Thursday, September 11, 2008
1:00 - 3:30 p.m.
ADM 204

I. Call to Order

II. Introduction of Members

President – Kim Stanford
Vice President – Ryan Buchholdt

APT
Julia Martinez
Sandy Gravley
Karol Weatherby
Bob Kizer
Comm. Campus
P= Present

Classified
Megan Carlson
Craig Mead
Vicky Warren
Lisa Sparrell
E= Excused

Faculty
Anne Bridges
Genie Babb
Larry Foster
Deborah Narang

USUAA
Karl Wing
Seth Holtshouser
Ryan Buchholdt
Genie Babb
Seth Holtshouser
Ryan Buchholdt

III. Approval of Agenda (pg. 1)

IV. Approval of Meeting Summary (pg. 2-3)

V. President’s Report (pg. 4)

VI. Administrative Reports
A. Chancellor Ulmer
   http://www.uaa.alaska.edu/chancellor/fran-answers-questions.cfm
B. Provost Driscoll
C. Vice Chancellor of Administrative Services Spindle
D. Vice Chancellor of Advancement Olson (pg. 5-6)
E. Vice Chancellor for Student Services Lazzell
F. Senior Vice Provost for Institutional Effectiveness, Engagement, and Academic Support Carter-Chapman

VII. Governance Reports
A. System Governance Council
B. Faculty Senate/ Faculty Alliance (pg. 7)
C. Staff Alliance (pg. 8)
D. APT Council
E. Classified Council
F. Union of Students/ Coalition of Students
G. Alumni Association

VIII. Old Business

IX. New Business
A. FY10 Budget
B. Degree Works- John Allred

X. Information/Attachments
A. Legislative Candidate Fair- September 22 12-3 in South Cafeteria of Student Union
B. Pat Pitney (pg. 9)
C. Accreditation Update

XI. Adjourn
I. Call to Order

II. Introduction of Members

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III. Welcome new members

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

Approved

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

Approved

VI. President’s Report (pg. 6)

VII. Administrative Reports

A. Chancellor Ulmer

http://www.uaa.alaska.edu/chancellor/fran-answers-questions.cfm

Unable to attend

B. Provost Driscoll

Went to retiree luncheon- recognized 7 retirees
Gift from Conoco Phillips
Budget is on Governor’s desk now
Commencement was wonderful
Largest graduating class- over 2100 students

C. Vice Chancellor of Administrative Services Spindle

Unable to attend

D. Interim Vice Chancellor of Advancement Olson- Conoco Phillips ISB Building video

Report posted online

E. Vice Chancellor for Student Services Lazzell (pg. 7-8)

503 students (largest group) participated in the “I’m going to college”
Students have moved out of dorms
Parking services analyzed budget for new parking, campus shuttle, u pass, transportation
Mandatory $10 transportation fee for students
Club Council and USUAA supported this
USUAA requested that parking fee only increase by 5%

F. Senior Vice Provost for Institutional Effectiveness, Engagement, and Academic Support

Renee Carter-Chapman

VIII. Governance Reports

A. System Governance Council

B. Faculty Alliance/Faculty Senate (pg. 9)
C. Staff Alliance (pg. 10-11)
D. APT Council
   Focused on elections and family campaign
E. Classified Council
F. Coalition of Students/Union of Students
   Finals are over
   Elections are complete
   Tyler Egan and Karl wing were elected as executive board
   Looking for appointments for committees
   Trying to push advocacy for the Sports Arena
   Coalition of Students is gearing up for elections- Ryan Buchholdt will be running
G. Alumni Association

IX. Old Business

X. New Business
A. Parking Services- Bob McDonnell
   PowerPoint shown
   Permits $20-$25 increase
   Early Bird Special- July 7 to the end of July you will get them for the same price
   Summer Enforcement- Starting 2009 $25 entire summer
   Meters and Pay and Park- per hour increase in Spring
B. Presentation of plaques
C. Election of officers
   Nominations for President
   Kim Stanford
   Karl Wing
   Nominations closed
   **Kim Stanford elected as President**
   Nominations for Vice President
   Ryan Buchholdt
   John Gregoire
   Nominations Closed
   **Ryan Buchholdt elected as Vice President**

XI. Information/Attachments
A. Health Benefits Update: Open Enrollment April 16-May 16 (pg. 12-15)
B. Staff COLA Step increase (pg. 16-19)
C. UAA Community Celebration May 15
D. Write to the Governor (pg. 20-32)
E. Family Campaign

XII. Adjourn

For Fall Assembly meeting: Update from Sports Complex

**Meeting adjourned @ 2:40 p.m.**
2008 Faculty and Staff Convocation and Chancellor’s Awards for Excellence appeared to go very well, although turnout could have been better. We actually finished EARLY! We hope to invite representatives from Advancement and Human Resources to a future UAA Assembly meeting to allow an opportunity for feedback based on the changes this year in combining Convocation and the Awards.

