



Agenda  
Thursday, May 3rd, 2012  
8:30-9:00 a.m.  
ADM 204  
Access Number: 1-800-893-8850  
Meeting Number: 7730925

- I. Call to Order
- II. Introduction of Members, New Members, and Guests

**2011-2012 Classified Council Membership**

	Connie Dennis, President*	10-12	Natalie Kowal	11-12	
	Vacant, Vice President*	11-13	Michael Worth	11-13	
	Kathleen McCoy, Secretary	11-13	Teena Dyer**	11-13	
	Gary Foster	10-12	Tina Hudspeth	11-13	
	Nancy Hall	10-12	Brandon Jones	11-13	
	Kim Heidemann	10-12	Gianna Ridgeway**	11-13	
	Ana Hinkle	10-12	Dave Robinson**	11-13	
	Audrey Jo Malone	10-12	Kathy Smith*	11-13	
	Sarah Pace*	10-12	Patrick Sullivan**	11-13	
	Mikayla Savikko	10-12	Lisa Thomsen*	11-13	
	Fannie Slaten	10-12	Jamie Silas	11-13	
	Vacant	10-12	Vacant	11-13	

\* Assembly Reps      \*\* Alternate Assembly Reps

**2012-2013 New Members**

	Celesta Richardson	12-14	Tamah Haynes	12-14	
	Elizabeth Winfree	12-14	Kimberly Heidemann	12-14	
	Jennifer Ball	12-14	Nancy Hall	12-14	
	Judi Spry	12-14	Natalie Kowal	12-14	
	Kimberly Neill	12-14	Sarah Pace	12-14	
	Shauna M. Grant	12-14	Maureen Hunt	12-14	

- III. Approval of Agenda (pg. 1-2)
- IV. Approval of Summary
  - A. April 2012 (pg. 3-4)
  - B. APT/Classified Council Joint Meeting April 2012 (pg. 5-7)

V. Reports

- A. President – *Connie Dennis*
- B. Staff Alliance –
- C. UAA Assembly –
- D. Staff Health Care Committee –
- E. Diversity Action Council – *Tina Hudspeth*
- F. Campus Safety Committee – *Kim Heidemann*  
*Didn't meet in April.*
- G. APT/CC Social Committee

VI. Old Business

VII. New Business

- A. Core Theme Evaluation Team – *Megan Carlson* (pg. 8-9)
- B. 2012-2013 Membership List (pg. 10)
- C. Officer and Committee Elections
  - i. Officer positions (pg. 11-12)
    - 1. President
    - 2. Vice President
    - 3. Secretary
  - ii. University Committee positions (pg. 13)
    - 1. University Assembly (*5 members: CC President, 1 community campus rep, remainder Anchorage, 1 alternate*)
    - 2. Diversity Action Council
    - 3. Campus Safety Committee
    - 4. APT/CC Social Committee (*3 members*)
- D. Classified Council committees
  - 1. Communication Committee (*reporting on Council meetings*)
- E. Certificates of Appreciation

VIII. Information Item

- A. Employee Giving Campaign – *Jessica Paden*
- B. UAA Development Day May 10th  
<http://www.uaa.alaska.edu/developmentday/index.cfm>

IX. Adjourn



Summary  
Thursday, April 5<sup>th</sup>, 2012

I. Call to Order

II. Introduction of Members

**2011-2012 Classified Council Membership**

	Vacant, President*	10-12	Natalie Kowal	11-12	P
P	Connie Dennis, Vice President*	11-13	Michael Worth	11-13	P
P	Kathleen McCoy, Secretary	11-13	Teena Dyer**	11-13	P
P	Gary Foster	10-12	Tina Hudspeth	11-13	P
P	Nancy Hall	10-12	Brandon Jones	11-13	
P	Kim Heidemann	10-12	Gianna Ridgeway**	11-13	P
	Ana Hinkle	10-12	Dave Robinson**	11-13	P
	Audrey Jo Malone	10-12	Kathy Smith*	11-13	P
P	Sarah Pace*	10-12	Patrick Sullivan**	11-13	
	Mikayla Savikko	10-12	Lisa Thomsen*	11-13	
P	Fannie Slaten	10-12	Jamie Silas	11-13	P
	Vacant	10-12	Vacant	11-13	

