**UAS Staff Council Minutes**

***September 18, 2012 @ 1:30 pm***

***Juneau (Egan); Sitka (Room 110); Ketchikan***

**Attendees:**

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| Gwenna Richardson, President  Mae Delcastillo, Vice-President  April Susky, Secretary  JJ Cunnington, Juneau Member-at-Large  Absent: none.  Guests: None. | Marianne Ledford, Ketchikan Member-at-Large  Kim Davis, Sitka Member-at-Large  Members of the Public: Dayna Mackey |

**September Agenda**

September’s agenda was reviewed and adopted with the following changes:

* 1. The Staff Alliance Survey was removed from “Other Business.”
  2. Under “Committee Updates,” item “a. training/wellbeing” was replaced with “advocacy” to reflect the new name of that committee and item “c” was removed because it was a typo.

Marianne motioned to adopt the revised agenda; Kim seconded.

**June and August Minutes**

A number of editing suggestions for the June and Staff Council Retreat Minutes were made and noted by the Secretary. One substantive correction was that the next Staff Council Retreat was moved from December to November.

Kim motioned to adopt the minutes for the June meeting and the retreat with the recommended changes; Mae seconded.

April motioned to move adopting the August minutes to the October meeting; Marianne seconded.

**President and/or Vice-President Report**

1. Chancellor’s Meeting (Sept. 10 2012)
2. Chancellor Pugh said the FY 14 budget is not yet close to being finalized.
3. The disparity between rules at different campuses regarding non-resident tuition was discussed.
4. Term faculty are now required to have performance evaluations.
5. UAS is preparing for accreditation now.
6. Vice Chancellor Danielson discussed employee evaluations, percentages.
7. This September UAS will pilot electronic timesheets for exempt employees.
8. The Student Success Forum meets the second Tuesday of every month.
9. Staff Alliance Meeting (Sept. 11 2012)
   1. A survey was sent to all staff, and a blog will be set up to report results.
   2. A BOR agenda and budget will be posted on the web which will show a project increase for next year: 2-3.5%
   3. There was no healthcare update, but administration is looking harder at the opt-out option.
   4. Mae and Gwenna will be working on the grievance process.
   5. There is massive turn-over in the Governance Office.
   6. Tuition waiver changes will be presented at the BOR meeting.

**Committee Updates**

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| The Staff Training/Wellbeing Committee brought the following recommendations to Staff Council: 1) Keep Thank You cards on hand that are both signed and unsigned by Staff Council members; 2) Anniversary cards should go to Gwenna on 1st day of the month preceding the month of anniversary date, then to the Chancellor and then back to Dayna; 3) Change the staff training in March to the 20th to avoid Spring Break; 4) the November training topic should be changed to writing for the web; and 5) send training topic changes to Nicole Duclos so she can post them on the web.  Also, the name of this committee has changed to “Staff Appreciation and Training Committee.” |
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**Campus Reports**

1. Juneau – JJ. IT has a new infrastructure manager, mark Thompson. Media Services has a new job opening. Evening at Egan has started.
2. Ketchikan – Marianne L. The parking lot is done. There was a harbor cruise to raise money for a scholarship.
3. Sitka – Kim D. There was a CTE Open House on Sept. 21.

**Other Business**

a. Staff Council were directed to turn in their travel Authorizations for the November retreat; we will fly in to Ketchikan on the 5th, and the retreat will take place Nov. 6-7. They need to be signed by supervisors, sent to Madeleine L. for approval. Send signed and approved TAs to respective campus travel persons and send copies to Gwenna. Ketchikan is doing the PO for the hotel.

b. Staff Council will change the Spring Dates for the Sitka retreat at the next meeting.

**Adjournment**

Marianne motioned to adjourn; Mae seconded.