Thursday, April 12, 2007
1:00 - 3:30 p.m.
ADM 204

I. Call to Order

II. Introduction of Members

President - Kim Stanford
Vice President – Bob Kizer

APT
Bob Kizer
Jim Cummings
Joyce Colajezzi
Suzanne Browner

Classification
Kim Stanford
Jennifer Myrick
Lois Hall
Megan Carlson
Marilyn Borrell

Faculty
Kerri Morris
Bogdan Hoanca
Debbie Narang
Suzanne Strisik
Jan Vandeveer

USUAA
Anthony Rivas
Karl Wing
Kristina Hurlburt
Samuel Abney

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

IV. Approval of Meeting Summary (pg. 3-5)

V. President’s Report (pg. 6-7)

VI. Administrative Reports

A. Chancellor Maimon
B. Provost Driscoll
C. Vice Chancellor of Administrative Services Ejigu
D. Vice Chancellor of Advancement Lindbeck
E. Vice Chancellor for Student Services Lazzell (pg. 8-9)
F. Vice Chancellor for Community Partnerships Carter-Chapman

VII. Governance Reports

A. System Governance Council
B. Faculty Alliance/Faculty Senate
C. Staff Alliance
D. APT Council
E. Classified Council
F. Coalition of Students/Union of Students
G. Alumni Association (pg. 9-13)

VIII. Old Business

A. Family Friendly Campus
IX. New Business
   A. Elections
   B. UA Portal - Amber Brubaker and Matt Underbakke

X. Information/Attachments
   A. Next UAA Assembly Meeting – May 10th

XI. Adjourn
I. Call to Order

II. Introduction of Members

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III. Approval of Agenda (pg. 1-2)
Add Budget to New Business
Approved w/changes

IV. Approval of Meeting Summary (pg. 3-6)
Approved

V. President’s Report (pg. 7)
Written report attached

VI. Administrative Reports

A. Chancellor Maimon
Unable to attend

B. Provost Driscoll
Have had and will continue to have joint meetings with Elaine Maimon and Fran Ulmer
Need to focus on keeping momentum during Chancellor transition
Priority Registration-Senate and UAB had discussion, Senate tabled topic
Priority Registration will not be implemented by Fall
Rich Whitney is now Vice Provost for Information Technology, but will remain Chief Information Officer for UAA as well

C. Vice Chancellor of Administrative Services Ejigu
Unable to attend

D. Vice Chancellor of Advancement Lindbeck
Unable to attend

E. Vice Chancellor for Student Services Lazzell (pg. 8-9)
Written report attached
Nominate students for Student Diversity Awards
F. Vice Chancellor for Community Partnerships Carter-Chapman
   Unable to attend

VII. Governance Reports

A. System Governance Council
   Has not met, will meet Friday March 23rd

B. Faculty Alliance/Faculty Senate
   Dr. Vince Tinto at UAA on March 26th
   Senate approved motion to support Honors College
   Faculty Senate designated both Elaine Maimon and Fran Ulmer to co-officiate 2007 Commencement
   Northern Lights reporter wrote that there were complaints from faculty about her political background
   It was not a complaint, just a question that was raised and discussed
   Letter of clarification was written to Northern Lights editor

C. Staff Alliance
   Meeting on Tuesday March 19th

D. APT Council
   Presentation by Chief Pittman
   Meeting shortened because of UAA Forum

E. Classified Council
   Presentation by Chief Pittman
   Working on Spring Service Event
   Staff Development Day on May 15th “Mission Possible”

F. Coalition of Students/Union of Students
   Student Forum
   One concern was regarding ease of website
   Now looking at Budget for next year
   Working to have Chancellor Maimon speak at Commencement
   Juneau trip on April 11th or 12th
   New position- Assistant Director of Student Leadership
   Student Government Elections- March 27th and 28th
   Starting early planning on Homecoming

G. Alumni Association
   Alumni Luncheon- Gave out 6 awards and had 60-65 attendees
   Had two February pre-game events
   Have has several Alumni networking events
   Networking nights at McGinley’s on first Thursdays
   Working on retirement luncheon
   Working to send someone down to Juneau in April
   Alumni Association board meeting Tuesday, April 10th
   Looking to fill three vacant board positions

VIII. Old Business

A. Family Friendly Campus
   Harry Potter Event with the Library Friday, April 20, 10:30 to 3:30
Harry Potter readings will be in different languages
Will be a drawing and python snake
Committee is still small, if anyone would like to join, contact Megan

B. Paperless Process
Linda Lazzell stated that it was discussed at Chancellor’s Cabinet
Need to find legalities of what can be paperless
Currently implementing imaging system in Enrollment Services

IX. New Business

A. Commencement Officiating
Debbie Lopez stated that the intention is to have Fran Ulmer and Elaine Maimon both at 2007 Commencement.
She is already working with announcements, format, and floor plans.