\* Assembly Reps

\*\* Alternate Assembly Reps

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

*Approved*

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

*Approval*

V. Reports

A. President – *Connie Dennis* (pg. 6)

B. Staff Alliance –

- *President Gamble joined by phone.*
- *Discussed tobacco issue. Tobacco surcharge is not necessarily going to be implemented.*
- *Connie and Melodee would like suggestions to encourage staff to stop using tobacco products.*
- *Staff Alliance reviewed the Classified Council’s Bylaws and recommended that Article II: OFFICERS, Section 1.4 read “Be the UAA classified representative or appoint a member to the Staff Alliance”. The Council approved the revision.*
- *Discussion about where tobacco issue would lead if approved.*

C. UAA Assembly –

D. Staff Health Care Committee –

E. Diversity Action Council – Tina Hudspeth

- *Didn't have a quorum.*
- *They have \$6,000-\$7,000 dollars left in the program, if you have students who are working on projects and require funds.*
- *Will be meeting next week on Friday.*

F. Campus Safety Committee – Kim Heidemann (pg. 7)

- *This month the student development program is UAA against violence and sexual assault.*

G. APT Liaison – Sarah Pace

H. APT/CC Social Committee

- *Kathy reported that the Wellness event last week at the UC was well attended. The Wellness event here, on campus, wasn't as well attended.*
- *Wellness break at the UC was very much appreciated.*
- *Connie, Tina and Nancy brought treats today.*

VI. Old Business

VII. New Business

A. Code of Conduct (pg. 8-10)

- *Will be enforced starting July 1.*
- *Classified and APT Councils didn't have any opportunity to have input.*
- *There should be an e-mail notifying everyone. Let Connie know if you don't get the e-mail.*
- *Noted that wording is vague, could cause some issues.*
- *Need time to look at it.*
- *Don Smith, Statewide Director of Labor Relations, Acting HR Director, is the one who will address any concerns. Send concerns to Connie and she will present them to Don.*
- *Question raised as to whether these codes are already in the BOR Policy.*
- 

B. Tuition Waiver (pg. 11-12)

- *There are a lot of changes.*
- *Credits are being suggested at 8 a semester.*
- *Employees having to repay has been declined.*
- *Discussion about the use of the SAP policy if employee withdraws from classes.*
- *Employee does not have to be in a degree program.*
- *If you are using financial aid, SAP may need to be used.*
- *The new tuition waiver guidelines will be put into effect July 1.*
- *The way the tuition waiver will be treated is as if it is financial aid.*
- *SAP needs to be clarified.*
- *If you have questions or concerns send them to Connie.*

VIII. Information Item

A. Classified Council Member Elections

- *Consider signing up again if your term is up and encourage others to be nominated.*

IX. Adjourn

*Adjourned*

Joint Meeting Agenda  
Thursday, April 5<sup>th</sup>, 2012

I. Call to Order

II. Introduction of Members

**2011-2012 Classified Council Membership**

	Vacant, President	10-12	Natalie Kowal	11-12	P
P	Connie Dennis, Vice President	11-13	Michael Worth	11-13	P
P	Kathleen McCoy, Secretary	11-13	Teena Dyer	11-13	P
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P	Nancy Hall	10-12	Brandon Jones	11-13	
P	Kim Heidemann	10-12	Gianna Ridgeway	11-13	P
	Ana Hinkle	10-12	Dave Robinson	11-13	P
	Audrey Jo Malone	10-12	Kathy Smith	11-13	P
P	Sarah Pace	10-12	Patrick Sullivan	11-13	P
	Mikayla Savikko	10-12	Lisa Thomsen	11-13	P
P	Fannie Slaten	10-12	Jamie Silas	11-13	P
	Vacant	10-12	Vacant	11-13	

**2011-2012 APT Council Membership**

P	Melodee Monson, President	10-12	P	Michael Smith	10-12
P	Brian Brubaker, Vice President	10-12	P	Dayna DeFeo	10-12
P	Jessica Dyrdaahl	11-13		Pamela Doerner	10-12
	Betty Hernandez	11-13	P	Russell Pressley	10-12
	Julia Martinez	11-13	P	Dana Sample	11-12
P	Dawson Moore	11-13		Vacant	10-12
	Courtney Smith	11-13			10-12
	Carol Swartz	11-13			

III. Approval of Agenda (pg. 1)

*Approved*

IV. Fall Retreat – Form committee

*2 people from each committee: Dayna DeFeo – APT  
Dana Sample – APT  
Kathleen McCoy – Classified Council  
Connie will contact someone for the 2<sup>nd</sup> Classified Council Position*

