

MINUTES  
UAF STAFF COUNCIL MEETING #113  
December 3, 1999  
Wood Center Conference Room C

I Irene Downes called the meeting to order at 8:35 a.m.

MEMBERS PRESENT:

Anderson, L.  
Baergen, A.  
Bender, L.  
Candler, R.  
Comstock, S.  
Downes, I.  
Hazelton, G.  
Heineken, H.  
Leavy, D. (for P. Duvlea)  
Oleson, B. (for H. Simmons)  
Parzick, J.  
Powell, D.  
White, P.  
York, R.

MEMBERS ABSENT:

Barnebey, T.  
Borjon, T.  
DeKerlegand, D.  
Dufseth, K.  
Enochs, K.  
Gieck, R.  
Martyn, P.  
McClellan, L.  
Rogers, P.  
Rounds, P.  
Scholle, M.  
Wilson, K.

OTHERS PRESENT:

Branley, C.  
Kiefer, S.  
McCrea, S.  
Mills, M.  
Mosca, K.  
Williams, F.  
Youngberg, J.

B. The Minutes to Meeting #112 (November 3, 1999) were approved as distributed.

C. The agenda was adopted with the Food Service Advisory Committee report moved to Item H under Committee Reports.

1. Technology Advisory Board

The Technology Advisory Board received 35 proposals for review from the following areas:

2 Student Services            9 Library  
8 CSEM                        1 SME  
1 SALRM                       11 CLA  
3 ASUAF

The Board will meet on November 30 and make recommendations on the proposals. The Board's recommendation is then forwarded to the Chancellor. The Technology Board will announce which proposals will be awarded in December. Submitted by Pam Sowell, staff representative on the Technology Advisory Board.

2. Motion to Amend the Bylaws

MOTION PASSED (unanimous)

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The UAF Staff Council moves to amend the Bylaws as follows:

ADD = Caps  
DELETE = (( ))

BYLAWS  
Staff Council  
Sect. 4 (ARTICLE VI. - COMMITTEES)  
B. PERMANENT COMMITTEES

4. Staff Tra 2 uT Trasa3

a. / 8705( (ARTICLE)N) fLAW-77( TD [((<S)]TJ 0 -1.846 TD [( a.)-31( ,6tW fwob)]TJ 0son6( Bylaw areas:)]TJ 0 -1.84

2. PROVIDE STAFF TRAINING THROUGHOUT THE YEAR. ((Review and recommend training sessions for UAF staff both in Fairbanks and at the rural sites.)) ORGANIZE THE STAFF LONGEVITY AWARDS PROGRAM ANNUALLY.

EFFECTIVE: Upon Chancellor's Approval

RATIONALE: The changes to the committee charge adequately reflect the committee's work.

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D. President's Report I. Downes

The Council received a thank you from Julia Parzick.

Board of Regents - The Regents met November 18 and 19 in Fairbanks. The student leadership presented the Governor with the thousands of postcards signed by the community. Representatives were encouraged to send public opinion messages (POMs) to the Governor regarding full support of the University budget. The FY01 operating budget has been forwarded to the Governor. The residence hall association presented the Regents a resolution regarding the food at the Lola Tilly Commons. The students are unhappy with the quality of food. The students are asking that the Regents make food service a priority and improve the quality of food. The rural communities testified at the Regents meeting and encouraged more accessibility to one-on-one teaching and web based courses for the rural sites.

Name the News Letter Contest - ACCFT will award \$100 to the winning recommendation for their newsletter. This contest is open to faculty, staff, and students.

Scholarship Breakfast The event was held November 18. Leann Lacey is the 1999-2000 recipient of the Carolyn Sampson Memorial Scholarship established by Staff Council. Leann is majoring in education and expressed her sincere thanks to Staff Council.

Staff Brochure - President Downes met with Pamela Davis in Development regarding possible funding sources for the staff brochure. There are several possible sources of funding. The brochure will highlight staff who also contribute to the community. Forward recommendations on possible staff to highlight in the brochure to Irene Downes at fneid@uaf.edu or fystaff@uaf.edu.

Chamber of Commerce - BP gave a presentation at the November 16 Chamber meeting regarding the possible merger of BP and Arco. The gas pipeline is a priority for BP.

Alaska Civil Rights Celebration Committee - President Downes has been asked to serve on this committee, which will meet today.

The Alaska Process Industries Career Consortium has been

Membership Drive Faculty and staff will receive an invitation to join the Alumni Association after the holiday at a reduced rate. Faculty and staff can take advantage of payroll deduction if they wish to join the Association.