   MOTION (Jim Cummings): Endorse the Faculty Senate’s resolution to designate outgoing Chancellor Elaine Maimon and Interim Chancellor Fran Ulmer to co-officiate at UAA’s 2007 Commencement.
   2nd: Jan Vandever
   Unanimously approved

B. April UAA Community Forum
Setting up another forum regarding Budget and how money is spent
Looking at April 5th 12:30-1:30

C. Budget
Pete Kelly sent out two emails
One email has been sent out to all Governance groups and the other email will be sent out to Assembly

X. Information/Attachments

A. Next UAA Assembly Meeting – April 12th
B. Chancellor’s Awards Wednesday, April 11th at Wendy Williamson

XI. Adjourn

Meeting Adjourned
PRESIDENT’S REPORT

- PBAC
  Planning Budget Advisory Council (PBAC) met March 22, 2007. Discussion focused on recommendations from the PBB subcommittee that reviewed the Strategic Opportunity Funds submissions, scheduling of unit reports in May, and guiding principles.

- FACULTY ASSOCIATION
  Continue to attend regular meetings of the UAA Faculty Association.
  After discussion with the executive board, it has been decided that the association will be expanding its membership beginning in Fall 2007 to include staff. The name will be revised – not finalized yet!

- STAFF DEVELOPMENT DAY
  Co-chairing the Day-Of Volunteers committee along with Melodee Monson and Megan Carlson.

- UAA COMMUNITY FORUM ON BUDGET
  The staff and faculty governance leaders sponsored the second UAA Community Forum on April 5th. We had a very low turnout (due to some promotional issues, we think). However, we did have some great participation from attendees. We plan to hold another on April 24th to present the same information.

STAFF ALLIANCE

Staff Alliance met in Juneau on April 3 - 4. Information/topics included

- LEGISLATIVE UPDATE from Pete Kelly (as we met with legislators to advocate for UA the remainder of that day and the following day).

- UPDATE ON HR MERGER BETWEEN STATEWIDE AND UAF

SYSTEM GOVERNANCE COUNCIL


Information/topics included:

- LEGISLATIVE UPDATE (President Hamilton, Pat Pitney) and discussion.

- STUDENT SUCCESS INITIATIVE UPDATE
  It was pointed out that this initiative, while intended to be systemwide, has really been somewhat limited in its reach. Speakers have been arranged, etc with no communication to the various local governance groups. More effort will be made to coordinate information.
UAA Classified Council met Thursday, April 5, 2007

- **SPRING SERVICE EVENT**
  Classified Council’s spring service event will involve collecting items and putting together “Starter Kits” for Abused Women’s Aid in Crisis (AWAIC). Flyer and more information available on the Governance website at [http://www.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance). Several “Housewarming” events are being planned around campus for staff, faculty, and students to bring items to donate. Please contribute!

- **UA PORTAL**
  Amber Brubaker from UAA ITS gave a presentation on the UA Portal and fielded many questions. Primary concerns focused on the plan for reaching faculty and students who do not use their UAA userid, and the need for increased support services, especially related to the limited support for the extended campuses.
Student Affairs Mission: Together we provide an environment for our diverse student population to reach their greatest potential through inspiration, accessibility, and support.

### Academic & Multicultural Student Services Division

- Disability Support Services’ *Fourth Annual Reel Eyes Showcase of Films* by and about people with disabilities has been presented on UAA campuses in Anchorage, the Mat-Su Valley, Soldotna, and Homer.
- Linda Morgan, Director Advising and Testing Center, hosted the Faculty Adviser Training Seminar Module I: Policies, Rules and Regulations, which was co-sponsored by CAFÉ. The seminar was web cast for faculty at Kodiak College.
- Educational Opportunity Center had 184 participants enter or re-enter programs of postsecondary education at UAA for spring semester.
- Theresa Norman, Director of New Student Orientation, was named to the selection committee for Book of the Year.
- Since January 31, Student Support Services has provided tutoring, mentoring, and support services to 117 UAA students.
- Paul Hendrickson, Educational Specialist, and Linda Warford, Educational Opportunity Center alumni, traveled to Washington, D.C. to attend the Council for Opportunity in Education Policy Seminar. They visited Congressman Don Young and Senators Stevens’ and Murkowski’s offices to discuss the Alaska TRIO Programs.
- Native Student Services established a partnership with the Bering Straits School District to establish an on-site distant registration and orientation pilot project in Nome in April 2008.
- AHAINA hosted an open house with Gyude Moore from Oxfam International. He spoke about his life story as a Liberian refugee, his student activism, and world trade and hunger issues.
- TRIO programs have been awarded a $1,000 in scholarships from Prudential Youth Leadership Institute for student leadership training.
- Student Support Services partnered with Residence Life and Developmental and Preparatory Studies to complete the first draft of fall 2007 Learning Community structure.
- Disability Support Services in conjunction with Assistive Technology of Alaska and other key agencies is planning the first ever Alaska Statewide Assistive Technology Conference.