V. Provost Search

*Melodee is on the Provost search and asking for feedback for what you want to see or not see in a Provost. Responses should be sent by April 10<sup>th</sup>.*

VI. Erika Van Flein, Director of Benefits

*Open enrollment is coming up. Packets were mailed early, should arrive early next week. No changes for next year except for the flexible spending account.*

*Q: What changes are coming in the next five years?*

*A: FY13 there are no plan changes. The following are options being looked into. For FY14, eliminating the 500 plan as not cost effective or meeting the needs. Add a high deductible health plan that would meet the requirements for a health savings account. Enhancing the wellness program to be a more integral part of the health program which would include premium credit.*

*Q: Update on the tobacco policy.*

*A: This issue is continuing to evolve. The President wants to extend the no-hire ban to employees whose dependents use tobacco. The President is asking for suggestions on how to reduce tobacco use. He is looking for constructive comments and ideas. Policy is in flux. UAA already has programs to help smokers stop. One is Quit for Life. Reminders of various health programs available will be sent out next week. Governance groups will be invited to the next vendors' summit. Projected savings of the tobacco policies were compiled. Each change came with a price tag of savings. The expectation of savings was 7 million dollars. Implementing a tobacco surcharge would show an estimated \$500,000 savings. Erika will review whether the results of the studies are posted on the website.*

*Q: What is the cost effectiveness of the various programs?*

*A: The programs are very cost effective and are well used. The Best Doctors Program is being analyzed to find out if it is a cost effective Program. The cost effectiveness of the programs are always being reviewed*

*Q: Does UAA do an annual report to employees about what is happening with the health care plan?*

*A: That information should be on [www.alaska.edu/benefits](http://www.alaska.edu/benefits). There is a selection for health care accounting.*

*Q: Who negotiates the health care contract? Shouldn't the employees be involved?*

*A: The rates are not negotiated, they are actual costs. Being self-insured, the claims are paid by UAA. Costs are going up a lot. For FY12 rates didn't go up. FY11 rates were artificially low. \$3,500,000 under recovery is expected for FY12*

*Q: Did the changes in premiums and moving employees to the lower plans cost more?*

*A: Accounting costs are on the benefits website. Erika is working on trying to get claims information cost savings.*

*Q: What were we doing when we gained a surplus and why did we leave it?*

*A: We were using a defined contribution model at the time. With this model we over collected from employees causing a surplus. When it got used up there was more historical data for future projections which allowed a more accurate projection.*

*Q: How many have opted out and how many have migrated to a lower plan?*

*A: Prior to FY11, 7% opted out, FY12 11% opted out. Overall migration was approximately 40% of those who moved to a higher deductible plan. FY13 25% are assumed to migrate from the higher plan to the lower plan.*

*Q: What if UAA went with a health insurance provider rather than being self-insured?*

*A: Going with an insurance company would increase costs. Health care accounting is reviewed and changed as necessary. Contributions are set according to projected costs in the future. UA pays 83% of the costs. 83% is based on plan costs, if you use the plan you will pay more out of pocket. UA works with actuaries and consultants to determine projected costs*

*Further comments from Erica*

- *A spousal surcharge was reviewed but rejected.*
- *Impact on employees is gauged. Projected costs savings is discussed and is part of the equations. Some items were considered not worth the effort. Others were determined to be beneficial.*
- *Now we have Weight Watchers online. The enrollment fee is waived. There is a very small reduction of monthly charge.*
- *The goal of a wellness program is to keep your healthy people healthy and keep the sick from getting worse.*
- *UA is going out for FY13 for new bids.*
- *Will be presenting a session about the benefit package at the Staff Development Day and will take questions.*
- *Flexible spending accounts – The health care reform law is causing the cut in the flexible spending accounts. The government is going to pay for the new health care law by limiting the amount of funds people can tax shelter in flexible spending accounts. The individual mandates are what are being contested as unconstitutional. The whole could be repealed or just portions.*

*Further comments from council members*

- *Many feel that targeting smokers is a first step toward targeting other perceived health issue causes.*
- *There is concern is that UAA is more worried about the health of the employee rather than the ability to do a good job.*
- *Concerns are that those who opt out cause more expense to those who do not opt out.*
- *Points of the State's health care plan that is different from UA's plan.*
- *Concern about receiving full information, not just parts. This seems to be misleading.*

*Steve Hinds is coordinating the Development Day for UAA.*

VII. Adjourn  
*Adjourned*



**Apply to serve on an Accreditation Core Theme Evaluation Team now!**

**Deadline extended!**

How do we know we are accomplishing what we set out to do? **Apply to serve on one of UAA’s Core Theme Evaluation Teams!** These evaluations will support our ongoing efforts to analyze performance for the purposes of improvement, institutional planning, and accreditation reporting.

