

AGENDA  
UAF STAFF COUNCIL MEETING #167  
Friday, 16 December 8:45 – 11:15 a.m.  
Face-to-Face (no audio-conference)  
Wood Center Carol Brown Ballroom

*\*\*The next Staff Council meeting #168 is scheduled Wednesday, 22 February 2006.\*\**

1. 8:45-8:50 CALL TO ORDER AND ROLL CALL

- A. Adopt Staff Council #167 Agenda, Friday, 16 December 2005
- B. Approve Staff Council Minutes #166, Wednesday, 16 November 2005

2. 8:50-9:00 OFFICER'S REPORTS

- A. Maya Salganek, President Staff Council
- B. Jeff Stepp, President-Elect Staff Council

3. 9:00-9:10 PUBLIC COMMENT

- A. In-state tuition is available for everyone during Summer Sessions 2006. Please pass the word to stateside colleagues, friends and relatives. An excellent opportunity to combine that long-awaited Alaska vacation with academic pursuit. Contact Summer Sessions (x:7021) for additional info. (In-State Tuition for Everyone - postcard handout). Florie Wilcoxson, Associate Director UAF Summer Sessions or designee.

- B. Abel-Bult Ito - KUAC Resolution (not attached)

4. 9:10-9:45 GUEST

- A. Rory O'Neill, Manager, UA System Information Technology Services - Interim Director, Application Services Department  
Office of Information Technology

- . Council concerns about e-mail stability
- . Council members are requested to access the URL's below and provide feedback regarding the combined organizational structure of the combined UAF/Statewide IT services and organizations:

<http://www.alaska.edu/itmerger/>  
[http://www.alaska.edu/itmerger/development/index\\_docs/1105-InitialStaffAllocation.pdf](http://www.alaska.edu/itmerger/development/index_docs/1105-InitialStaffAllocation.pdf)

- B. Brian Rodgers, Regent - Discuss the Board of Regents' point of view about the University

ACTION

5. 9:45 - 9:50 UNFINISHED BUSINESS

- A. Status of proposed tuition waiver changes, Maya Salganek

Employee Education Benefits

Regents Policy 04.06.010

10. 10:40-10:50 EXTERNAL COMMITTEE REPORTS
- A. Chancellor's Campus Diversity Action Committee, Qwynten Richards
  - B. Governance Coordinating Committee – Maya Salganek
  - C. Master Planning Committee – Gary Newman, Attachment #9
  - D. Master Planning Subcommittee on Circulation and Parking – Annette Chism
  - E. Strategic Plan Committee: Jackie Alleyne-McCants or Barbara Oleson

External committee reports will be attached to the agenda if available.

11. 10:50-10:55 UAF COMMUNITY EVENTS

Raffle for the University Chorus to fund their trip to Carnegie Hall.

Prizes: 1) 2 AK Airline tix 2) Brunch at Pike's for 4 3) a DVD player

Cost: \$5 per ticket, \$20 for 5 tix

Drawing: This Saturday, Dec.17 at Northland Children's Choir Concert Intermission, need not be present to win

\*Only 250 tix will be sold. Your chances are good!\*

For More Information:

Alice Palen, Employer Relations Coordinator Career Services, University of Alaska Fairbanks PO Box 756380  
Fairbanks, AK 99775-6380

Tel: 907 474-7596, Fax: 907 474-7900

Email: [fnaep@uaf.edu](mailto:fnaep@uaf.edu)

website: [www.uaf.edu/career/](http://www.uaf.edu/career/)

Staff Affairs Resolution of Thanks

RESOLUTION

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Resolution Recognizing Recent Improvements in Remote Training Opportunities

Whereas, The UAF Staff Council reco

**THEREFORE BE IT RESOLVED**, That the UAF Faculty Senate recommends that the students decide what legal products are or are not offered in the Wood Center; and

**BE IT FURTHER RESOLVED**, That the Chancellor involve appropriate organizational entities prior to implementation of policies directly affecting them.

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Staff Council Meeting #167/Attachment #4  
UAF Staff Council #167  
Friday, 16 December 2005

#### Staff Affairs Committee Report

- I. Roll Call
- II. Members: Jackie A., Faith H., Gabrielle H., Liam F. (chair), Nici M., Susan S.,
- III. Steve T., Barbara O., David B.

Present: Faith H., Liam F., Gabrielle H.

Excused:

Absent:

#### II. UAF OLD BUSINESS

##### A. UAF Community Service Outreach Program

- What opportunities currently exist for staff to perform volunteer work encouraged by, supported by, or lead by UAF?

