

UAS Staff Council Minutes

April 17, 2012 @ 8:30 am

This meeting will be conducted via video, please see your location below:

Location: Novatney Conference Room (Juneau) • Room 106 (Sitka) • P303 (Ketchikan)

1. Call to Order and Roll Call

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|---|---|
| <input checked="" type="checkbox"/> Gwenna Richardson, President | <input checked="" type="checkbox"/> Marianne Ledford, Ketchikan Member-at-Large |
| <input checked="" type="checkbox"/> Mae Delcastillo, Vice-President | <input checked="" type="checkbox"/> Kim Davis, Sitka Member-at-Large |
| <input checked="" type="checkbox"/> Debbie Muller, Secretary | <input checked="" type="checkbox"/> Members of the Public: Cheryl Stromme, Nicole |
| <input checked="" type="checkbox"/> Mischelle Pennoyer, Juneau Member-at-Large
(via audio) | Duclos, Denise Blankenship, Nicole Rogers,
Hildegard Sellner |

2. **Adopt the Agenda** – as amended; Marianne Ledford moved, Kim Davis seconded, passed unopposed.

3. **Adopt the Minutes for March** – move to May meeting; Kim Davis moved, Mae DelCastillo seconded, passed unopposed.

4. President and/or Vice-President Report

a. **Chancellor's Meeting (see attached agenda)** Chancellor Pugh – Safety Moment – be careful walking – construction; Provost Caulfield – accreditation Sept 2013, Regents Meeting April 12/13; Faculty Senate – Dan Montieth – working on Faculty Handbook, Math 106, add'l GER options; Joe Nelson – orientation process, Financial Aid – Corinne – tuition waiver, 500 – 15 credit; Keith Gerken – Master plan, 4/23; Michael Ciri – UAS Online announcements to certain groups; Katie Bausler – vest order

Jessie Grant has left University, position duties divided between Joe Nelson and Stephanie Self, work on hire or keep as above.

b. **Staff Alliance Meeting (see agenda and attachments)** – Mae Del Castillo reported that Juella Sparks had a one to one meeting with President Gamble re: Communication and System Governance; HCC Task Force has been approved - One Time/One Mission review and make recommendations to JHCC and President – Staff and Faculty can attend if interested; Constitution and Bylaws “across board;” Draft Education benefit – motion we were opposed to SAP applying to employees, ABC options.

Survey on Tobacco – Gwenna Richardson sent all comments to SHCC to combine with other MAU's – next meeting in 1 week.

Code of Conduct – UAF Set up, still some work -

Performance evaluation team working on 1 standard from throughout whole UA system and more enforcement having them done, 3 ½ form agreed on, President doesn't like it, so sent back; President is doing one, he wants Code of Conduct included. Is staff going to be part of process – adopting, approving, and suggestions? Haven't heard his thoughts...discussion here...one part of which was that “he learned his lesson” re: purpose of Staff Alliance to filter before feedback given...refresh our relationship with President Gamble (honeymoon over)

Additional conversation on the Code of Conduct –

It's more like a code of misconduct – what is going to happen if you don't “behave”

What happened to warrant this?

It's more negative, accusatory

Caught off guard

Possibly Statewide issue prompted reaction?

Embarrassing to professional employees

Why did he do it himself and not go through Donald Smith CHRO?

Did Donald Smith gave him the information?

Health Care increases

Education waiver – even though all MAU’s sent resolution(s) no effect.

