

UAA Staff Council Agenda

Thursday, November 1, 2018

9:30 a.m.-11:30 a.m.

LIB 302A

Audio: 786-6755 | ID: 284572

[Link to Live Skype Meeting](#)

I. Call to Order

II. Introduction of Members

[P = Present X = Absent C = Call In]

2018-2019 UAA Staff Council Membership

		Term:	H/S			Term:	H/S
	Brenda Levesque (Co-President) College of Health	17-19 CP: 18-19	H		Krystal Offord College of Arts & Sciences	17-19	H
	John Moore (Co-President) College of Arts & Sciences	18-20 CP: 18-20	S		Austin Osborne Enrollment Services	18-20	H
	Mike Swanson (Co-Vice President) Mat-Su College	18-20 CVP: 18-20	H		Mo Radotich (PWSC) Office of Admin. Services	18-20	H
	Kendra Conroy (Co-Vice President) Business Enterprise Institute	18-20 CVP: 18-19	S		Tania Rowe Student Support Services	18-19	H
	Alyssa Ament College of Engineering	18-19	H		Lorraine Stewart (Kodiak) Career & Technical Education	18-19	H
	August Axtell Chugiak-Eagle River Campus	18-19	S		Mike Swanson (Mat-Su) Student Services	18-20	H
	Tamika Dowdy Alaska Middle College	18-20	H		Amber Sweetland (KPC) Office of Admin. Services	18-20	S
	Falon Harkins Parking Services	18-19	S		Chris Triplett University Advancement	18-19	S
	Jason Hotch College of Engineering	18-19	S		Julia Vizcaino Residence Life	18-19	S
	Dawn Humenik Student Government	18-20	H		Michelle Yerkes Human Resource Services	18-20	S
	Kyra McKay Health, Physical Education & Recreation (HPER)	18-20	H				

H=Hourly/Non-Exempt S=Salary/Exempt

III. Approval of the Agenda (pg. 1-3)

IV. Approval of the Summary (pg. 4-6)

V. President's Report

A. Guest speakers

- i. 9:35am -9:40am, Larry Foster, Institutional Self-Study Tri-Chair, Accreditation (pg. 7-8)

- ii. 9:40am-10am, Maria Williams, Associate Professor, Alaska Native Studies, and President of UAA Faculty Senate
- iii. 10am-10:15am, Chris Axtell, Messaging and Directory Engineer, ITS, to address MS Teams.

VI. New Business

- A. New Council Member
- B. Staff Emeritus Nomination
- C. BOR Public Testimony Discussion
- D. RESOLUTION regarding observance of Veterans Day & Alaska Native Heritage Month Celebration (Brenda & Mike) (pg. 9-17)
- E. Alaska Native Heritage Month Celebration Flyer (Mike) (pg. 18)
- F. UA Total Compensation Project Preliminary View – Staff salaries compared to outside Universities? Benchmarking? Who are our competitors for UAA staff? Cost of labor vs. Cost of Living???

VII. Old Business

- A. Staff Morale Survey
- B. Governance Service Component for Non-Exempt/Hourly Employees
- C. Staff Emeritus Review Process: Develop Rubric – Kendra, Austin & Josh - UPDATE
- D. FY19 Resolutions – Tie to FY19 GOALS and what we want to accomplish and work on in FY19.
- E. President Johnsen to be our guest speaker on Thursday, February 7, 2019. He would like talking points before his visit. Council members please send **list of topics** to Brenda & John.
- F. Chancellor Sandeen is not able to meet with us in December due to a conflict. She will now come to our January 17th meeting (third Thursday of the month due to university holiday closure).

VIII. UAA Staff Council Committees

- A. Communications & Marketing Committee - Chair: Tania (pg. 19)
Members: Tania, Kendra, Amber, Austin, Alyssa
- B. Staff Recognition Committee - Chair: Krystal (pg. 20)
Members: Dawn, Mo, Julia, New Member
- C. Events Committee - Chair: August (pg. 21)
Members: Kyra, Chris, August, Jason
- D. Human Resources (Compensation & Benefits) Committee - Chair: Tamika (pg. 22)
Members: Falon, Tamika, Michelle, Mike, Lorraine
- E. Ad Hoc Community Campuses – Chair: TBD
Members: Amber, Mo, Mike, Lorraine
- F. Ad Hoc Staff Emeritus Rubric – Chair: TBD
Kendra, Austin, and Jason

IX. UAA Campus Committees

- A. Diversity Action Council
Representative: Tamika Dowdy
Alternate: Dawn Humenik
- B. University Assembly - Reporter:
Representatives: John, Kendra, Mike, Julia
Alternates: Dawn, Jason

- C. Facilities Space and Planning – Reporter: Falon
Representative: Falon
Alternate: Dawn
- D. Campus Safety Committee – Reporter: Tania
Representative: Tania
Alternate: Chris
- E. Institutional Self Study
Representative: VACANT and unknown if it will exist after the October visit
- F. Planning and Budget Advisory Council (PBAC) – Reporter: John **Meeting Canceled – No Report**
Representative: John
 - i. [FY20 Proposed Capital Budget Request](#)
 - ii. [FY20 Proposed Operating Budget Request](#)