- no new feedback
- ideas for direction:
  - \* encourage volunteerism on campus
  - \* encourage volunteerism in local community(ies)
- ideas for balance:
  - \* use both work and personal time (4pm - 7pm, 3pm - 7pm shifts)
- goals:
  - \* help community
  - \* help University
  - \* help Department
- survey staff:
  - \* find out what staff do and would like to do
  - \* what statistics would be helpful?

AI: Faith preparing small staff survey to get input from constituents on what opportunities they would like for volunteering within the University and beyond.

B. Are staff being "required" to take courses for self improvement and pay out of pocket?

C. Help with May 2006 Carolyn Sampson Raffle & ice cream social.

- At this point, of the attending members, Staff Affairs would prefer to help with the work that occurs in May or on the day of the event (collecting prizes, setting up, serving, clean up).

#### NEW BUSINESS

A. Tobacco Sales at the Wood Center

See attachment #1

Discussed comments received from constituents so far.

AI: Pass on discussion notes to Maya and Jeff.

the Wood Center who manage the facility. The Wood Center budget is

Staff Council would like to know why folks are failing or withdrawing,  
and what you think the impacts of these changes might be.

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Staff Council Meeting #167/Attachment #5  
UAF Staff Council #167  
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Rural Affairs Committee Meeting



Cultural Issues for the  
University Employee in  
Rural Alaska  
Course Development for  
Dummies  
Marketing Strategies for  
University Employees with  
Limited Money,  
Technology, & Staff 101.  
Beginning, Intermediate and  
Advanced Yup'ik.

A course that would cover  
Native community structure,  
protocol, strategies for  
assisting Native populations,  
etc.  
How it all works from a  
three year olds perspective.

Server Maintenance for the

more training to the rural sites.

David reported the following resource people that are available: UAF HR - Susan Miller, Career Services - Patti Picha, & Coordinator/Prof. - Charlie Dexter.

**Facilities Services,  
David Miller  
Kuskokwim  
Campus**

Train the Trainer - Charlie Dexter

Team Building  
Speciality in area of Behavioral Health - Signs to look for in different student behaviors (schizophrenia, substance abuse, etc.)

Microsoft Access  
Recruiting  
Mandatory Supervisory Trng.  
Federal Grant Mgr. Trng.  
Trng for Admin. Asst.(new)

**Northwest Campus**

People Admin  
Banner  
Benefits  
Overall grant process, with specific interest in understanding federal regulations.  
Troubleshooting remote computer labs (for internet connectivity, iMac computers and Airports for internet connectivity, creating networking solutions for remote computer labs)  
Adobe Illustrator and/or Photoshop for marketing and Outreach.  
Fundamentals for Academic Advising.  
How to use the SkillsBank

XP Operating Systems  
Compact Planning  
Process

How to run remote labs effectively.  
How to advise students (B.Ed. Program, A.A, & A.A.S)  
How to refer students to appropriate services.

3. UAF Staff Appreciation Day/Carol Sampson Memorial Scholarship Raffle
    - D. Improving Rural Staff Participation – Discussion followed at length. Many members did not know what the Carol Sampson scholarship was about, what the award amount was, if it was for full-time or part-time students, what its focus area(s) were, etc. Discussion followed on rural campus sites holding their own staff appreciation day (getting a couple hours off to do it). Shawn suggested that we get the word out, as the scholarship was news to her. Chris suggested that we use the CRCDD listserv to get the information out about this scholarship opportunity. Barb was directed to contact Kim Davis to find out the particulars for this scholarship. Dave suggested that we offer some incentive for rural participation, such as individual who sells the most tickets. Pam liked the idea of developing a rural staff appreciation function. Maya mentioned that we might consider a separate raffle for rural sites, where students who were part-time could apply. She also thought we might generate more ticket sales if some of the prizes were geared to rural area, such as a round-trip on Frontier. Barb volunteered to bring in an NWC sweatshirt or jacket for the scholarship fundraiser. Pam volunteered to bring in a sweatshirt. The question of whether a rural person had ever received this scholarship was asked. Barb will check on this.
    - E. Selling Raffle Tickets - Since Barb and Pam will be receiving tickets to sell we will need to determine a way to sell the raffle tickets at other sites.
  4. Other – Members were asked to get ideas from their respective campuses on idea of doing a Staff Appreciation Function.
  5. Roundtable – Pam mentioned her frustration on late course schedule. Katrina mentioned that course schedule should be out to students next week.
  6. Announcements
- 6 .