The UAA Faculty and Staff Association executive committee met several times over the summer and we have now resumed our weekly meetings. Recent guests included Chancellor Ulmer, Regent Wickersham, and Wendy Redman. Anchorage area legislator rankings based on performance for UAA were finalized and are available online at http://www.alaska.net/~uaafac/
Watch your intercampus mail for membership forms and our first postcard campaign of the academic year – postcards to the Governor’s Office in support of the FY10 UA budget.

The Director of Sustainability search has been progressing. We have been conducting telephone interviews and hope to schedule on-campus interviews for finalists in October. Open forums are expected to be part of the on-campus visit.

I have been assisting in the coordination of the UAA Legislative Candidate Fair which will be held on campus in the Student Union September 22nd (12:00 – 3:00). Invitations went out to Anchorage/ER/Mat-Su area legislative candidates the end of last week, and we have already started receiving responses. I hope that we’ll have a great turn out of UAA’s registered voters – students, staff, and faculty.

Statewide Review/MacTaggart Report: My understanding is that President Hamilton has requested his Statewide staff respond to their specific area(s) addressed in the report. These responses are to go directly to President Hamilton. I would hope they would also then go to our BOR, but I will try to confirm the process and timeline.
Assembly Report, University Advancement

Advancement News
- This summer we hired Betty Hernandez as the executive assistant to the vice chancellor. Betty can be reached at anbah4@uaa.alaska.edu, or by phone at x61733.
- We are currently recruiting for a second electronic media specialist to continue our new media outreach and expand our capabilities in this area. We hope to have a new person on board by the beginning of October.
- Another new staff member started in Advancement in August, Christina Luff. Christina is serving as our receptionist now that Timea Webster is acting alumni relations director.
- This summer we worked with Craciun Research Group on conducting attitudinal surveys with various groups in the Anchorage area. The phone surveys looked at how alumni, donors and the general public viewed UAA. In addition, focus groups were gathered to discuss attitudes and impressions of UAA. Groups consisted of alumni, donors and general public.

Statehood Anniversary news
- One of the largest is the three-day Alaska Historical Society Conference titled “Alaska Visionaries: Seekers, Leaders and Dreamers.” The conference, Oct. 16-18, features a civic conversation about “Alaska 2058: The Next 50 Years”; the annual Alaska Day Lecture, part of the Polaris Lecture Series; and many unique paper and panel presentations highlighting 50 years of ordinary Alaskans accomplishing the extraordinary.
- The Forum of Young Alaskans [http://youngalaskans.org/] brings together young citizens ages 16 to 25 from large and small communities across the state on Oct. 4 in Juneau, Fairbanks and Anchorage and in their own communities for a statewide dialogue aimed at creating the kind of Alaska these future leaders wish to live in. It’s their time to realize the future is now and the future is theirs. Take tomorrow and dream!
- Statehood Volleyball Showdown! UAA v. UAF, Seawolves v. Nanooks, Oct. 15 at 7 p.m., will commemorate the anniversary of statehood with UAA’s favorite home-state rivals!

University Relations
- The fall issue of ACCOLADES is in production right now. Watch for the new issue in late October.
- We are at work on a new UAA “fast facts” type of brochure that will be available for distribution in October.
- We are currently working with Nerland Agency on a branding campaign that will launch after the first of the year. This will likely include t.v., radio, print and new media segments.
- This week we are launching a fun “grass roots” internal marketing effort with a sidewalk chalk fact campaign. 6 buildings, including ARTS, CH, RH, ADM, BKST and LIB will feature facts about the university that we want our campus
community to know. Examples include: UAA has a new mascot; UAA is Anchorage’s 6th largest employer; 2008 welcomed the largest freshman class in UAA’s history.