UAA’s accreditation core themes are (1) Teaching and Learning, (2) Research, Scholarship, and Creative Activity, (3) Student Success, (4) the UAA Community, and (5) the Public Square.<sup>1</sup> Evaluation teams for each core theme will accomplish the following goals:

1. Review available accreditation indicator data
2. Recommend targets and thresholds of concern
3. Evaluate performance based on the data
4. Make recommendations for improvement

Applications are welcome from faculty, staff, and administrators from all UAA campuses. **Audio/visual support and some travel assistance are available. Stipends are available for employees who are off-contract during the project.** Individuals with experience in assessment, accreditation (including prior Core Theme Evaluation Teams), or shared governance are especially encouraged to participate.

Applications will be accepted from April 12<sup>th</sup> through May 7<sup>th</sup>. Applicants will be notified by May 11<sup>th</sup>.

**Timeline for Core Theme Evaluation**

The Core Theme Evaluation Teams will meet several times between May and July to conduct this evaluation. The detailed timeline for this project is included at the end of this announcement. Members are expected to participate in the full evaluation process as described in the timeline below.

<b>Task</b>	<b>Timeline</b>
Core Theme Evaluation Teams established	April - May 2012
Convene Core Theme Evaluation Teams, discuss the purpose and process, identify necessary data for evaluation	May 2012
Core Theme Evaluation Teams meet, recommend targets/thresholds, conduct evaluation process, and form recommendations for improvement	June – July 2012

<sup>1</sup> Core Theme Objectives and Indicators <http://www.uaa.alaska.edu/accreditation/2017/2017objectivesindicators.cfm>



**Accreditation Core Theme Evaluation Team 2012 Application Form**  
**Deadline extended!** Please submit applications to [macarlson@uaa.alaska.edu](mailto:macarlson@uaa.alaska.edu) by May 7<sup>th</sup>.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Department and Campus: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Role:  Faculty  Staff  Administrator

1. Why are you interested in serving on a Core Theme Evaluation Team?

2. Please indicate the top three core themes you would be interested in evaluating, in order of preference.

3. Please indicate areas with which you have prior experience and the nature of that experience.

Assessment  Accreditation (including prior Core Theme Evaluation Teams)

Shared governance  Other: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. The Core Theme Evaluation Teams will meet several times between May and July to conduct this evaluation. Please indicate any accommodations you will need to participate in the complete evaluation process, and provide details where appropriate.

Stipend needed for off contract work

A/V or travel support needed

Unavailable for a portion of the evaluation period due to travel or other obligations

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Classified Council  
2012-2013  
Membership List & Meeting Schedule**