Christine Truncali Alt  
Deshana York Alt

**Unit 4 – (2 rep / 2 alt)**

Total Staff 70  
Total Count 28 40% return

Leah Swasey Rep  
Sharon Corbett Rep

**Unit 6 – (2 rep / 2 alt)**

Total Staff 95  
Total Count 47 49% return

Gary Newman Rep  
Nici Murawski Rep  
Cathy Magnusen Alt  
Julie Carpenter Alt

**Unit 8 – (2 rep / 2 alt)**

Total Staff 58  
Total Count 20 34% return

Julie Smith Rep  
Julia Parzick Rep

**Unit 10 – (3 rep / 3 alt)**

Total Staff 180  
Total Count 38 21% return

Liam Forbes Rep  
Sue Sharpton Rep  
Derek Bastille Rep

**Unit 12 – (3 rep / 3 alt)**

Total Staff 148  
Total Count 62 42% return

Diane Levy Rep  
Cassandra Bauer Rep  
Carol Shafford Rep  
Steve Tate Alt

**Unit 14 – (1 rep / 1 alt)**

Total Staff 20



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Whereas, the University of Alaska has established a Total Health and Wellness Program for University employees and,

Whereas, the UA employees/staff realize the need to improve their own health and, creating a culture of health and well being, and

Whereas, it has been proven that regular exercise improves and maintains mental and physical well being, and

Whereas, that a healthy workforce reduces absenteeism and improves productivity, and

Whereas, more time than an hour is needed in order to participate in physical activity, transportation, to activity, and change of attire; now

Therefore, be it resolved that the UAF Staff Council urges University administrators and supervisors to establish an hour and a half flexible lunch break, for employees engaging in regular exercise activity.

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Staff Council Meeting #167/Attachment #9  
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Master Plan Committee Report  
December 14, 2005  
By Gary Newman, UAF Staff Council Rep

### **Research Park**

The MPC is continuing to dialog with Statewide Land Management and working to have stakeholders consulted in this process.

### **BiRD and Virology Buildings** – *no real change from Nov. 2005 report*

The Biological and Research Building (BiRD) now going up on the east side of Sheenjek Drive across from the old greenhouse is still expected to be complete by March 2006. The Virology Building is in the hands of a consultant for fee design negotiations. They figure there isn't enough funds allocated to build it. It won't likely start construction until 2007, with completion August 2009.

### **Utilities**

The chiller that will provide added lower campus summer cooling will be complete by spring 2006. The old coils were removed, indicating they were totally plugged. Just in time replacement.

Mike Ruckhaus will be giving a presentation on the Utilities Study to Master Plan at their Dec. 22 meeting (9 am Chancellor's Conference Rm in Signers Hall). Anyone is welcome to attend.

### **Rural Facilities**

Kotzebue lab and Ft. Yukon facility construction projects are complete.

### **Circulation and Parking Subcommittee**

The Subcommittee on Parking and Circulation has been asked to look into under-utilization of silver lot area of Lower Bunnell. A reminder that Staff Council will need to appoint a new member effective Jan. 1, 2006, as Annette Chism, the current rep, is not running for re-election to Staff Council.

### **West Ridge issues**

Facilities Services is looking at paving the rest of Sheenjek and also doing a budgetary estimate to see what it would

**Rural Campus Master Plans**

## STAFF COUNCIL MEETING CALENDAR 2005-2006

All regular meetings will be in Wood Center Rooms C and D and \*face-to-face meetings will be in Wood Center Carol Brown Ballroom (WCCBB) at 8:45 – 11:00 a.m. All meetings that are not face-to-face will be set up as an audio-conference.

|                                    |     |               |           |                |             |
|------------------------------------|-----|---------------|-----------|----------------|-------------|
| SC                                 | 164 | Wednesday     | 14        | September      | 2005        |
| *SC                                | 165 | Friday        | 14        | October        | 2005        |
| SC                                 | 166 | Wednesday     | 16        | November       | 2005        |
| *SC                                | 167 | Friday        | 16        | December       | 2005        |
| <i>New Rep and Alt Orientation</i> |     |               |           |                |             |
|                                    |     | <i>Friday</i> | <i>27</i> | <i>January</i> | <i>2006</i> |
| SC                                 | 168 | Wednesday     | 22        | February       | 2006        |
| *SC                                | 169 | Friday        | 24        | March          | 2006        |
| SC                                 | 170 | Wednesday     | 19        | April          | 2006        |
| Staff Appreciation Day             |     |               | 18        | May            | 2006        |
| *SC                                | 171 | Friday        | 19        | May            | 2006        |
| SC                                 | 172 | Wednesday     | 14        | June           | 2006        |

**\*Asterisks indicate face-to-face meetings  
Rural Reps or Alts travel to Fairbanks**