X. UA Staff Alliance Committees

- A. Staff Alliance (pg. 23-24)
Representatives: Brenda, John
- B. Staff Health Care Committee - Reporter: TBD
Representatives: Kendra, Michelle
Alternate: Julia
- C. Staff Compensation Committee - Reporter: John
Representatives: John, Mike
Alternate: Krystal
- D. Morale Committee - Reporter: TBD
Representatives: Krystal, Chris
Alternate: Kyra
- E. Staff Emeritus Ad Hoc Committee – Unknown if this committee will continue
Representatives: August
Alternate: Julia

XI. SYSTEM-WIDE COUNCILS from Staff Alliance Membership

- A. Human Resources Council (pg. 25)
Representative: Brenda (temporarily)
- B. Research Council
Representative: John

XII. Informational Items

- A. Feedback to Service Component Resolution (pg. 26-28)

XIII. Open Forum**XIV. ACTION ITEMS****XV. Time Adjourn:**

UAA Staff Council Summary

Thursday, October 4, 2018

9:30 a.m.-11:30 a.m.

LIB 302A

Audio: 786-6755 | ID: 284572

[Link to Live Skype Meeting](#)

I. Call to Order

II. Introduction of Members

[P = Present X = Absent C = Call In]

2018-2019 UAA Staff Council Membership

		Term:	H/S			Term:	H/S
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P	John Moore (Co-President) College of Arts & Sciences	18-20 CP: 18-20	S	P	Austin Osborne Enrollment Services	18-20	H
P	Mike Swanson (Co-Vice President) Mat-Su College	18-20 CVP: 18-20	H	C	Mo Radotich (PWSC) Office of Admin. Services	18-20	H
P	Kendra Conroy (Co-Vice President) Business Enterprise Institute	18-20 CVP: 18-19	S	C	Tania Rowe Student Support Services	18-19	H
C	Alyssa Ament College of Engineering	18-19	H	C	Lorraine Stewart (Kodiak) Career & Technical Education	18-19	H
E	August Axtell Chugiak-Eagle River Campus	18-19	S	C	Amber Sweetland (KPC) Office of Admin. Services	18-20	S
P	Tamika Dowdy Alaska Middle College	18-20	H	-	Charlotte Titus Justice Center	18-19	S
C	Falon Harkins Parking Services	18-19	S	P	Chris Triplett University Advancement	18-19	S
P	Jason Hotch College of Engineering	18-19	S	P	Julia Vizcaino Residence Life	18-19	S
P	Dawn Humenik Student Government	18-20	H	C	Michelle Yerkes Human Resource Services	18-20	S
P	Kyra McKay Health, Physical Education & Recreation (HPER)	18-20	H				

H=Hourly/Non-Exempt S=Salary/Exempt

III. Approval of the Agenda (pg. 1-3)

Approved

IV. Approval of the Summary (pg. 4-7)

Approved

V. President's Report

A. Guest speakers

- i. Susan Kalina & Larry Foster, Institutional Self-Study Tri-Chair, Accreditation – 9:30am (pg. 8-22)

Larry and Susan emphasized chapters 1 & 5 in the Accreditation Year Seven Self-Evaluation Report.

- ii. Adam Paulick, Chief Information Officer/Associate Vice Chancellor, Information Technology Services, Office 365 & Team Works, ITS Updates, Q&A, 10-10:30am
Touched on Office 365 & Teams briefly.
IT Highlights: Telecom billing is changing. Long distance calling is cheaper and has gone down, so there is no charge for it anymore. Starting to bill annually between September and November instead of monthly. Minor desktop related charges are no longer being billed. Working on creating a desktop client with cisco phones to be able to make calls from their computers. Currently in a testing phase. A new CITO candidate should be appointed within the next few weeks.

VI. New Business

- A. Resignation – Charlotte Titus has resigned from the Staff Council
- B. Filling Vacancies – Mike will fill Charlotte's Staff Compensation Committee seat & Krystal is the new alternate. Julia will fill the University Assembly vacancy, Dawn & Jason will be listed as alternates.
- C. President Johnsen to be our guest speaker on Thursday, February 7, 2019. He would like talking points before his visit. Council members please send list of topics to Brenda & John.
- D. SW Voice – Delayed reports of misconduct (pg. 23-24)

VII. Old Business

- A. Staff Emeritus Review Process: Develop Rubric – Establish an ad hoc Staff Emeritus Process Committee to fall under Internal Staff Council Committee – Volunteers to work on Rubric? Kendra, Jason and Austin have volunteered.
- B. Staff Morale Survey – Discussion on including staff members location in the survey.
- C. Future Guest Speakers – Adam Paulick for tutorial on Office 365 & Teams, Claudia Lampman, Chancellor Cathy Sandeen, Interim Provost John Stalvey.
- D. FY19 Resolutions – Tie to FY19 GOALS and what we want to accomplish and work on in FY19.