<b>Name</b>	<b>Location</b>	<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>	<b>Term</b>
President					
Vice President					
Secretary					
	Kodiak				11-13
Brandon Jones	General Support Services	786-6860	786-6099	<a href="mailto:anbsj@uaa.alaska.edu">anbsj@uaa.alaska.edu</a>	11-13
Celesta Richardson	ISER	786-5418	786-7739	<a href="mailto:ancfr@uaa.alaska.edu">ancfr@uaa.alaska.edu</a>	12-14
Connie Dennis	Student Information	786-1528	786-4888	<a href="mailto:ancmd1@uaa.alaska.edu">ancmd1@uaa.alaska.edu</a>	11-13
Dave Robinson**	Financial Services	786-4684	786-4682	<a href="mailto:andr@uaa.alaska.edu">andr@uaa.alaska.edu</a>	11-13
Elizabeth Winfree	Physics/Astronomy Dept.	786-1238	786-4307	<a href="mailto:aneaw@uaa.alaska.edu">aneaw@uaa.alaska.edu</a>	12-14
Gianna Ridgeway**	Office of the Registrar	786-4606	786-1537	<a href="mailto:angmr@uaa.alaska.edu">angmr@uaa.alaska.edu</a>	11-13
Jamie Silas	Office of the Registrar	786-1584	786-1581	<a href="mailto:anjlk4@uaa.alaska.edu">anjlk4@uaa.alaska.edu</a>	11-13
Jennifer Ball	Advising and Testing Center	786-4506	786-4519	<a href="mailto:jrball@uaa.alaska.edu">jrball@uaa.alaska.edu</a>	12-14
Judi Spry	Resident Life	751-7444	751-7446	<a href="mailto:anjls5@uaa.alaska.edu">anjls5@uaa.alaska.edu</a>	12-14
Kathleen McCoy	University Advancement	786-1490	786-1957	<a href="mailto:ankjm3@uaa.alaska.edu">ankjm3@uaa.alaska.edu</a>	11-13
Kathy Smith*	SON	786-4802	786-4559	<a href="mailto:ankhs@uaa.alaska.edu">ankhs@uaa.alaska.edu</a>	11-13
Kimberley Heidemann	Mathematical Science Dept.	786-1744	786-6162	<a href="mailto:anklh3@uaa.alaska.edu">anklh3@uaa.alaska.edu</a>	12-14
Kimberly Neill	PWSCC	834-1640		<a href="mailto:kneill@pwsc.edu">kneill@pwsc.edu</a>	12-14
Maureen Hunt	Mat-Su	746-9339		<a href="mailto:mehunt@matsu.alaska.edu">mehunt@matsu.alaska.edu</a>	12-14
Michael Worth	Office of the Registrar	786-1555	786-1537	<a href="mailto:anmjw2@uaa.alaska.edu">anmjw2@uaa.alaska.edu</a>	11-13
Nancy Hall	WWAMI	786-4789	786-4700	<a href="mailto:nancy@uaa.alaska.edu">nancy@uaa.alaska.edu</a>	12-14
Natalie Kowal	School of Engineering	786-1861	786-1079	<a href="mailto:annmk1@uaa.alaska.edu">annmk1@uaa.alaska.edu</a>	12-14
Patrick Sullivan**	Eagle River Campus	786-7608	694-1491	<a href="mailto:anpjs1@uaa.alaska.edu">anpjs1@uaa.alaska.edu</a>	11-13
Sarah Pace	Office of the Registrar	786-4979	786-1581	<a href="mailto:smpace@uaa.alaska.edu">smpace@uaa.alaska.edu</a>	12-14
Shauna M. Grant	Student Financial Assistance	786-6170	786-6122	<a href="mailto:smgrant@uaa.alaska.edu">smgrant@uaa.alaska.edu</a>	12-14
Tamah Haynes	Library Serials Technician	786-1115		<a href="mailto:tjhaynes@uaa.alaska.edu">tjhaynes@uaa.alaska.edu</a>	12-14
Teena Dyer**	KPC	262-0310	262-0322	<a href="mailto:intld@kpc.alaska.edu">intld@kpc.alaska.edu</a>	11-13
Tina Hudspeth	Center for Human Development	264-6247	274-4802	<a href="mailto:antmh2@uaa.alaska.edu">antmh2@uaa.alaska.edu</a>	11-13

\* University Assembly Representative    \*\*University Assembly Alternate

<b>Scheduled Meeting Dates</b> 8:30 – 10:00 a.m. ADM 204	
2012	2013
September 6	January 3
October 4	February 7
November 1	March 7
December 6	April 4
	May 2

<b>Governance Office</b>	<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>
Kimberly Swiantek, Governance Coordinator	786-1994	786-6123	<a href="mailto:kswiante@uaa.alaska.edu">kswiante@uaa.alaska.edu</a>
Administrative Assistant	786-1945	786-6123	<a href="mailto:UAA_gov@uaa.alaska.edu">UAA_gov@uaa.alaska.edu</a>

## Summary of Classified Council Officer Responsibilities

The Classified Council officers serve as the main point of contact and outreach between the council and all other units of the university. It is important that the officers have a broad view of the interests & concerns of staff and the issues facing UAA and the University system as a whole.

Please note that many of the President's responsibilities also apply to other officers. For brevity, these responsibilities are only detailed the first time they are mentioned.

### **President**

- Preside at meetings and develop meeting agendas with the Governance Office
- Appoint ad hoc committees and their officers as needed
- Act as a spokesperson for Council

The Classified Council President position not only serves as the organizer of Classified Council, but represents UAA staff to various groups within UAA and within the UA system. The President is asked to weigh in on time-sensitive issues facing administrators and other matters requiring input with confidentiality. The Classified Council President is often the voice and face of Classified Council to the Chancellor, University President and Board of Regents. The President is responsible for facilitating meetings, remaining impartial during Council discussions, and ensuring that all members have the opportunity to be heard.

