

UAS Staff Council Minutes
September 15, 2015
9-10am

Location: Juneau Egan classroom 115, Ketchikan Z114, Sitka classroom 110

1. Call to Order and Roll Call - 9:21AM

- Kolene James, President -Present
- Gwenna Richardson, Vice-President -Present
- Teal Gordon, Secretary -Present
- Mae Delcastillo, Juneau Member-at-Large -Present
- Marianne Ledford, Ketchikan Member-at-Large -Absent
- David Felts, Sitka Member-at-Large -Present
- Members of the Public:

Sarah Schaefer, Colin Osterhout, Grace Lumba, Richard Caulfield, Aimee Richards, Richard Hitchcock

2. Adopt the Agenda With changes, - yield item #4 to Chancellor Caulfield

3. Adopt the Minutes for May 19, 2015 - Motion to table May minutes until Marianne is present

4. President & Vice-President Report – Chancellor Caulfield

Appreciates the opportunity to participate, would like to hear our thoughts. Three things to share 1: BOR meeting 2. Strategic planning 3. Safety and emergency preparedness.

1. Jim Johnson, Chancellors, and Provosts to meet all day Thursday and Friday. Opportunity for public testimony Thursday 9 to 10, and Friday 10 to 11. All meeting materials available in word documents. Encouraged to testify about something that is important to you - time limited to 3 minutes. Great opportunity to communicate important issues to staff and SC. First FY17 budget introduction - very lean compared to 4 years ago. UAS can expect 2 to 3 million dollar reduction in general funds. FY17 Title IX coordinator position being recruited from dollars from this FY. Proposal for faculty position for the Fisheries undergraduate program. Teacher education proposal. All of these are moving forward at the meeting this week. Tuition increase in FY17 (declining state funding) 6% to 8% increase in tuition across the board? Potentially lower increase in undergraduate, higher increase in graduate programs. We have high undergraduate tuition compared to community colleges across the board. AAS Marine transportation out of Ketchikan. Career and Technical Education renovation, renovation of Whitehead building. All to be discussed at BOR meeting on Thursday, everyone is welcome to come.

2. 2015 Strategic Planning Retreat Summary and Priorities. Representatives from all 3 campuses. In draft form right now. Draft priorities: improvements to UAS VCS and other conferencing systems, we can put more issues forward. Finalize by end of September - priorities we would like to move forward on. Strategic recruitment from SOM, reaching out to prospective students. Review and address, can add comments directly to Chancellor Caulfield.

3. Sent out last Friday (9.11.15) we can always do more for safety preparedness. Working with Dan Garcia to chair the committee of Emergency Preparedness. Take recommendations from committee for things like regular CPR training, up our safety game. Affects all of us, particularly staff. Chancellor Caulfield welcomes any feedback. David got to go and represent SC - valuable meeting. Lots of sharing, and collaboration. David wrote email that went out to SC if anyone else would like to read it, ask David to send it your way. Kolene will send out over all 3 campuses immediately after meeting.

5. Welcome HR Director Gail Cheney

Started 6 weeks ago, great to be here. Born and raised in Kake AK. Finished her doctorate a year ago, and happy to be at UAS! Positive change, see a ton of great engagement, invited to meetings, lots of conversation about changes, lots of challenges: how can we be more valuable? Diversity, HR provide more trainings, would like more feedback. SDD: would like lots of feedback about SDD and what will be useful, what kind of specific training would be helpful for staff. Wants to hear from each of us about what we would like to see. The upcoming UAKJobs replacement and its implementation, training will be provided. Increasing the steps: within recruitment process, to make sure we are hiring the right people.

6. Committee Updates

a. HR Staff Development Day Committee: Teal Gordon

Budget moved back to HR to organize SDD

b. Staff Healthcare Committee: Gwenna Richardson, Wendy Miles, Kayti Coonjohn

Next Meeting: TBA

Has not been any meetings as of today, should be up and running soon. Can contact Gwenna if you have interest in joining committee. Looking for folks from each campus to serve.

c. Staff Appreciation & Training (SAT) Committee Update: Staff Council Members

Next Meeting: TBA

Kolene: we do not have anything set yet, SAT tied to SDD would be part of HR SDD we can also ask around what kind of training staff would like to see. We can work with HR to find interest. Come up with questionnaire about what kind of trainings people would like. Are we continuing on with the regular schedule? Marianne has been working on this - we can discuss when she is present. Procurement training can happen. Safe zone training to Sitka and Ketchikan – travel funds might be able to tie it into SC travel.

d. Compensation Working Group: Dayna Mackey

Next Meeting: TBA

This whole thing has changed, now in conjunction with Staff Alliance. That is still a work and progress, TBA - SA meets right after this meeting.

e. Joint Health Care Committee: Gwenna Richardson

Next Meeting: TBA

Met month and a half ago to discuss meeting dates and times. November meeting for vendors and Joint Health Care, to work on communication. Send Gwenna an Email if you have anything you would like Gwenna to address at the November meeting.

f. UAS Diversity Action Committee:

Fall Meetings: tentatively set for October 20, November 17, December 15

Unique committee: still figuring out members. Working on following up with existing members whether they are still interested in participating. November is the first meeting time, everyone is swamped, so keep your eyes open for the meeting time, place, and date. Inclusive to Ketchikan and Sitka, David is part of the Diversity Action Committee, a couple more people from Sitka interested. David wants a semi-formal process in getting an official member from Sitka. If there is any interest or ideas send to Kolene.

*Note: all staff encouraged to join committees (except Joint Health Care Committee).

*can discuss via Email who is on committees and which ones need more volunteers, and then ask for volunteers.

7. Campus Reports

a. Juneau – Mae

Not much more to report – Chancellor Caulfield covered most

b. Ketchikan – Marianne

Gwenna fill in for Marianne. Hire Maritime faculty member, Claire Fine filled position. Another faculty member retired. Ketchikan numbers are up as far as student head count, yay! Remodel happening in Zeigler building - new office space.

c. Sitka – David

Lots of new staff: business office, instructional services, biology fellow. German exchange student working with IT. Dr. Paula Martin stating October 5 - Yay!!

8. Other Business

a. FY16 Budget

Kolene sent out email about what was approved. Meeting via email on how we want to spend that money. HR taking over SDD hopefully Gail has thoughts and suggestions. What if we broke SDD into 2 4 hour days? All campuses have different needs, nothing has been finalized. Chancellor Caulfield heard concern that some supervisors were apprehensive about letting staff out for an entire day. Two shorter days might be easier. Coordinate meeting to discuss options. Celebration for SC: Chancellor recognized that moral is a little low because of budget cuts. We have been assigned to a moral committee: Kolene and Gwenna, in coordination with HR and SA. Chancellor is sponsoring travel for SC. We can all travel to various campuses for a meet and greet.

b. Fellowship Travel

Chancellor Caulfield sponsoring travel, we can use budget to do some cool things. Let's plan a day trip - We need a report submitted before next meeting - coordinate a meeting for budgeting, Gwenna will make doodle poll. Do it around a SC meeting set so we can kill 2 birds with 1 stone. No travel happened last year. We can really make SC the megaphone for staff. The only way we can do that is if we can meet and greet.

9. Public Comment

Colin: post meeting agenda and minutes as PDF's. How do we get on agenda? Get ahold of someone on SC and we can add you to "Other business" we can put anything on the agenda – its magic!

10. Adjournment

Meeting Adjournment at 10:10AM