- University Relations will be conducting an internal communications audit this fall in hopes to find out how our internal community prefers to get information about what’s happening on campus. A full-scale internal communications campaign will then be launched this spring based on the information we learn from this audit.

Development
- Annual giving efforts will kick off Sept. 15 with the Phonathon program. Phonathon is now into its 10th successful semester of engaging UAA alumni on the phone - sharing news of campus happenings and inviting them to give back to UAA with a charitable gift. Last year a record $100,000 was raised to support UAA via this program. Each semester up to 25 students are hired to work part time in University Advancement.
- Last fiscal year a record number of UAA alumni gave gifts - 1,847, a 26% increase over the year prior.
- Employee giving to UAA increased slightly also, by 14%. In fiscal year 08, 10% of UAA employees participated in giving. The KPC campus led the way in achieving the greatest employee participation rate. Employee giving is important to the University because it is one measure of internal partnership and commitment to the mission of UAA. Many large corporations and foundations look at participation rates as they consider their awards.
- Chevron USA recently donated $1M to UAA to be divided between the ANSEP program and the Kenai Peninsula College. Formal announcements were made in Kenai on Sept. 4 and in Anchorage on Sept. 5.
- Alyeska Pipeline Service Company is providing $500,000 over five years’ time toward endowing a chair for the Alaska Native Science and Engineering Program. Alyeska is the first donor to step up to the $2 million Rasmuson challenge grant for the ANSEP endowed chair. Once fully funded, the endowment will create a full-time, year-round faculty member dedicated to advancing science and engineering opportunities for Alaska Native students.

Alumni Association
- The Alumni Association announced four new members of their board of directors at the August 16th meeting. New members include Dr. Norman Wilder, Lorali Carter, Laurie Bruce and Trevor Fulton. The Alumni Association board also elected a new president: Bob Hagmaier.
- Please join us on Monday, October 13 at 5:30 pm to celebrate the unveiling of the beautiful finished Foucault pendulum!
- Homecoming 2008 will be October 3 – 12, 2008. Mark your calendars!
Faculty Senate (FS) Retreat 2008
On August 18\textsuperscript{th}, UAA faculty senators met for their annual retreat. In addition to providing a great opportunity for networking and collaboration, a number of presenters shared information on topics that included Accreditation, FERPA and Faculty Evaluation. During group sessions, the goals for AY 2008-09 were discussed.

Faculty Senate Goals for AY 2008-2009
The main FS goals for this year are to:
- Increase Communication – between Senate, other governance groups, administration, faculty and students.
- Support the accreditation process
- Support the Faculty Evaluation Task Force
- Continue improving IDEA and faculty evaluations
- Continue updating the Constitution and Bylaws
- Advocate for research and graduate programs

Faculty Alliance Retreat 2008
On August 25\textsuperscript{th} and 26\textsuperscript{th}, senate leaders from the MAU’s met in Anchorage. Discussions covered many topics, including an update on the electronic faculty workload and activity reports. Alliance voted on a motion to reject the use of Digital Measures software, but support the idea of an electronic system tailored to the unique needs of UA. The motion passed unanimously. Each Senate’s members were requested to give feedback to their governance coordinator.

IDEA
Senate E-Board is working with the Provost to continue improving IDEA and faculty evaluations. In an effort to help increase the response rate, one of the first steps is to increase the number of faculty completing their Faculty Information Form (FIF) which customizes the teaching objectives for each course. Another step is to work with USUAA to help make students aware of how important it is to complete the IDEA surveys on every course they take.

Accreditation
UAA is piloting a new accreditation process that is being developed by the Northwest Commission on Colleges. The process will help UAA better achieve our goals. Faculty Senate is working closely with the Accreditation Team, who will give monthly updates at FS meetings.

Faculty Evaluation Task Force
Senate is working closely with this Task Force who will give monthly updates at FS meetings.

If you have any comments or questions regarding this report or UAA Faculty Senate, please feel free to contact Anne Bridges at afab@uaa.alaska.edu or 786-1404
Staff Alliance & Classified Council Reports to Assembly, September 2008
Megan Carlson, Classified Council President & Staff Alliance Member

Staff Salary Compensation Task Force
I represent UAA staff governance on a statewide Compensation Task Force. The task force contains representatives from each staff governance group, as well as representatives from campus and statewide human resources. We are evaluating possible options for staff salary compensation requests starting in FY10.