Appointment vs. hiring

c. System Governance Meeting (did not meet)

5. Committee Check-in

- a. Communication: Debbie No Report
- b. Healthcare: Elizabeth not avail SHCC Tobacco user/non-user survey got a lot of responses, a lot of good ideas to Staff Alliance, forward to JHCC & President Gamble, Gwenna Richardson will send out to Staff Council members
- c. Training: Dayna 4/18 will be Ericka Van Flein, Kirk McAllister and Jim Danielson about Health Care; Gwenna has sent comments, questions and complaints to Ericka who is combining all MAU’s
Will Dayna still be doing committee next Fall? Gwenna Richardson is for it, will revisit after elections.
- d. Wellbeing: Marianne, Mischelle, and Kim Marianne suggested they discuss the Staff Excellence Award in “other business”
Mischelle says she is half-way through printing anniversary acknowledgement cards; Gwenna suggested sharing the printing with other committee members, Mae volunteered to help, as well.

6. Campus Reports

- a. Juneau – M. Pennoyer Development Office Alumni Event raised \$16,000 - \$13,000 from the auction portion and \$3000 direct donations – about 100 attendees; Alaska Coastal Rainforest Symposium, 3 days Tues., Wed., Thurs. 260 people signed up; Poetry contest at Library; Alaskan Poet Reading at the Bookstore; next month – Campus Master Plan event.
- b. Ketchikan – M. Ledford 2 person play – “Oleanna;” Student Government had “Finals Feast;” there will be an end of year BBQ/picnic at lake on Sunday after graduation; open mic night poetry contest; campus is resurfacing parking lot – so 1 door for entire campus.
- c. Sitka – K. Davis Hosting Staff Council retreat; Registration for Fall ongoing; looking for wording for website, so have signs up around campus requesting alternate words; Staff Development 5/18; Pancake Feed; Bike to Work; graduation 5/4.

7. Other Business

- a. **Tobacco Use Survey Update** – Gwenna Richardson will send out a copy of the forwards of suggestions, comments and complaints. 80% weren’t complaints or against users – more suggestions and/or aids to assist users.
- b. **May Staff Development Day in Juneau** – Moved to afternoon – it is on 5/16
- c. **Staff Development Day Committee (Staff Council) -**

Discussion about Mae and Mischelle being informed by Kirk McAllister that this is the last one he is doing...that it is being handed to Staff Council; however, Mischelle had a follow up conversation with Kirk about an email that was requesting a chairperson for the committee – buried further in the email was the Staff Council taking the duty.

There is some confusion about Staff Council taking the duties or if Juneau Campus would chair a good working committee. Gwenna Richardson stated that if Staff Council is to take over, the entire MAU would need to be included in the discussion.