**Upcoming events:**
- AHAINA Women of Excellence is planned for April 21.
- Native Student Services will sponsor an outreach/recruitment table at the Native Youth Olympics on April 26, 27, and 28.
- AHAINA Graduation Ceremony is scheduled for May 5.

### Enrollment Management Division

- Approximately 90% of students have been receiving all admissions-related communications via email. The remaining 10% continue to receive their letters and miscellaneous communication in paper form.
- Summer and fall 2007 schedules are now available both online and in paper format.
- Initial proofs have been sent to the departments for *Spring 2008 Class Schedule*.
- A new “Forms” board and “Resource Center” (information board) have been installed across the hall from the kiosk. Two computer stations will also be added to allow students access to less-used forms, depleted forms and online resources outside normal business hours.
- The Call Center opened at 6:00 a.m. on the first day of summer/fall registration (April 9). Six information advisors and all of the managers were available to take calls, troubleshoot problems and answer questions.
- Summer degree audits should be complete for those students who applied by the deadline by May 21.

**Upcoming events:**
- Application for fall graduation deadline is May 1.
Student Development Division

- The Last Frontier Student Leadership Conference is April 12-14. Participation is free; however, registration is required. Registered attendees will be entered into a drawing for prizes.
- Year to date Student Code of Conduct Violations:

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<td>SCC 1 – Academic Dishonesty</td>
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<td>Responsible 33</td>
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- Nate Miller, Student Judicial Services and Ethical Development Coordinator, and Barbara Markley, Counselor Educator, worked together on a grant application from the Department of Education. The grant competition focused on prevention of high-risk drinking among college students, if awarded, would provide UAA with a substantial amount of funding for the next two years to help address “high-risk” drinking behaviors.
- Forty-eight students accepted leadership positions in the Department of Residence Life for the 2007-2008 year. The hiring process will continue until all 51 positions are filled.
- Student Health Center’s annual patient visit comparison:

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<tr>
<td>January</td>
<td>478</td>
<td>666</td>
</tr>
<tr>
<td>February</td>
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<td>688</td>
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<td>March</td>
<td>757</td>
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- Banff Film Festival was very successful with approximately 1,700 people attending the two night event. UAA Concert Board’s new UAATix.com system provided full service on site ticketing.
- Career Services Center hosted the City-wide Career and Job Fair. The fair will well attended.
- Campus Life’s staff attended the Association of College Unions - International conference in Atlanta and the American College Personnel Association/National Association Student Personnel Administrators joint convention in Orlando. Sessions focused on learning outcomes, commuter student services, and facility operations.
- A review committee has been formed to finalize the selection of UA’s student health insurance provider. The results are expected soon.
- The Student Showcase Academic Conference plans were finalized with the confirmation of over 20 community commentators from a wide variety of professional backgrounds.
- Residential students were surveyed to find out what type of Alaska Native art projects they would like to learn from a master artist. The top five interests were making a drum, carving a wood mask, sewing hide gloves or a fur hat, creating a transportation model (dog sled, snow shoes, canoe, etc.), and creating traditional weapons and tools.
- Alaska Native Rural Outreach Program Coordinator Karla Booth, is working with Becky Etukeok-Johnson, Educational Specialist at the Alaska Native Heritage Center, to schedule the first Sharing Traditions Enhancement program. Becky is Inupiaq, Siberian Yupik and Tlingit. She will teach selected students how to make their own deer hide drum or an “urban” Yupik/Inupiaq style drum.