VIII. UAA Staff Council Committees

- A. Communications & Marketing Committee - Chair: Tania (pg. 25)
Members: Tania, Kendra, Amber, Austin, Alyssa
- B. Staff Recognition Committee - Chair: Charlotte Krystal
Members: Charlotte, Krystal, Dawn, Mo, Julia
*The Committee will be recognizing the highest ranking nominee for September's Recognition Award during the week of 10/1.
*Current Committee Chair, Charlotte Titus, is stepping down from the Committee and the Council
*The Committee is meeting on Monday, 10/1, to select a new Chair and finalize the Award process.
*Email notification for Nominations for October's award will be open 10/10-10/28.
- C. Events Committee - Chair: August (pg. 26-27)
Members: Kyra, Chris, August, Jason
- D. Human Resources (Compensation & Benefits) Committee - Chair: Tamika (pg. 28)
Members: Falon, Tamika, Michelle, Mike, Lorraine
Working on the formation of an Onboarding Staff Mentor program to partner new staff with staff who have longevity at UAA.
- E. Ad Hoc Community Campuses – Chair: TBD
Members: Amber, Mo, Mike, Lorraine

IX. UAA Campus Committees

- A. Diversity Action Council

Representative: Tamika
Alternate: Dawn

B. University Assembly - Reporter:

Representatives: John, Kendra, Mike, **Julia**
Alternates: Dawn & Jason

C. Facilities Space and Planning

Representative: Falon
Alternate: Dawn

D. Campus Safety Committee

Representative: Tania
Alternate: Chris

E. Institutional Self Study

Representative: VACANT and unknown if it will exist after the October visit

F. Planning and Budget Advisory Council (PBAC) – Reporter: John (pg. 29-75)

Representative: John

X. UA Staff Alliance Committees

A. Staff Alliance (pg. 76-85)

Representatives: ~~Brenda~~, John

B. Staff Health Care Committee - Reporter: TBD

Representatives: Kendra, Michelle
Alternate: Julia

C. Staff Compensation Committee - Reporter: John (pg. 86-119)

Representatives: John, ~~Charlotte~~ **Mike**
Alternate: ~~Mike~~ **Krystal**

D. Morale Committee - Reporter: TBD

Representatives: Krystal, Chris
Alternate: Kyra

E. Staff Emeritus Ad Hoc Committee – Unknown if this committee will continue

Representatives: August
Alternate: Julia

XI. Informational Items

XII. Open Forum

XIII. Time Adjourn: 11:31

NWCCU Accreditation

On October 8-10 UAA hosted the NWCCU review team for the reaffirmation of accreditation site visit. The team met with over 140 individuals from UAA's campuses and also held three open forums. While UAA will receive the final decision sometime in February, it's worth taking a moment of celebration after more than two years of intensive self-study preparations. Congratulations everyone, and a huge thank you to faculty, staff and student governance!

Thank You! Thank You! Thank You! Thank You! Thank You! Thank You!



Curriculum

College Curriculum Committees

Vice Provost Kalina is meeting with college curriculum committees to learn about how curriculum processes work within their colleges, update them on the Associate of Applied Science program revisions, and answer questions they might have.

Compliance

Credit Hour Review

In compliance with the credit hour policy (BOR P10.04.035), UAA sampled 100 sections across the colleges from the draft Spring 2019 schedule. Of the sampling of sections, fourteen were identified where the required minimum contact hours did not appear to match the scheduled contact hours. Of those, one was scheduled in conjunction with a zero-credit lab, five included practicum/laboratory time or other off-campus components, five were rescheduled to add time, one includes an online component to supplement missing contact hours, and two will update the curriculum to reflect current practice.

Program Student Learning Outcomes Assessment

[Academic Assessment Homepage](#)

[IR-Reports Academic Assessment Repository](#)

Annual Academic Assessment Report (Deadline October 15, 2018)

As of October 29, 96% of the reports have been posted. The deans and community campus directors are now providing feedback to the programs.

Annual Academic Assessment Seminar: *Where Learning Matters*

Faculty and staff from every UAA campus participated in the Annual Academic Assessment Seminar on Friday, September 7th. Dr. David Marshall, Senior Scholar at the National Institute for Learning Outcomes Assessment (NILOA), was the keynote speaker. Professor Dan Kline (General Education) and Professor Kristen Ogilvie (Anthropology) were featured in a showcase of UAA assessment.

Materials from the Seminar are posted on the [Assessment Seminars, Retreats, and Workshops website](#).

The Faculty Senate Academic Assessment Committee, Academic Affairs, and the Center for Advancing Faculty Excellence are exploring bringing Dr. Marshall up in January to lead some charrettes during the Winter Teaching Academy.

General Education Workshop Series

Dan Kline, General Education Director, will facilitate a series of workshops and forums in AY19. The series will repeat in the Spring, culminating with the GER/AA/AAS Assessment Soiree in May.
(Note: registration links below allow participants to register for the date's workshop, forum, or both.)

Date	Location	Time	Title	Register
Fri 11/16	LIB 302A	10:00-11:30	GER Assessment Workshop 3: Assignment Design & Assignment Scaffolding	Register
		11:30-12:30	GER Forum: General Education & ePortfolios	
Fri 12/7	ADM 201	10:00-11:30	GER Assessment Workshop 4: GER Across the Curriculum	Register
		11:30-12:30	GER Forum: Looking Ahead in General Education	
Mon 5/6 - Tues 5/7	LIB 307	9:00-2:00	GER/AA/AAS Assessment Soiree	Register

Cyclical Academic Program Review

The programs up for review in AY19 and supporting materials are posted on the [Academic Program Review website](#) and in the AY2019 folder on [IR-Reports](#).