Text Book Raffle - The Alumni Association is conducting a text book raffle again this semester. Tickets are \$2 each or 6 for \$10. Prizes include \$400, \$300, \$200 for text books. Buy a ticket today for your student employees.

Online Shopping Mall The Council was thanked for their support of the online shopping. Alumni receives proceeds from each purchase from the online shopping mall.

### III Committee Reports

#### A. Staff Affairs - L. Anderson

The Committee met on November 17 and will be focusing their efforts on paid time off. The committee received large packets of background information and will address this at their next meeting. The committee will also address the salary structure and human resource policies.

#### B. Elections, Membership & Rules P. White

##### 1. Announce Election Results for Even Numbered Units

##### ELECTION RESULTS FALL 1999 EVEN NUMBERED UNITS

UNIT 2 Representative: Scott Culbertson  
Representative: DeShana DeKerlegand  
Alternate: Joyce Cain  
Alternate: Vacant

UNIT 4 Representative: Vacant  
Alternate: Vacant

UNIT 6 Representative: Evelyn Brown  
Representative: Gabby Hazelton  
Alternate: Nici Murawsky  
Alternate: Vacant

UNIT 8 Representative: Carol Renfro  
Representative: Julia Parzick  
Alternate: Vacant  
Alternate: Vacant

UNIT 10 Representative: Michael Lewis  
Representative: LJ Evans  
Alternate: Tanya Barnebey  
Alternate: Vacant

UNIT 12 Representative: Michelle Baumann  
Representative: Debra Hagen  
Representative: Matt Seymour  
Alternate: Pam Sowell  
Alternate: Vacant  
Alternate: Vacant

#### C. Rural Affairs - B. Oleson

Carolyn Chapman, Director of Human Resources was the guest speaker at the December meeting. Topics included Employee Assistance Program, creating a healthy climate for corrective criticism, and an overview of the drug free workplace. A new component of EAP is recovery services. When an employee comes back to work after a serious accident or drug rehabilitation, a support system is available for them. One aspect of creating a healthy climate for corrective criticism is to remember to say thank you more often. The geographic differential, paid time off, and the PERS option of buying the extra months for those employees who are not 12-month employees were also addressed.

#### D. Ad Hoc Committee on University Advocacy - S. McCrea

The committee is working on developing a mission statement. The committee is also looking at what is currently being done on

campus to ensure no duplication of efforts. The committee had it's first outreach program with a table at the University Women's Association bazaar and provided information regarding UAF and had postcards their for the public to sign urging the Governor to fully fund the University's budget. The committee will also be working on a staff brochure. President Downes asked for recommendations for staff to be featured in the brochure.

E. Staff Training - D. Powell & A. Baergen

The Committee has been working on developing the spring training schedule. The following is a tentative schedule:

January 19 How to Motivate Employees Effectively, 10 a.m.

higher on the priority list. The Advisory Board is looking for faculty members to serve on the committee who will look at incorporating all aspects of food service in Wood Center.

The RFP for the new food services contract has been sent out. On Wednesday, November 17, several members of the Advisory Committee as well as others met with the focus group of potential bidders for the new contract. Thus far, there has been three bidders, ARAMark, Marriott, and Chartwell. The deadline has been extended.

IV Chancellor's Remarks - M. Lind

Chancellor Lind is out of town.

The Council took a break.

V Vice Chancellor for Administrative Services Remarks - F. Williams

A water quality report was distributed. For more detailed information on specific parameters or the safety and quality of UAF drinking water see this web site: [www.uaf.edu/fs/](http://www.uaf.edu/fs/) or contact Howard Burton, UAF Water Plant Operator at [fnhwb@yahoo.com](mailto:fnhwb@yahoo.com)

Strategies to Build Enrollment - Recruiting strategies include research; direct mail to 26,000 Alaska high school students; e-mail and telephone contacts to best prospects by Student Ambassadors and RSS; on-campus "Virtual Reality" weekends for Fairbanks, Anchorage and Mat-Su seniors; stay in Alaska and see the world theme by promoting National Student Exchange Program Study Abroad; statewide advertising and promotion; UA scholars direct mail; visit high schools. Posters are sent to high schools focused in 10 key states. Recruiters attend college fairs in the key states, also. Retention is higher on the priority list. Faculty Senate will receive a presentation at their December meeting and their role in the retention process.

VII New Business

A. December Meeting Schedule

Representatives were reminded of the dessert social and upcoming meetings.

B. Distribute Staff Council 2000 Calendar

Calendars were distributed to the representatives. Dave Brenner from Sea Grant submitted the photograph. Contact your Staff Council representative for a calendar.

VIII The meeting was adjourned at 10:25 a.m.