- d. **Elections – Timeline** – Gwenna working with M____; nominations by week from yesterday; elections 4/30 through 2nd week of May; even employees that work less than 12 months can vote; announcement of new Staff Council 1st meeting in May; Constitution and By-Laws – overlap VP and President, so don't have to restart every year – continuity; in nominations or opt to re-run, include brief bio.
- e. **New Staff Award (Wellbeing Committee) Discussion** – Marianne Ledford stated it is NOT “Staff Make Students Count” – any staff member is eligible, easy to nominate. “lighter,” award would be a “desk item;” do we want to continue forward? Hasn't seen much interest in the awards already in place – “Staff Make Students Count” had 2 nominations, Ketchikan Advisory Council had 2 Staff and 1 Faculty nomination; not seeing energy around awards; does anyone want?; doesn't anticipate a Ketchikan campus response; Mae DelCastillo thinks it's a good idea, since not all staff work with students, this would be more inclusive. Nicole Duclos suggested “advertising;” Denise Blankenship said Faculty and Student Excellence had lots more interest this year; Ketchikan has internal faculty excellence; Juneau has faculty excellence – very vocal, starting to gel. Chancellor has supported “show me something for all the campuses.” There is regional faculty; Nicole Rogers – there are more awards than pl...; Hildegard Sellner suggested the winner receive a tour of the campuses, to which someone suggested she join Staff Council; Marianne Ledford said there is a small staff at Ketchikan, eventually would give it to whomever hasn't gotten it yet, just to keep it going around. Gwenna Richardson wants to take to Chancellor – not Staff Make Students Count, because not all deal with students. Marianne Ledford said “punitive, not a lot of positive.” Chancellor may have ideas. Kim Davis thinks we should. Mischelle Pennoyer wants to hear what the Chancellor has to say – maybe higher participation would translate to a meatier award.
- f. **Leave Share Regulation** – Mae Del Castillo approached by employee who expressed confusion about the policy...had thought people could donate some to maternity leave...Kirk McAllister referred to “catastrophic medical event,” statewide website statement “eligible for family medical childbirth” need to define or go to ___???_____...3/16/2010 resolution submitted by UAF, Faculty, Staff, amend to permit, couldn't find in BOR if resolution passed...Mae told Kirk she would research, Gwenna Richardson said to contact Pips Veazey UAF Faculty Council President to find out what happened with resolution. If it did pass, why isn't it there? Nicole Rogers said that the University kind of relies upon the doctor to sign the paperwork indicating it is “catastrophic.”
- g. **Pre-School/Day Care @ UAS** – Julie Staveland joined...someone outside the UA community who is a degree candidate MAT at UAS, preschool near Chapel by the Lake, very passionate, would be Program Director, great place w/room for expansion. Would need Church, Trustee and University approval; was history – Auke Bay Coop 1967; parent-run, hire 2 teachers, and parent volunteers, M-F 9-12, playground, rent rooms at Chapel, Day-care or expand preschool; UAS & Juneau community – available to UAS students as well as faculty and staff; drop off; Anne “spearhead” “former” has met with Chancellor [previously...] After a model here, possible to expand to Ketchikan and/or Sitka...Mischelle Pennoyer “available to students, Strategic Plan has identified need”... Fairbanks has Bunnell House...Kim Davis...Sitka may already work with a day care...
Someone said “we've lost early childhood education...Comm. And Tech – Fairbanks, possibly have at Career Ed/Tech here now....
Licensed in 3 months, which comes with benefits – grants and assistance from SFA.

Gwenna Richardson said to include Chancellor, Jim Danielson, Kirk McAllister, Dan Montieth for Faculty representation and Student representation.

Mischelle Pennoyer – task force or ad hoc committee? Look for...

Ongoing for quite awhile, Heather Swanson started committee way back, can read what before and why it didn't go. Julie Staveland wondered how to fund, keep out of the "red" in early '90's had a day care that closed for monetary reasons...

Heather's number 1 priority during her tenure, space, CNA's or in nursing program.

Gwenna Richardson – handled in Juneau, work on, include faculty & student; Heather still approachable and Gwenna has her email; Julie will help Mae.

8. **Public Comment** – Nicole Rogers – Tobacco Question – was it a JHCC issue?
Lockton (Laughton?) advisory group advised JHCC, Thirty-some recommend to JHCC on how the University could cut costs, 1 item was tobacco surcharge, 20 other items discussed...
Admin. & Staff – for/against; Faculty Local 670 against/for – back and forth, agreed to put stuff off; too much time for people to understand; Staff HCC said "NO" eliminate some drugs, moved to higher \$ plan, hitting staff – staff have biggest numbers, smallest participation and voice; Tobacco surcharge, faculty against – what's next? Go after people who are overweight, high blood pressure, diabetic, blue eyes instead? Not one of the reasons our costs went up; JHCC recommendations weren't considered; go to the website; Donald Smith; SHCC JHCC to admin to Pres. Dynamics have changed – no Beth Behner, individual that don't know how Univ. works, rural campuses – total number of employees larger than an MAU; SHCC still reorganizing; can contact Staff Alliance members of JHCC directly.
9. **Adjournment** – Kim Davis moved, Marianne Ledford seconded, passed unopposed.
10. **Next Meeting Date: May 15, 2012** – Marianne Ledford will go to Juneau.

Attachments:

- Chancellors Cabinet Meeting
- Staff Alliance Meeting Agenda & Attachments
- 2012 March Minutes Draft