Program Accreditation

The **Computer Science BS** and **Clinical-Community Psychology PhD** hosted site visits in October. The **Paramedical Technology AAS** program will host a site visit in December.



Staff Council
UNIVERSITY of ALASKA ANCHORAGE

MOTION FY19-01

Staff Council Resolution Regarding Recognition of Veterans Day and Alaska Native Heritage Month

RESOLUTION: The Staff Council of the University of Alaska Anchorage (UAA) approves the following resolution to request that administration address the suggestion to honor Veterans Day and the Alaska Native Heritage Month in the month for which they are observed on the Friday holiday following Thanksgiving.

RATIONALE:

WHEREAS Veterans Day is observed on November 11th by many but not by UAA, and

WHEREAS Alaska Native Heritage Month is also in November with no formal recognition by UAA, and

WHEREAS Alaska has the highest percentage of military veterans in the nation, and

WHEREAS the University of Alaska Anchorage has a significant number of veteran students and employees, and

WHEREAS the University of Alaska Anchorage has a significant number of Alaska Native students and employees, and

WHEREAS one of our goals is to increase diversity within the university system, and

WHEREAS we have XX% of veteran students, XX% veteran employees, and

WHEREAS we have XX% Alaska Native students, XX% Alaska Native employees, and

Be it resolved that we, the UAA Staff Council ask that the day after Thanksgiving, on which the campus is always closed, be noted that this closure is in recognition of the service of our military veterans in protecting our country and in honor of Alaska Native Heritage Month.

Respectfully Submitted,

Brenda Levesque
Staff Council Co-President

Mike Swanson
Staff Council Co-Vice President

This resolution shall be effective immediately upon passage.

Staff Council voted on: _____
Date

Yes: No: Abstain: Absent:

Brenda Levesque, Staff Council Co-President _____
Date

John Moore, Staff Council Co-President _____
Date

Veterans Day originated as “Armistice **Day**” on Nov. 11, 1919, the first anniversary of the end of World War I. Congress passed a resolution in 1926 for an annual observance, and Nov. 11 became a national holiday beginning in 1938.

Who is a veteran?

A **veteran** (from Latin *vetus*, meaning "old") is a person who has had long service or experience in a particular occupation or field. A military **veteran** is a person who has served or is serving in the armed forces.

Who made up Veterans Day?

In 1954, after lobbying efforts by veterans' service organizations, the 83rd U.S. Congress amended the 1938 act that had made Armistice Day a holiday, striking the word “Armistice” in favor of “Veterans.” **President Dwight D. Eisenhower** signed the legislation on June 1, 1954.

Are you a veteran if you only served 4 years?

Some people with an honorable discharge do not think they are a **veteran** because they **only served for two years**, did not **serve** in combat or were not injured in the service. ... Under federal law, a **veteran** is any person who **served** honorably on active duty in the armed forces of the United States.

Who is Veterans Day for?

Veterans Day is an official United States public holiday, observed annually on November 11, that honors military **veterans**; that is, persons who served in the United States Armed Forces.

What flower is a symbol of Veteran's Day?

The remembrance **poppy** was inspired by the World War I poem "In Flanders Fields". Its opening lines refer to the many **poppies** that were the first flowers to grow in the churned-up earth of soldiers' graves in Flanders, a region of Belgium.

What are poppies a symbol of?

Poppies are herbaceous plants, often grown for their colourful flowers. ... Following the trench warfare in the **poppy** fields of Flanders during World War I, **poppies** have become a **symbol of** remembrance of soldiers who have died during wartime

Why veterans are so important?

Here are the two main reasons. **Veterans** are special. First, **veterans** are people who have spent part of their lives, from a few months to many years, serving our country in the military. This is very **important** because it means that without **veterans**, we wouldn't have the freedoms we often so carelessly enjoy.

What percentage of veterans are black?

11.4% The percent of veterans in 2014 who were black. Additionally, **78.9 percent** were non-Hispanic white; **1.5 percent** were Asian; **0.7 percent** were American Indian or Alaska Native; **0.2 percent** were Native Hawaiian or Other Pacific Islander; and **1.2 percent** were some other race. Nov 4, 2015

How many women veterans are there?

In 2013, there were **21.4 million veterans** in the civilian noninstitutional population, and **2.2 million** of those veterans were women. A number of factors can affect the labor force status of women veterans, including age and educational attainment.

How many veterans are living in the United States?

21.8 million veterans

There are **21.8 million veterans** of the U.S. armed forces as of 2014, according to the Census Bureau, approximately 10 percent of whom are women. To put that in context there are 319.2 million Americans, according to the bureau. Nov 10, 2014

What state has the most veterans?

California, Texas and **Florida** have long had the highest populations of vets. When vet populations are looked at in terms of percentage of adult population in each state **Montana, Wyoming, Alaska, Virginia** and **Maine** lead the list. May 29, 2014

What is November 11 11?

