email account.

Second, the team printed, stuffed, and mailed each of the above 1,095 FTFT students a personalized letter during the holiday period. Students received a letter addressed to them personally with relevant information based on their fall 12 GPA. Students earning between a 3.0 and 4.0 fall 12 GPA received a letter recognizing and praising their efforts. Students earning between a 2.0 and 3.0 term GPA received a similar letter celebrating their success, but accompanied with a directory of student supports on campus. Students who earned less than a 2.0 term GPA received a letter of encouragement, acknowledging the difficulty experienced by many transitioning first-year students as well as the resource guide.
Native Student Services (NSS) will host their 2013 Spring Semester Welcome Potluck on Friday, January 18, 2013 from 3:00 to 5:00 pm in the NSS Lounge (RH-108). All students, staff, faculty, and administrators are welcome.

On Saturday, December 15, the Multicultural Center hosted its biannual AHAINA Student Graduation Recognition Ceremony. This signature program highlighted 15 new graduates of UAA who came to acknowledge one or more people who contributed to their successes at UAA and share their unique stories during the program’s customary rose dedication ceremony. This event was held at the Student Union Cafeteria and hosted over 100 students, friends, family members, faculty, staff and administrators.

As of December 20, 2012, eighty-five percent (85%) of students served by the Wolf Pack (564 of 664) have registered for spring 2013 classes; data is still being collected. New Student Orientation will host HOWL DAYS on Thursday, January 10 for incoming spring students; seventy people have registered to date; registration is still open.

ETS and the Office of Admissions collaborated to offer “Apply to UAA Day” at Bartlett, East and West, three area high schools. Participating students applied to UAA for free and had assistance with their applications; 289 students participated, 73 of whom were ETS students.
Enrollment Services leadership has been watching developments in the “fiscal cliff” negotiations closely. The recent agreement seems to have moved the deadline for sequestration two months down the road. Should sequestration happen, there is no immediate impact to student financial aid programs. The largest program, Pell Grants, is fully funded through October 1 so spring and summer students at UAA should not see any changes to their Pell Grants. The mandatory spending cuts under sequestration would cause interest rates on federally subsidized student loans to double to 6.8% on July 1. Active duty soldiers utilizing the Tuition Assistance (TA) program may be affected as sequestration will require an estimated $54 billion in cuts by the Department of Defense and the Tuition Assistance program is not exempt. Most Veteran’s educational benefit programs are exempt from sequestration, though the VA’s operating budget is not.

Beginning January 7, the UAA One-Stop will have a mobile kiosk in the Student Union building to provide basic admissions, registration and financial aid services.

Several vacancies in Enrollment Services were filled just before or after holiday break: Heather Lindquist started as VA Education Benefit Certifying Official in Student Financial Assistance; Janelle North, Administrative Assistant in Registration and Records; Shannon McClure, Evaluations Specialist in Registration and Records starting January 15; Joanne Haines, Curriculum Specialist in Registration and Records starting January 28; and David Racki, International Student Admission Officer and Advisor starting February 11.

542 UAA students earned their degree at the end of fall semester, compared to 508 one year ago. Coursework taken by UAA students at other MUA’s during fall semester has been evaluated and posted, a total of 618 courses were posted. All fall degrees were posted before holiday closure.

The deadline for students to apply for UAA scholarships is February 15. The application is online at [http://www.uaa.alaska.edu/scholarships/](http://www.uaa.alaska.edu/scholarships/) and several Scholarship Application and FAFSA workshops are scheduled to help students in applying for aid, the schedule is at [https://www.uaa.alaska.edu/financialaid/](https://www.uaa.alaska.edu/financialaid/).

The enrollment trend for spring 2013 has improved slightly since the last report. From data published December 31: 15,237 students were registered for spring (Student Headcount) across the MAU. This is a decrease of 287 students, or 1.8% compared to one year ago. Enrolled Credit Hours across the MAU were 149,832, down 3,464 or 2.3%. On the Anchorage campus, student headcount is 12,613, down 111 or 0.9%; student credit hours are 120,686.5, down 2,423.5 or 2.0%. The greatest deficits continue to be in two-year programs and campuses, as it was in the fall. CTC headcount is down by 661 or 12.6%; enrolled credit hours are down 4,545.5 or 17.0%. KPC headcount is down 3.6%, credit hours down 1.5%. Kodiak College headcount is down 5.1%, credit hours down 6.5%, Mat-Su headcount down 2.3%, credit hours 6.3%. PWSCC is now down 2.4%, but enrolled credit hours are up 6.1%.
The Career Services Center, in collaboration with academic departments, will be offering the "Professional Clothes Closet," a service designed to assist students with professional attire for upcoming interviews.

The Citywide Career Fair will be held on February 14 in the Student Union.

The Department of Residence Life student staff training will take place January 10 and 11. This training will prepare over fifty paraprofessionals to serve and support residents in their communities.

The Northern Light presented a number of “Source Awards” to staff and students at a special luncheon on December 7. The awards acknowledged the help and patience exhibited by these UAA sources as TNL students learned the craft of journalism. Those recognized included André Thorn of the Multicultural Center, Mike McCormick of Student Activities, and the entire USUAA Assembly.

In December 2012, the new CARE Team Coordinator, Caitlin Poindexter, along with several members of UAA’s CARE team attended the NaBITA Threat Management Institute. The team is currently developing a "CARE Handbook" to align with national best practices for Behavioral Intervention Teams. In addition, the team is creating a marketing campaign to highlight the services of the CARE team to the UAA community.

Student Union and Commuter Student Services has made Student Union reservations an online process. Those needing a reservation can simply visit http://anc-ems.ua.ad.alaska.edu/VirtualEMS to browse for upcoming events, facilities, or space. Contact Dana Sample at 786-1896 or dlsample@uaa.alaska.edu with any questions.
APT REPORT FOR ASSEMBLY  
DECEMBER/JANUARY 2012

APT COUNCIL
The APT Council met and discussed the Staff Health Care and Joint Health Care Committees recommendations regarding the FY14 health plan changes. Staff are encouraged to use the Staff Alliance blog to make comments. The Alliance compensation committee is gathering ideas on how to recognize and reward staff. Each member of the committee is looking at a specific item and will report back to the committee at the next meeting. The APT/Classified Council communications committee members have been named and will begin meeting to discuss its goals. The Safety Committee has not met since the last APT meeting. The Diversity Action Council has new brochures which were distributed, and is still working on the pathway sheet. The Master plan is in process with a roll-out expected to the BOR in February. An update of the Employee Satisfaction survey shows that there was a 47% response rate. Jessica Dyrdahl volunteered to work with the Classified Council on social events. There will be no January meeting of the APT Council.

STAFF ALLIANCE
Staff Alliance introduced the new Statewide Governance Coordinator – Anthony Smith. Meeting notes from the past months will now start to be brought up to date. The date for the spring Staff Alliance retreat was set for March 19 & 20 in Anchorage. The Alliance is looking at the Staff Make Students Count award time line. Kate Wattum and her office will help promote the award this year with an eye to more nominations. President Gamble spoke with the Alliance on the Alliance Blog, work life survey results, Statewide awards, the new tuition waiver policy which goes into effect January 1, 2013, the opt-out option of the health plan and the performance evaluation process. Staff are encouraged to visit the Staff Alliance blog and comment on articles.  
(http://uastaffalliance.wordpress.com/)

The Council did not meet in January.