- Represent the UAA Classified Council on the University Assembly  
In addition to the University Assembly Representatives duties detailed later. The President of Classified Council gives a brief report to the assembly outlining previous meetings or larger discussions taking place within Classified Council. Classified Council is required to report any actions (motions, referendums, memos, etc.) approved or taken by Classified Council to the University Assembly, which is usually handled by the Classified Council President.
- Represent the UAA Classified Council on the UA Staff Alliance  
UA Staff Alliance is made up of staff leaders from each MAU. They propose legislation concerning staff, which is sent directly to the UA President for review and approval/rejection. Staff Alliance serves as a key group for staff views which the Board of Regents, UA President, and other Statewide administrators can turn to for consultation and insight.
- Represent the UAA Classified Council on the Planning and Budget Advisory Council (PBAC)  
PBAC hears budget proposals regarding all units within UAA. They make difficult recommendations to ensure mission critical projects and objectives remain funded and supported. They also work on developing the criteria that will be used when the university is faced with budget reductions requiring cuts. This effort is being made now while UAA has time for robust discussion and consideration.
- Serve as a member of Governance Leaders  
Governance Leaders act as an advisory group for the UAA chancellor and cabinet on issues affecting the entire UAA community. They are often called upon to discretely hear and consult early in discussions on a myriad of events and policy decisions. This group sets the agendas for Assembly

meetings, and ensures that topics that affect multiple groups are scheduled on their constituent bodies' agendas.

- Meet monthly with the Vice Chancellor for Administrative Services to discuss classified staff issues  
Classified Council & APT officers meet with the Vice Chancellor once a month to pass along recent actions taken by the governance group(s) and keep the Chancellor's Cabinet informed regarding staff concerns. Common topics include compensation, health care, and food services. Along with these internal topics, there are also regular updates on the current budget discussions within the UA system and Juneau.
- Collaborate with other officers in making recommendations involving Council business
- Report periodically to Classified employees about the Council's work and issues of interest to staff

### **Vice President**

- Preside and perform the duties of the president in his/her absence
- Be responsible for the organization of the annual meeting, if held (*Currently handled by Ad Hoc Committee*)
- Notify members of all meetings (*currently handled through the Governance Office*)
- Contact absent members who have missed two consecutive meetings to verify their status on the Council
- Meet monthly with the Vice Chancellor for Administrative Services to discuss classified staff issues
- Collaborate with other officers in making recommendations involving Council business

### **Secretary**

- Maintain and disseminate minutes of the meetings (*currently handled through the Governance Office*)
- Maintain the correspondence and records for the organization (*currently handled through the Governance Office*)
- Assist in elections for the Council during meetings, for the purposes of electing officers and representatives on other campus committees
- Meet monthly with the Vice Chancellor for Administrative Services to discuss classified staff issues
- Collaborate with other officers in making recommendations involving Council business

## **Summary of Classified Council Committee Representative Responsibilities**

**University Assembly** (*5 members, one of which is a community campus representative and one of which is the Classified Council President; alternates attend the meetings in the place of representatives who are unable to attend*)

- The University Assembly is a governance group consisting of representatives from UAA staff, faculty, and student governance groups. The Assembly discusses issues that are relevant to two or more constituent bodies, including legislative advocacy, facilities updates, and planning campus-wide events like the UAA Day of Service. The Assembly also hears reports from members of the Chancellor's Cabinet each month.
- University Assembly meets on the second Thursday of each month from 1:00-3:30. If unable to attend a meeting, it is the member's responsibility to identify an alternate to attend in his/her place.

**Diversity Action Council** (*Classified Council nominees are submitted to the Chancellor's Office to select a member and alternate for this council*)

- Advise and recommend courses of action that address campus-wide diversity issues and that create an inclusive and respectful campus environment
- Promote activities and programs throughout campus related to diversity
- Provide funding for the annual Student Diversity Award and other special projects related to diversity
- If unable to attend a meeting, it is the member's responsibility to identify an alternate to attend in his/her place.

**Campus Safety Committee** (*only alternate needs to be elected; primary representative in middle of a two-year term*)

- Advisory body to Chancellor and University Police Department regarding issues pertaining to institutional and personal safety
- Periodic reports to the campuses on safety awareness, and recommendations for improving campus safety
- Organizes yearly campus safety walks to evaluate the safety of campus
- If unable to attend a meeting, it is the member's responsibility to identify an alternate to attend in his/her place.

**APT/CC Social Committee**