

# UAS Staff Council Agenda

## September 17, 2013 @ 9:00 am

**Location:** Juneau (Egan 113), Ketchikan, Sitka (Room 110)

### 1. Call to Order and Roll Call

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|--|---|
| <input type="checkbox"/> Gwenna Richardson, President <b>*absent</b> | <input type="checkbox"/> Marianne Ledford, Ketchikan Member-at-Large                |
| <input type="checkbox"/> Dayna Mackey, Vice-President                | <input type="checkbox"/> Kim Davis, Sitka Member-at-Large                           |
| <input type="checkbox"/> Sarah Pies, Secretary                       | <input type="checkbox"/> Members of the Public: <b>Chancellor Pugh, Ron Duvall,</b> |
| <input type="checkbox"/> Peter Sommers, Juneau Member-at-Large       | <b>Hailey Barger</b>  |

### 2. Adopt the Agenda

**Marianne moved; Kim seconds**

### 3. Adopt the Minutes for August

**Kim moved; Sarah seconds**

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

a. **Chancellor's Meeting (TBD) –coming up soon**

b. **Staff Alliance Meeting (Sep 16-see agenda and/or attachments)**

- Discussed a nominated and elected chair, Karey Brown. Karey Brown is not an official member of staff alliance.
- Looked at a compensation proposal with alternative items that can be used that are not monetary. President Gamble talked about a 2% increase for staff and an extra day off. Are these good incentives for staff? The Board of Regents meets in Juneau next week and we need to tell them what we want to see and if the proposed incentives from President Gamble are sufficient.
- Discussed thoughts on incentives and different non-monetary incentives such as days off, Veterans Day off, Alaska day off, flextime, revamping the bonus system, cashing in sick leave, and volunteer leave.
- Bullying and the policies and issues surrounding this topic will be discussed statewide. There will be training put out to all campuses.
- Staff Alliance is discussing smoke-free, tobacco-free campuses. UAA is looking at initiating this or designating smoking areas.

c. **System Governance Meeting (Sep 23 2013) – no updates**

### 5. Committee Updates

a. Staff Appreciation & Training (SAT) Committee: Dayna Mackey, Marianne Ledford, Peter Sommers, Sarah Pies, and Kim Davis  
**Next Meeting: TBD**

- John French did the September training, Doug Osbourne (stress management) will do October, John French or Dave Klein (writing for the web) for November, and tentatively Erika Van Flein (with new wellness provider) for December.

- Discussed different staff appreciation ideas and whether all campuses should do something uniform or branch off and do things on each individual campus. Went over what is being done on each campus to show staff appreciation, including from managers.
- Chancellor Pugh recommended creating a culture of appreciation at each campus and talked about it being encouraged instead of making it an obligation.
- Staff Council decided to try doing individual campus staff appreciation for this fall semester. The money will be divvied out according to number of staff members on campus. At the beginning of the spring semester the group will assess how it went and whether or not to continue in the same fashion.

Kim moved; Marianne seconds

- Addressed anniversary cards and how to use them moving forward. Ideas brought forth about using them to recognize retirements and milestones, instead of sending them out every year. Make it a point to be around for important employee moments. Suggestion was brought up to do a three-year card, five year pin, etc.
- Talked about the technical issues that plagued the staff council training last week. Need to decide how to improve things for the future. Staff Council members will try to meet 15 minutes before the training sessions to work out any kinks. Chancellor Pugh said he would look into getting new equipment for the UA TV room, as that is where they think the problems are stemming from.
- Training evaluations are given out at the end of each staff training. Sitka turned their survey into a survey monkey to email to employees and there was virtually no one who took part in the survey. A training evaluation is on UAS online somewhere, will look to see if it can be located before next meeting.

b. Healthcare Committee: Gwenna Richardson, (alternate)  
(See attachments when available)

**Next Meeting: TBD**

- Gwenna Richardson is on the committee and needs an alternate

c. Staff Development Day: Staff Council Members

**Next Meeting: TBD**

- Staff council members should be looking for anyone else that wants to be involved in planning this day

## 6. Campus Reports

a. Juneau – Peter.

- Peter reports there is a lot of new construction, a new whale statue, and a new roundabout that is making things difficult. The board of regents are meeting in Juneau next week.

b. Ketchikan – Marianne L.

- Marianne reports that the new maritime program is now US Coast Guard approved, there is finally signage for the Ketchikan building and student government is reaching out to staff/faculty

c. Sitka – Kim D.

- Kim Reports that construction is being done in the art room and the outdoor sidewalk is getting lighting. The Southeast conference is currently taking place in Sitka.

## **7. Other Business**

- a. Open Enrollment Update- **more information coming soon**
- b. Staff Alliance Blog (<http://uastaffalliance.wordpress.com/>)- **Get the information out to staff about the blog and let them know that this is where updates are posted. It has great information.**
- c. November Retreat- **12<sup>th</sup> and 13<sup>th</sup> are tentative dates**
- d. Staff Excellence Award- **add to retreat discussion**
- e. Guest Thank You Cards- **Marianne will send out template in order for Staff Council members to take a final look at it**

**8. Public Comment-** **the Sitka public had mentioned that they were good with another day off to boost compensation.**

**9. Adjournment-** **Marianne moved; Kim seconds**

**Dayna Mackey dismissed meeting**

**10. Next Meeting Date: October 15, 2013**

### **Attachments:**

- Calendar
- August Meeting Minutes
- Staff Alliance Agenda & Attachments
- Staff Excellence Award Criteria
- Staff Day Timeline
- Staff Trng Eval
- Anniversary Card Template