

UAS Staff Council Meeting Minutes

Wednesday, September 13, 2017 9-11 a.m.

Ketchikan Campus, Z 114; Sitka Campus, Rm 110;

Juneau Campus, Chancellor's Conf. Rm. 204

1. Call to Order and Roll Call

1. Kolene James, President, 2016-2018
 2. Kiwana Sutton, Vice President, 2017-2019
 3. Michelle Warrenchuk, Secretary, 2017-2018
 4. Trisha Lee, Member-At-Large Juneau, 2017-2019
 5. Marianne Ledford, Member-At-Large Ketchikan, 2017-2019
 6. Amelia Budd, Member-At-Large Sitka, 2016-2018
7. Members of the Public - Simone-Jaggers-Radolf –Project Manager for Planning the University of Alaska College of Education

2. Adopt Agenda - Kiwana motions to approve the minutes. Michelle Seconds

3. Approve July Minutes – Michelle motions to approve with the change of Marianne to Gwenna on Day 1 Item 1.b. and Day 2 Item 1.b. Marianne seconds. Kiwana will make these corrections to the minutes from June's retreat.

4. President and Vice President updates

- Introduction to the style of today's meeting – Working meeting to finalize Constitution and Bylaws
 - The goal is to get these sent out to Staff within the next week
- Chancellor's Cabinet Meeting follow up and feedback
 - The questions were very well received and well written for this audience. They were inclusive resulting in great participation by our leaders
 - Michelle is going to put the comments up on the website from both staff and cabinet members comments by next week
- Vice President Updates on Staff Alliance meeting in Fairbanks
 - President Johnson come and spoke, Michelle from Finance spoke on budgets and Strategic Pathways
 - Comparison and discussions on all UA staff councils, Anchorage seems to have a really great Staff Council
 - Karen ??????? with care accounts spoke
 - Discussions were held by Geoff Bacon on pros and cons of Unions
 - Anchorage and Fairbanks appear to be leaning towards a Staff Union especially with Strategic Pathways but it would take an agreement from all 3 campus before this could happen
 - Lots of continued discussion amongst us about inviting Bacon to a Staff Council meeting to be informed of Union pros and cons as well as

5. Budget:

- Review Worksheet from FY16-17
 - Thank you line item can be removed from the budget worksheet
 - Discussion about the thank you cards and signatures; we all agreed that we can sign for Sitka and Ketchikan for cards

- Kenny provided some great tips for the memo for the Staff Council compensation (not a budget line item) that has to be written to Chancellor for compensation discussion were moved to next agenda item

6. Staff Council Compensation:

- Compensation of time for Staff Council Elected Committee members
 - Memo for Personal Leave Days of up to 5 days per term for elected Staff Council members
 - This would be a good incentive to participate in Staff Council
 - A meeting with HR will be scheduled to discuss HRs compliance, approach, how days could be recorded on timesheets and approval process with supervisors
 - Meeting tentatively scheduled for September 20th 9:30-10:30AM
 - Marianne asked what would happen if someone left staff council, what would happen to those compensation days? How would they be tracked?

7. Constitution revisions:

- Go over revisions from retreat, approve updates
 - Google docs has the latest revisions, Kiwana will update as we do the final edits today
 - An old version will be provided with the final document when it is submitted to Chancellor
 - Marianne asked about Article VI Elections and Vacancies if this could be reworded to read *the offices have the responsibility to fill the vacancy through a special election or*see final draft for approved text
 -
- Send to all staff for their review and feedback in the next week
- Make any necessary edits and send to Chancellor for final approval

8. Bylaws Revision:

- Go over revisions from retreat, approve updates
- Discuss content on Past President in Constitution
 - Strike out B.2 and B.3
- Member-at -Large
 - Section E.1 was reworded to add *as needed* at the end of this line
- Send to all staff for their review and feedback
- Make any necessary edits and send to Chancellor for final approval
 - When we get this back discuss if we want to add any details on compensation if any is granted/approved - TBA

9. Staff Council Committees:

- a. Chancellor's Advisory Committee on Equity and Cultural Safety-Kolene
 - Have not met yet this year due to scheduling and Lance Twitchell's 10 year application
- b. Staff Alliance Morale Movement-Kolene and Amelia

- Kiwana will follow up with Ryan from UAA staff council about the second survey, this would be a good Agenda item for the next meeting
- c. SPBAC-Kolene
 - Enrollment and retention is not being ignored
 -
- d. Staff Alliance SHCC-***Trisha** is serving on this committee as of July's meeting
 - Have not met yet
 - JHCC = Joint Health Care for faculty & SHCC = Staff Health Care Committee
 - We need a staff member to serve on this committee with Trisha? ???
- e. Staff Alliance Compensation-Michelle
 - Have not met yet
 - Michelle brought up that she is working on Whale Card discounts for all UAS Students, Staff, and faculty
 - It would be great to get some assistance from the Development office looking into this
 - Kiwana was going to look into ULM site and discounts
 - Michelle follow up with Student Government and Student Council as well
- f. NEW Staff Alliance Ad Hoc Staff Emeritus Committee
 - We don't need a rep from Staff Council

10. Campus Updates

- a. Sitka-Amelia –Discussions on Title III Grant objectives and working towards supporting students and faculty
 - Other than a few staffing changes it is pretty quiet
- b. Ketchikan-Marianne – Maritime Coordinator is leaving. A Temp in coming in to fill in
- c. Juneau-Trisha – Martin Miller from Statewide OIT is coming to Juneau September 26, 27, 28 to do Toad, Banner 9, Googles docs, Qmenu
 - 2 hours sessions each day, 6 sessions only 10 people per session

11. Other business:

Next meeting is November 15, 2017

Adjourn at 11:12 AM