Remembrance Day (**11 November**) is a national holiday in France and Belgium. It commemorates the armistice signed between the Allies and Germany at Compiègne, France, for the cessation of hostilities on the Western Front, which took effect at **11:00 am**—the "eleventh hour of the eleventh day of the eleventh month."

Veterans Day is an official [United States public holiday](#), observed annually on November 11, that honors [military veterans](#); that is, persons who served in the [United States Armed Forces](#). It coincides with other holidays, including [Armistice Day](#) and [Remembrance Day](#), celebrated in other countries that mark the anniversary of the end of [World War I](#); major hostilities of World War I were formally ended at the 11th hour of the 11th day of the 11th month of 1918, when the [Armistice with Germany](#) went into effect. The United States previously observed Armistice Day. The U.S. holiday was renamed Veterans Day in 1954.

Veterans Day is not to be confused with [Memorial Day](#), a U.S. public holiday in May; Veterans Day celebrates the service of all U.S. military veterans, while Memorial Day honors those who *died* while in military service.^[1] It is also not to be confused with [Armed Forces Day](#), a minor U.S. remembrance that also occurs in May, which specifically honors those *currently serving* in the U.S. military.

Private Universities Should Honor Veterans Day

By [jglitalien](#) | Posted November 4, 2013 | Biddeford, Maine

I am a Veteran attending the University of New England in Biddeford, Maine and I am upset the university places so little importance on Veterans Day, a day set aside each year to honor those living Veterans who sacrificed so much for our nation. The school calendar shows a "Veterans Day Themed Event" from 12:00-1:00, but I have class at 12:30. In contrast, the university cancels class on another important holiday, MLK Day and in addition cancels classes from 12:00-2:00 two days later for the MLK Celebration. Classes are not even canceled for the 1-hour Veterans Day Event the school has planned and apparently no one can give me information about what this observance entails. I understand we must meet a required number of class hours and many holidays fall on Monday, but looking at next year's published academic calendar, the school has classes on Veterans Day and it falls on a Tuesday.

I have 2 ceremonies to participate in on Veterans Day, not including the ceremony on campus. All students should be given the opportunity to attend parades and ceremonies honoring our Veterans without risking academic penalty. If I attend the ceremonies I will be absent from class, I trust both my professors would excuse the absence because of their nature, but I will still miss the lectures which I prefer not to do. I have to pick between honoring a commitment I made and attend class or honoring my fellow Veterans. The Friday prior, Nov 8th, I will speak with students at Biddeford Elementary School about what Veterans Day is, why it's important and why we celebrate it, then on Veterans Day I will have to skip the ceremonies honoring our Veterans because my university doesn't feel it's an important holiday and I made a commitment to attend class.

I asked one of the Deans at the University why there was such a difference in how these holidays are observed and the response I got was that that most private universities don't observe Veterans Day and the 1-hour observance at UNE is more than most schools do. I was also told Columbus Day and Presidents Day are not observed either and was "encouraged" to take my concerns to the student government. I expected the Dean would forward my

letter to the university President, thinking Veterans Day was important, instead I got a pat on the head.

UNE takes a "long fall weekend" over Columbus Day weekend, taking Friday off instead of Monday. One could argue this is observing Columbus Day. I fail to see the logic in making the comparison of disregarding Veterans Day to Columbus Day or Presidents Day. We have Veterans on campus every day and to the best of my knowledge no student at UNE sailed on the Nina, Pinta or Santa Maria or served as President of the United States. I also don't agree with comparing UNE to other private schools, shouldn't UNE strive to do the right thing, regardless of what others do? It reminds me of my mom's analogy as a child "if everyone jumps off the bridge are you going to?"

While professors were attending graduate school, Veterans were providing the security our nation required so our lifestyles could exist. Without Veterans these institutions may not exist, these professors may not have had the opportunity to earn their advanced degrees. We owe so much to Veterans, but it seems private institutions of higher education have forgotten or may be oblivious to the sacrifices these men and women made so they could enjoy this opportunity. Ironically, the right these schools have to ignore Veterans Day was given to them by the very people they disregard every Nov 11th.

We are losing WWII Veterans rapidly. How important are these men and women to not only our freedom, but that of the European nations? It's hard to imagine what this world would look like if we didn't have these brave men and women fighting wars in Europe and Japan, bringing an end to the Nazis and pushing back the Imperial Japanese military.

Today, only 7% of people in our country can say they wore our nation's uniform. That is still more people than sailed with Columbus or served as President. Not only do Veterans attending college deserve this day of honor, they shouldn't have to choose between attending ceremonies in their honor or going to class. Veterans were taught discipline, respect for authority and commitment. Maybe it's an easy choice for some to skip class, but for others it's a difficult decision because it breaks the code we were taught to live by, honor your commitments.

Veterans bring knowledge, discipline and real world experience to classrooms. An Iraq or Afghanistan Veteran can bring an entirely different experience to a classroom discussion about these wars, something a professor that read about it in a book or a newspaper article can't bring to the class. It's also worth mentioning the tuition money these Veterans bring to these universities every year. According the GAO, the Veterans Administration spent almost \$11 billion on education benefits last year alone.