Upcoming events:
- Career Services Center General Employer Expo is scheduled for April 12.
- Target informational session is planned for April 12 from 3:30 p.m. to 4:30 p.m. in the Lyla Richards Conference Room with interviews being conducted April 13 in Career Services Center.
Executive Directors Report

Membership: Continues to grow and more alumni are getting active through events such as the monthly Pub Nights networking socials in Anchorage and Wasilla. The membership committee has been looking at the data on membership and comparing levels over the past few years. As I work on the budget for alumni for the upcoming fiscal year, I have projected $25,000 for a membership/public awareness campaign which will be designed to include bus boards, radio and print advertising if the allocation makes it through the budget process.

Committees: All committee chairs will be asked to submit a calendar of meeting dates for the year prior to the June board meeting for FY08. Committees are encouraged to develop a monthly meeting being held on the same day, same time and same location each month to allow for better coordination between board members, committee members and alumni interested in joining a committee. Consistency will help committees be more effective, productive and expand their membership. When an alum indicates their interest in one committee or more, the dates and locations of the meetings will be given to them. The committee chair will then be asked to make contact with the alum, extending the invitation to attend the next scheduled meeting. Each committee should strive to consist of 5-7 members (not counting any members from the Board of Directors who are serving on committees).

Activities and Events since February 13th Board of Directors Meeting:

- **Alumni Achievement Awards** – Feb 16 (over 65 people in attendance.) Six awards were presented, emotional speeches made and everyone walked away feeling great about what took place. I recommend keeping the event scheduled for February, we received numerous submissions from students nominating faculty which did not occur when the event was held at the beginning of the academic year.

- **Green & Gold Weekend** – pre-game socials prior to the UAA hockey game on Feb 16 and the UAA basketball game on Feb 17. Hockey was better attended than basketball – and at the hockey game we had a booth in the foyer so people could stop and ask where to go. We did not have the booth in the foyer at the basketball game due to lack of volunteers, but did have a sign. Having a table staffed seems to make a difference.

- **Curtain Call** – March 3rd. This was the third event for the year and was well attended (approx 30 people). We saw a repeat in guests from previous Curtain Call events and new faces as well. This event is beginning to catch on and drawing a regular audience and provides a great opportunity for Advancement Staff to meet and begin to identify and cultivate potential donors.

- **Seattle Mariners** – April 2nd. Twelve alumni from the Seattle and Portland area gathered to attend the home opening game at Safeco Field in Seattle. Half were alumni who had participated in events earlier this year and the other half were
new to the group. Great contacts and connections were made. Pictures are posted on the Alumni website.

- **UAA Student Showcase** – April 6th. Fine Arts Building. Stacey hosted a showcase session in which students presented their best works and community leaders were able to commentate and hold a brief discussion afterwards. The Alumni Association was recognized and thanked a sponsor in the Showcase program.

- **Seawolf Socials** – KIN Pub Nights – held the first Thursday of the month in Anchorage at McGinley’s and the second Thursday of the month in Wasilla. April was also the launch of the event in Fairbanks. These monthly events are proving to be a great networking opportunity for UAA Alumni and we continue to see an increase in the number of alumni attending and bringing new faces with them each time. Board members David J. Parks and Chris Hall have been great about attending these and helping to spread the word.

**Upcoming Events & Projects:**

- **Pub Nights** – April 13 – Wasilla (Great Bear Brewing Co.), May 3rd - Anchorage (McGinley’s), May 10th – Wasilla.

- **Annual Scholarship Luncheon** - Friday, April 13, the Commons. Members of the scholarship committee and BOD have the opportunity to have lunch with, and meet the 2007 Alumni Permanent Scholarship Fund recipients.

- **Graduation Appreciation Lunch** – Thursday, April 19, the Den (UAA Campus, Student Union Building). 11:30 – 1:00. Our count is at 78 students confirmed to attend as of 4-9-07. Lunch will be provided, graduates will have the opportunity to learn about the Alumni Association and as an alumnus what is their role in supporting and staying involved in UAA. Each attendee will be automatically enrolled in the Alumni Association and will receive a UAA Proud Alum business card holder to take with them. We will also give away a few door prizes. Board members are encouraged to attend and network with the graduating students. RSVP to Timea at 907-786-4847 by April 16th.

- **“I Know I Can”** – April 26th and 27th at Willow Crest and Mountain View elementary schools. This is an outreach program designed to get second graders thinking about college being a part of their plans in life, and gets them thinking about and discussing what they may want to be when they grow up. Alumni volunteers will be reading the book to 6 classes over the two days, leading discussions afterwards with the students and giving each student a copy of the book to keep. The project is coordinated by the Alaska Commission on Post Secondary Education with the participation of the UAA, UAF and UAS Alumni Associations.

