

# UAS Staff Council Minutes

*June 19, 2012 @ 8:30 am*

**Location:** Novatney Conference Room (Juneau) • Room 110 (Sitka) • P515 (Ketchikan)

**Toll-Free Number<sup>1</sup>:** 800-893-8850 **Participant PIN:** 8036459

## 1. Attendees

Gwenna Richardson, President yes  
Mae Delcastillo, Vice-President yes  
Mischelle Pennoyer, Juneau Member-at-Large  
April Susky, incoming Secretary

Marianne Ledford, Ketchikan Member-at-Large

**Absent:** Debbie Muller, Secretary; Kim Davis,  
Sitka Member-at-Large

**Guest:** Chancellor Pugh (online)

## 2. Adopt the Agenda

Mischelle motioned to adopt the agenda with the change that the cash-in leave be added to “other business.”  
Marianne seconded.

## 3. Adopt the Minutes for May

Mischelle motioned to adopt the May minutes with the change regarding the results of the Staff Council election. Mae seconded.

## 4. President and/or Vice-President Report

- a. The Chancellor’s Meeting was cancelled.
- b. Staff Alliance met on June 12. The “Staff Makes Students Count” awardees are posted online. The System Governance Office is in a restructuring, transitional period with Pat Ivey and Dan Julius are leaving. The constitution has been updated. Upcoming topics include: healthcare; the WIN program, which will be in place for another year; and a trial period for the annual leave cash-in. Staff Council was late to send in a memo to continue for one year and administration has decided not to continue it; on July 1 it will be necessary to have 40 hours on the books before employees can get 40 hours cash-in. There will be no meeting in Staff Alliance meeting in July.
- c. The System Governance Meeting was cancelled.

## 5. Committee Updates

- a. Communication: Debbie Mueller
  - b. Healthcare: Elizabeth Williams
  - c. Training: Dayna Mackey
  - d. Wellbeing: Marianne L, Mischelle P, and Kim D
- Next Meeting Date:  
Next Meeting Date: 6-27  
Next Meeting Date:  
For next fiscal year SC working with Jim Danielson on Staff Day  
Next Meeting Date:  
Cards—25 left to print

## 6. Campus Reports

- a. Juneau – Mischelle P.—Enrollment Day is Friday. All students who come in on that day and complete the application for admission process (forms, placement testing, get their picture ID, and sign up for Orientation) will have their admission fee waved.
- b. Ketchikan – Marianne L—the interim Campus Director is in place, and UAS-Ketchikan is starting its search for new Director. The parking lot is under construction. There will be increased placement testing in mid-July.

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<sup>1</sup> Note that this conference line has limited capacity; we encourage people to attend the local meeting with their campus representative.

- c. Sitka – April S.—A number of staff positions are open. Building renovation completion is hopefully going to be in September. The Student Success Center is in transition, and website renovation is ongoing.

**7. Other Business**

- a. Tuition Memo—the Staff Alliance memo went forward to Pres. Gamble; BOR must approve but they are not meeting till Aug.
- b. June Retreat—Staff Council wishes to extend its thanks to Chancellor Pugh and Vice Chancellor Danielson of Administrative Services for participating.
- c. FY13 Budget Request—Gwenna sent budget request to Chancellor and John Pugh says that he has approved it; turn in Nov TAs in July, and Gwenna wants copies of TAs.
- d. FY13 Calendar of Events-- look at calendar of events that is attached in Share Drive, notes added at end to tell them what question marks mean, look at calendar, give April events to add to calendar

**8. Public Comment**

John Pugh thanked SC for inviting him and Jim Danielson reminds SC that he really wants us to promote Skillsoft education for staff development. Mr. Danielson also mentioned that the requirement for annual evaluations has not been part of UAS culture over years, with supervisors largely avoiding evaluations. But he stressed that he is committed to instituting this practice and promoting the positive job growth that evaluations can foster.

**9. Adjournment**

Marianne motioned to adjourn; Kim seconded.

**10. Next Meeting Date: August 21, 2012 1:30-3:00**

Whether Staff Council should use video conferencing during its meetings to save money was discussed.