I was told I could treat Veterans Day as a religious holiday and I would not receive an academic penalty. I don't want permission to skip class or to treat Veterans Day like a religious holiday. It's not a religious holiday, it's a day of Honor. I challenge the University of New England and all universities and colleges nationwide to honor our Veterans, this and every Veterans Day. Is it too much to ask the semester start a day earlier or end a day later? Is it too much to ask classes are canceled for a couple hours so we can honor our Veterans?

Memorial Day we honor those who made the Ultimate Sacrifice for our freedom. Veterans Day we honor those who survived. Thank a Veteran, they have protected you every day of your life and will continue to do



Brenda Levesque <bllvesque@alaska.edu>

Honoring those who gave their all

1 message

UAA Community <uaa_community_dl@lists.uaa.alaska.edu>

Fri, May 25, 2018 at 10:32 AM

Reply-To: uaa_chancellor@alaska.edu

To: uaa_chancellor@alaska.edu

Dear UAA Community,

Roughly one in 10 Alaskans is a veteran.

In a state with the largest number of veterans per capita, and at a university that has been named Military Friendly for the 10th consecutive year, UAA understands the significance of Memorial Day, when we remember the more than one million Americans who have died in service to our nation.

Memorial Day honors the people who served with honor and distinction, as well as the families that miss them daily.

As you enjoy the Memorial Day holiday on Monday, please join me in gratefully remembering the service men and women who have given their all to our nation.

Be safe as you return to campus when it reopens on Tuesday.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sam'.

Samuel B. Gingerich

Interim Chancellor

You are receiving this email as a member of the University of Alaska Anchorage Community. This email was sent to your University provided @alaska.edu email address.



Brenda Levesque <bllvesque@alaska.edu>

Thanksgiving message from the Chancellor

1 message

UAA_Chancellor <uaa_community_dl@lists.uaa.alaska.edu>

Tue, Nov 21, 2017 at 11:38 AM

Reply-To: uaa_chancellor@alaska.edu

To: Uaa_Community_DL@lists.uaa.alaska.edu

Dear UAA Community,

Our shorter days are a reminder that it's the time of year to focus on the many blessings we have in our lives.

As we prepare to celebrate Thanksgiving, I want to share with all of you my gratitude for the work you do each day to create a campus community that focuses on student success and on making a positive impact on our city, our region and our state.

Students, faculty, staff and alumni—together we are UAA, a strong vibrant institution at the heart of what is the best of public higher education.

As you share the spirit of Thanksgiving with friends and family, please join me in remembering the men and women who serve to protect our freedoms.

To you and your loved ones, my best wishes for a peaceful and restful holiday.

With warm regards,

A handwritten signature in blue ink that reads 'Samuel B. Gingerich'.

Samuel B. Gingerich
Interim Chancellor

You are receiving this email as a member of the University of Alaska - Anchorage Community. This email was sent to your University provided @alaska.edu email address.

In celebration of Alaska Native Heritage Month

4th Annual Heyi nítw

*Dena'ina Athabascan term for
'celebrating the coming of winter'*

**Alaska Native
Cultures Club**

In collaboration with

**MSBSD
IEA PAC**

Tuesday, November 13

2pm—7pm

Glenn Massay Theater

FREE

***All-Day Alaska Native Heritage
Celebration featuring...***

- ***Native Musical Performances***
- ***Native Youth Olympics***
- ***Native Community Resources***
- ***Native Craft Workshops***
- ***Native Craft Bazaar***

2:00pm - Grand Entrance

5:00pm—Niqipiaq Potluck*

***FREE Wild Alaska Salmon
& Buffalo Tacos***

- ***bring a dish to share if you can***

6:00pm - Story Teller

Mat-Su College
UNIVERSITY of ALASKA ANCHORAGE





Staff Council

UNIVERSITY of ALASKA ANCHORAGE

Communications and Marketing Committee November Report

Committee Members: Tania Rowe, Alyssa Ament, Amber Sweetland, Kendra Conroy, and Austin Osborne.

1. At our last meeting, we discussed the edits for the October meeting updates.
2. We discussed the idea of having a one-page handout for orientation. Before we get to far into this process, Tania will be contacting Annabelle in HR to see if this is allowable. If it is, we need to determine who will be handling the duplication. We also discussed having a council member attend the larger orientations that happen twice per year.
3. One update went out in October.
4. The committee discussed our “Staff Solution Center” goal. This goal is a “big picture” goal. We are not sure if it can happen over the course of the year. We are going to start by looking at other University’s governance groups’ websites to get ideas.
5. We are all trying to think of new ways of communicating with other staff and other campuses. We think it is a good idea to use multiple ways to communicate our message.

Staff Council – Staff Recognition Committee Report for November 1, 2018

- Committee met on Wednesday, 10/24, 3-4pm in CPISB 101D
- Recent photos will be sent out when soliciting nominations
- Supervisor will be notified (cc'd) when emails are sent to the past month's nominees.
- Staff Spotlight – similar to "Amazing Stories". Highlight staff around UAA and community campuses about the cool stuff they do outside of work. We'd like to get this approved to put on Staff Council website.
- Electronic Thank You is up and operational. Adding a button to the "card" so that the recipient can send one themselves. "Want to send one"



STAFF COUNCIL

Events Committee October 2018 Report

Committee Members: August Axtell, Jason Hotch, Kyra McKay, Chris Triplett

Charge:

To identify possible professional development training and networking events for the university community.