- **Commencement Breakfast** – Sunday, May 6th – Sullivan Arena 9:15-10:00 a.m. Continental breakfast hosted by the Alumni Association Board of Directors and members. Board members are needed to assist with breakfast and to help distribute programs at commencement, staff the Alumni booth prior to and during commencement.

- **UAA Athletics Auction** – Thursday, May 10th – Sheraton Hotel. We have purchased two tables for the event. One table is filled (Melanie 4, David 2,
Cathleen 2) and the second filling quickly (Stacey 4 – four seats remaining). UAAAA will be contributing a couple of degrees to be auction live and a brick for the silent auction.

- **UAA Retiree Luncheon** – May 10 – UAA Campus. Hosted by the Alumni Relations office, Advancement and the Chancellor’s office for faculty and staff retiring and those with 20, 15 and 10 years of service to UAA will receive retirement gifts. (Rocking chair, lamp, clock).
- **Staff Development Day** – Tuesday, May 15. This is the annual UAA staff and faculty educational day with workshops, lectures, and events throughout the day. The UAA Alumni Association will have a booth during the Vendor Fair from approx. 11:30 a.m. – 2:30 p.m. We will need board members to help at this event. (Great opportunity to sell raffle tickets!)
- **Board Meeting** – Tuesday, June 11th. Location TBD

**Website:** We continue to post new information and event photos on the website all the time. Timea Webster in the Advancement office will be trained on updating pages, posting and taking down information etc… in an effort to respond in a timelier manner to keeping information relative and timely.

**Alumni Groups:** The Seattle and Portland groups are becoming active on a regular basis and plan on continuing to hold events and social opportunities for alumni to connect. We will be adding a page to the website for Alumni Groups, listing contacts in different regions and event information, photos etc… Don Leaver in Shreveport Louisiana is beginning to make contact with UAA Alumni in his region (Approx 80 alumni) and will be organizing a gathering in the near future with hopes of regular get together's for networking, watching games etc… We will continue to encourage those wanting to start groups in their areas to contact us and let us work with them to support their efforts. Both Seattle and Portland are slated to have at least two events in the upcoming fiscal year.

**Pendulum and Bricks:** A mailing is being sent to “The Parents of” the Class of 2007 graduates encouraging them to honor their student with a graduation gift of a degree or a brick. Approximately 2,000 letters will be sent by the end of the week. We have 107 degrees still available for sale.

**Raffle:** Raffle tickets are still available and we need to concentrate on selling them between now and May 30th. The drawing will be held on May 31st. Board members are encouraged to sell as many as they can during the next month. We will have an opportunity to sell tickets at several events between now and May 31st. We have just about 100 books of tickets still available for purchase sitting in the Alumni Office and then whatever board members are holding or need to turn stubs and cash in for selling.

**Legislative Outreach:** The Alumni Association sent David J. Parks to Juneau during February to make legislative calls with UAA students and help host the annual Ice Cream Social co-sponsored by the UAF and UAS Alumni Associations for legislatures. From
April 10-12, the Alumni Association will sponsor sending Chris Hall to Juneau with UAA students and Statewide has agreed to sponsor sending David J. Parks along as well to help with the student visits.

Skye McRoberts has volunteered to form the UAAAA Legislative Outreach Committee, draft a mission and plan for FY08 and recruit committee members. A meeting with Statewide and UAA Advancement leadership will be coordinated to discuss the parameters the committee will want to work within and things to consider as the committee drafts its plan for the upcoming year.

**Commencement:** Along with sponsoring the rehearsal breakfast, the Alumni Association will also stuff the degree covers with a congratulations announcement from the UAAAA. We will place membership forms on each seat for rehearsal as well as assist with program distribution. The “lights of knowledge” each graduate receives to point at the ceiling and light are also being underwritten by the alumni office this year. Each light stick has UAA Alumni imprinted on it along with the alumni website address and Alumni Association phone number. I have ordered enough (2,000) so we will have a good quantity to distribute at a game next fall when we host a pre-game social.

**Budget and Planning for FY’08:** As I draft my plan and budget for FY’08 I am designating funding to work directly with the colleges to plan activities and communications to reach out to their Alumni and reconnect them with where they feel they have the strongest affiliation with UAA. I will encourage colleges to consider using Homecoming as an opportunity to reconnect as well as other times of the year such as the holidays etc…

The Alumni Awards Luncheon, Graduate Appreciation Luncheon and Commencement Breakfast are being included in the overall Alumni Relations budget as part of Association support. The Alumni Relations budget and plan will be shared at the June board meeting.

End

Submitted by: Stacey Marsh
4-9-07