Currently, the primary recommendation is to request an approximately 4.5% grid increase (“across the board”) from the legislature, and fund step increases internally. The goal is to continue step increases to honor employee longevity, but modify their structure to make them at or near cost neutral.

Options on the table for step increases include increasing the time between steps, or tying steps to performance. Staff governance leaders have been very vocal about ensuring that the existing performance evaluation processes are greatly improved before allowing compensation to be linked to performance. In particular, we are concerned that performance evaluations are not regularly done, and that supervisors are not trained in how to do them correctly.

Classified Council
Staff Salary Compensation
Classified Council held a spirited discussion on the staff salary compensation issue. It raised all sorts of great new perspectives that I look forward to sharing with the full task force at our next meeting.

Accreditation Update
Classified Council received an accreditation briefing from the Accreditation Leadership Team. (As someone serving both in governance and on the accreditation leadership team, I’d like to thank the governance leaders for allowing us time to share information on this important process on your agendas. We look forward to continuing these discussions with campus leadership in the near future.)

Classified Council Retreat October 2
Classified Council is planning a retreat October 2nd to gather members to connect and establish goals for the coming years. This is a great opportunity for community campus members and Anchorage members to get to know each other better. In addition, we have invited the governance leaders of APT Council, Faculty Senate, USUAA, and University Assembly to join us over lunch to talk about their goals and see where we can work together.

Staff Alliance
August Retreat
Staff Alliance held its annual retreat in Fairbanks in August. We elected new officers, and I passed my chairmanship onto the UAS Staff Council President.

Staff Alliance decided on its goals for the 2008-2009 academic year. These goals will be (A) Family Friendly Policies/Child Care, (B) Integrated Advocacy, (C) Retiree Benefits, (D) Compensation, (E) Improving Internal Communication. The first three goals are carried over from the last academic year. We expect to wrap up the Retiree Benefits recommendations early this year. We also plan to recommend guidelines for the Staff Make Students Count Award, and to make revisions and updates to the Staff Alliance handbook and mission statement.

Governance Leaders
Governance Search
As a governance leader and a member of the Office of Academic Affairs, I am serving on the search committee for the vacant position in Governance. It appears that we are nearing a selection for this position. I am excited to see it wrapping up, because Christine has been working two or three jobs all by herself recently. Please go easy on her until she gets a new hire in her office!

Legislative Candidate Fair 9/22
I am also serving on the planning committee for the Legislative Candidate Fair, which will be discussed in greater detail at this month’s Assembly meeting.

External Review
It is my understanding that President Hamilton will make a presentation to the Board of Regents during their September 18-19th meeting in Anchorage on the results of the External Review.
To: All SW Employees

From: Mark Hamilton  
President

Date: September 5, 2008

I’m somewhat saddened to share with you that Pat Pitney, our vice president for planning and budget development, will leave effective Oct. 10. I use the term “somewhat” because, luckily, she’s not going far.

Pat will head to UAF to assume the duties of vice chancellor for administrative services under Interim Chancellor Brian Rogers, filling a vacancy that will be left by UAF’s current Vice Chancellor Ro Bailey, who is retiring. While Ro will remain on board in an advisory capacity to assist UAF’s School of Fisheries and Ocean Sciences with the acquisition of the Alaska Region Research Vessel (ARRV), her last day as vice chancellor will be September 26. Kathleen Schedler, associate vice chancellor for facilities and safety, will serve as interim vice chancellor for administration until Pat can transition over.

I believe this is a wonderful opportunity for Pat, UAF and the university system. She’s been with us, largely within the budget and institutional research areas, for the past 18 years. Her expertise and knowledge will be greatly missed by me and many others here at Statewide. However, her strategic thinking and management skills are exactly what Interim Chancellor Rogers is looking for. I’m pleased to support him in this manner.

I’m still considering options regarding Pat’s vacancy. As you know, SW has had to tighten its financial belt this year due to a $757,000 budget reduction from the Legislature. Following Vice President for Administration Jim Johnsen’s recent departure, I made the decision not to replace him. I’ll share additional details on reporting structure and organization at Statewide in the wake of Jim’s and now Pat’s departures very soon.

Please join me in wishing Pat the best of luck on her next adventure.