Considerations:

- Identify possible events/professional training opportunities for the campus
- Identify possible resources, such as trainers or locations/room rentals, within a conservative budget, that are available to conduct professional development sessions/events.

Goals & Objectives:

- Improve employee morale through professional development sessions
- Improve dissemination of information/communications by including staff feedback for the types of events/professional development workshops offered.

Committee Updates:

Professional Development Workshops: Pending results/findings of the UAA staff morale survey, to identify and finalize specific areas of professional development requested by staff.

Open House Events:

- Employee Development Day: Pending a formation of the committee for Employee Development Day, at which time, the Events Committee will see if we may include a networking event where departments may host tables with information about campus services.
- Ice Cream/Dessert Socials: Tabled to the committee December meeting.

Scavenger Hunt

Tabling this idea at this time; we may consider this idea in the future.

Building Tours

We will begin researching possible UAA facility/building tour opportunities. The committee hopes to offer the first building tour either November 19th or 20th (pending confirmation with building manager) as well as one in mid-December. This will be an opportunity for staff to not only view campus facilities, but also network with their peers at each location. Employees will be able to register for the tours via an online form, and the tours will be advertised in the Seawolf Daily.

HR Subcommittee: Hiring Practices & Performance Evaluation

Meeting Date: October 22, 2018

Meeting Time: 8:30am – 9:00am

Attendees: Tamika Dowdy, Mike Swanson, Michelle Yerkes, Lorraine Stewart

Meeting Minutes:

1. Falon/Michelle Update: Still moving forward on Benefit things that employees don't know much about. Way to get out information about benefits people don't know much about. Will contact Staff Council Marketing Subcommittee.

E-mail from Ron Kamahale – no liability with mentor program. Definitely do-able. Implementation set for spring. Will work on defining what a mentor is.

We will ask Staff Council if we have a logo for Staff Council.

2. Mike and Michelle on **Benefits & Compensation**. System-wide request – want 3% COLA and 3% merit based increases. Idea of docking supervisors of underperformance. System wide – 3% cola and up to 2% merit. We are waiting for word from President Johnson after analyzing the compensation survey.

40% of UAA staff are at least below average. Staff Alliance appears to be unimpressed with the study. HR needs to fully digest the compensation study before results are made public. According to Mike the BOR released the study and distributed in their minutes.

Wage increase freezes has lifted, but increases, exceptional step, etc. must be approved by Campus HR Directors.

John Moore and Mike Swanson both sit on that committee within Staff Alliance. In terms of resolutions, we need to wait and see if they agree with our issues.

Mike weighed in on John Moore's ideas about resolutions. One potential resolution that comes to mind is one that intersects with HR with what happened with Brenda, Co-president of staff council. Brenda is an hourly employee, and was told she needs to give up some of her governance abilities, so she has been pulled from a few of her governance duties. Staff Council is considering a resolution pertaining to hourly employees to serve in governance capacity. Still is the employee's responsibility to request approval to serve in governance. Before supporting a resolution on this issue, our subcommittee believes we need more information.

3. Lorraine and Tamika discussed staff and supervisor training and looked at models. We feel good that we have great initiatives for this year hiring practices and training. Look at some sort of recognition to motivate them to take the training. Believe it should come from HR after looking at best practices. We also need to meet with Ron Kamahale and get buy-in. HR Department at UAF has similar training. We will bring this up to Staff Council for their thoughts.

Mike send two questions to HR regards to Hiring. Believe this something really needed and wanted by supervisors.



Staff Alliance Meeting Report October 19, 2018

One change to AGENDA to move filling Vice Chair to the November meeting or earlier.
AGENDA approved with change.

Human Resources Updates from September.

Chair's Report: Discussion with President Johnsen re Total Compensation Study and the new Gateway program for students.

Discussion re situation of non-exempt/hourly leadership not being able to fulfill their obligations and what should be done to avoid this happening in the future. John and Brenda hope to meet with Chancellor Sandeen to review. Also propose a Resolution to support future leaders. Update to UAA Staff Council membership and leadership PowerForms so the time commitment is very clear from the beginning of taking a seat on governance.

UAA Staff Council Update: John provided the update.

UAF Staff Council Update provided by Matt.

Kara Axx, President, has had to move out of state and resign from her UAF Staff council position. Matt has moved to the President position. They will select a new Vice President at their next meeting. At their last meeting there was discussion regarding the overuse of term funded employees and to address with leadership and see what can be done to avoid this.

UAF going to a new website with OU.

Misconduct policy addressed.

UAF does not have a pet policy and council would like to draft one to forward to their leadership.

January nominations for new Staff Council members for the January membership. Leadership is then determined/voted on for the beginning of each new fiscal year.

Discussion re lift on freeze and not really a lift.

Results of UAF Morale Survey to be posted soon.

UAS Staff Council Update Provided by David.

Need for Title IX presence.

Would like to move their convocation to an earlier date.

Strategic Provost meeting at end of the year.

Getting ready to do their Morale Survey.

Recognition awards discussion.

SW Administrative Assembly update by Morgan & Josh.

