

**MINUTES**

UAF STAFF COUNCIL MEETING #85  
Wednesday, November 6, 1996  
Wood Center Ballroom

I Ron Pierce called the meeting to order at 8:35 a.m.

MEMBERS PRESENT:

Banks, P.  
Bender, L.  
Bergeron, B.  
Boatwright, S.  
Chapman, C.  
Gal, S.  
Harris, L.  
Howald, C.  
Johnson, J.  
Leavy, D.  
Magee, P.  
Matheke, G.  
Murphy, L.  
Pederson, J.  
Pierce, R.  
Plowman, C.  
Powell, D.  
Ritchie, E.  
Wilken, S.

MEMBERS ABSENT:

Barr, K.  
Enochs, K.  
Gramling, D.  
Jordan, S.  
Oleson, B.  
Scalise, G.  
Sowell, P.  
Thomas, M.  
Wilson, Ci.  
Wilson, Cr.

OTHERS PRESENT:

Chapman, Ca.  
Craven, J.  
Freeman, J.  
Jones, D.  
Mosca, K.  
Rice, M.  
Wadlow, J.  
Wheeler, C.

B. The minutes to meeting #84a (October 16, 1996) were approved as distributed via e-mail.

C. The agenda was adopted as distributed via e-mail.

II Chancellor's Remarks - J. Wadlow

Employee Recognition Program and Supervisory Training Program - The Chancellor is looking forward to the Council's recommendations on both these issues and has been working closely with President Pierce on both.

Communication with Rural Sites - The Rural Affairs Committee recommended better communication between Fairbanks and the rural sites, particularly Budget and Personnel. Chancellor Wadlow contacted the areas involved to find a solution to this problem.

Internet Access - Chancellor Wadlow asked the representatives who accesses the world wide web. All representatives acknowledged access. The University has a web production team established to develop an outstanding home page for UAF. The Chancellor asked for input on the home page prior to Thanksgiving. Basic information regarding UAF will be required for all home pages linking to the University's main page.

Promoting UAF - The University will be working with the Chamber to promote UAF. Deferred maintenance at UAF is a priority. There will be a legislative reception at the Chancellor's residence with interior delegates and members from the community.

World Wide Alumni Day - November 16 will mark this event. Different celebrations around campus will take place, such as open houses at various departments.

Second Native Summit - A brochure has been distributed which describes some of the activities and research that have taken place in native education since the last summit in 1994.

Top of the World Basketball Tournament - This is a major event for the community, as well as UAF. Recruiting displays will be setup at the Carlson Center during the tournament. The Chancellor encouraged staff to become involved in this activity.

Question: A statement was made that deferred maintenance is a priority at UAF, but that maintenance on salaries has to keep pace with our counter parts at the Borough and State.

Response: A top priority of the Board of Regents is the backlog of deferred maintenance and the annual maintenance budget. Another area of high priority will be salary increases and request legislative funding for these increase. The University has been internally funding the increases with existing resources.

III Vice Chancellor for Administrative Service Remarks - M. Rice

Retirement Incentive Program - The University has received all the necessary approvals from the state to participate in the RIP. The application period will be November 11 - December 31, 1996. However, the University will be closed from December 24-January 2, and anyone who wishes to participate in the RIP should get their paperwork in as soon as possible. Representatives from the State Division of Retirement will be on campus November 11-15. For more information, contact Alta Crawford at Personnel Services.

Job Evaluation Program - By mid November all JEFs will have been evaluated. Management reviews will be completed by the end of November and internal equity review meetings between personnel directors and staff will take place. In early December, internal equity review meetings between statewide

B. ASUAF - C. Wheeler

Catherine Wheeler apologized for not attending the September and October Staff Council meetings, as she had car trouble. ASUAF is working on increased student interaction, especially at Hutch and the Downtown Center. A special election will take place November 12 and 13 asking for a \$5 increase in student activity fees to be implemented Spring 1997. If passed, this will go before the Board of Regents at the November 22 meeting. ASUAF is working on getting the ethernet connection fee reduced in residence halls. A committee has been established of all the club presidents to coordinate the various activities on campus and increased student interaction. A representative complimented ASUAF on their tutoring program. Catherine stated that she would like to see this program expanded.

VI Guest Speakers

A. Jeanne Freeman and Carolyn Chapman, Personnel Services

Jeanne Freeman gave a brief background on the hiring process. When a non-faculty, non-executive position is vacated, a potential promotional opportunity exists. In December 1992, Chancellor Wadlow had approved Staff Council's motion extending the required internal recruitment prior to external recruitment for all staff positions with a provision the internal be



the discussion with Dorothy Jones, Jeanne Freeman and Carolyn Chapman. However, other representatives felt that something still needed to be stated regarding internal recruitment and providing promotional opportunities for employees. A motion was made and seconded to postpone this motion and send it back to Staff Affairs. The motion to postpone passed with unanimous approval.

RESOLUTION POSTPONED (unanimous)  
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WHEREAS, it is the stated policy of the Chancellor of the University of Alaska Fairbanks and the University of Alaska Board of Regents to offer new or vacated positions to the internal applicant pool prior to recruiting externally, and

WHEREAS, this policy was violated in recent new hires of visible positions; creating the impression that these policies are easily ignored, and

WHEREAS, circumvention of internal hire policies adversely affects staff morale by reducing the possibilities of advancement or lateral movement during a period when employees are already concerned about the consequences of continued budget shortfalls,

NOW THEREFORE BE IT RESOLVED, that Staff Council strongly recommends that Chancellor Wadlow, and the UAF Administration redouble their efforts to offer new or vacant positions internally. It is the policy of the University of Alaska Fairbanks and the University of Alaska Board of Regents to offer new or vacated positions to the internal applicant pool prior to recruiting externally, and this policy was violated in recent new hires of visible positions; creating the impression that these policies are easily ignored, and circumvention of internal hire policies adversely affects staff morale by reducing the possibilities of advancement or lateral movement during a period when employees are already concerned about the consequences of continued budget shortfalls.

It is the policy of the University of Alaska Fairbanks and the University of Alaska Board of Regents to offer new or vacated positions to the internal applicant pool prior to recruiting externally, and this policy was violated in recent new hires of visible positions; creating the impression that these policies are easily ignored, and circumvention of internal hire policies adversely affects staff morale by reducing the possibilities of advancement or lateral movement during a period when employees are already concerned about the consequences of continued budget shortfalls.



Employees who supervise staff shall be required to attend 10 continuing education courses a calendar year or enroll in a recommended substitute course.

EFFECTIVE: upon Chancellor's approval

RATIONALE: Supervisory training was