Results of their Morale Survey:

Job security concerns.
Not looking for outside employment.
50-60% low morale
35-40% morale improving
Lack of competitive pay.
More leadership transparency – trust in leadership is needed.
They now have a breakroom in Fairbanks for all UA employees.
How are bonuses used at UAA and UAF? Share Forms to UA for them to use as a guide.

SHCC

Developing a Newsletter
Getting ready for info re RFP of health insurance plans.

JHCC

Discussion re genetic coverage with a counselor to assist with this knowledge. Earlier detection of cancer. Maybe a benefit but the maintenance drug is very expensive

Compensation Committee

Hoping to meet very soon and discuss many issues.

Morale Committee

Has not met but interested in continuing the conversation to have a system-wide survey.

Ad Hoc Staff Emeritus

Now in the hands of leadership. It was noted that UAA now has a committee to develop a rubrics for emeritus reviews.

System-wide Human Resources Council

Organizational Culture – “Beginning of a new Journey”.

Compensation Survey. More info needed for Faculty as to how comparative schools were selected. Also why the cost of labor rather than the cost of living was used in this survey.

Salary freeze and will it be lifted – end of October, 1st of November.

Retroactive increases – probably not.

Discussion re HR classifications for faculty – FN, FR, F9, Regular faculty to Program Director – what classification?

Diversity & Inclusion Plan and best practices.

UAA – working on a diverse applicant pool.

New hire paperwork and recruitment alignment will be done simultaneously with staff and faculty.

On-Going Business

Travel Regulations Feedback (UAF to provide feedback in email)

New Policy on Reports of Misconduct

November 15 Leadership Forum in Fairbanks

Adjourn

System-Wide Human Resources Council Summary Report
September 26, 2018
NO MEETING HELD IN OCTOBER

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Staff Council

UNIVERSITY of ALASKA ANCHORAGE

RESOLUTION FY18-17

Staff Council Resolution Regarding Staff Service Components in Positions Descriptions

RESOLUTION: The Staff Council of the University of Alaska Anchorage (UAA) approves the following resolution requesting University of Alaska administrators to include a 5% allotment in staff position descriptions dedicated to service to the institution and community.

RATIONALE:

WHEREAS, committees, task forces, and councils are foundational to the operation of the University, and

WHEREAS, staff members offer unique and invaluable perspectives into decision making and shared governance at the institution, and

WHEREAS, service components are a common part of faculty contracts, and

WHEREAS, Staff Council has suffered from a series of resignations due to time constraints of members and lack of supervisor support despite Staff Council requiring approximately 5 hours of time a month, and

WHEREAS, the institution has expressed values focusing on community partnerships and engagement with the public square, and

WHEREAS, this change would demonstrate the institution values staff perspective in areas such as governance, search committees, event committees, etc.;

THEREFORE, be it resolved that Staff Council formally requests University administrators to direct departments to include a 5% allotment in positions descriptions dedicated to service to the institution and community.

Respectfully Submitted,

A handwritten signature in black ink that reads 'Ryan J. Hill'.

Ryan J. Hill
Staff Council Co-President

This resolution shall be effective immediately upon passage.

Staff Council voted on: _____
Date

Yes:_____ No:_____ Abstain:_____ Absent:_____

Brenda Levesque, Staff Council Co-President

Date

Ryan J. Hill, Staff Council Co-President

Date

UAA Staff Council Resolution Feedback Resolution Regarding Staff Service Components July 27, 2018

Thank you for reaching out to the UAA Human Resources office and to myself as the UA Chief Human Resources Officer regarding the proposed UAA *FY18-17 Staff Council Resolution Regarding Staff Service Components in Positions Descriptions*. The proposed resolution has been reviewed and discussed by all the Human Resources offices and the Human Resources Council at their July 25th meeting.

Per University Regulation 03.01 - Faculty, Staff and Student Governance F. Membership Responsibilities. "Serving on university governance groups is considered to be within the regular work duties of university employees and is supported by the university." Additionally, the regulation states it is understood that while governance participants' primary responsibilities are performance of the duties for which they are employed, supervisors and employees will coordinate to ensure that departmental and governance needs are met.

While faculty having a service component in their contract is common as part of a tripartite appointment, not all employees are serving on governance bodies. The duties of a staff member are not the same as a faculty member. However, it was agreed that it is important staff share in the governance of the university, and our university culture should be one of support. To that end, regulation 03.01 also states that staff governance groups at UAA, UAF, UAS and SW receive their authority from their cognizant chancellor.

With the feedback and the regulation in mind, I would suggest that UAA Staff Council meet with the chancellor to discuss how support and recognition for staff participation in governance can be communicated and shared with supervisors. As there will be a change in leadership come September, perhaps the communications can be started now and then continued with the new chancellor once she is on board. Interim Provost Dr. John Stalvey is a regular member of the HRC in his role as Dean of the College of Arts & Sciences, so he may also be a great resource to the conversation.

Staff participation in governance is vital to the university and I hope this moves everyone forward in a positive direction. Thank you again for the opportunity to review and share with the HRC and our HR offices for input. Please let me know if you have any other questions.

Best,
Keli

Keli Hite McGee
Chief Human Resources Officer
University of Alaska
(907) 450-8228