

UAS Staff Council Meeting Minutes

Tuesday, March 7, 2017 9-11 a.m.

Ketchikan Campus, Z 114; Sitka Campus, Room 216;

Juneau Campus, Chancellor's Conference Room

1. Call to Order and Roll Call 9:09 a.m.

- i. Kolene James, President, 2016-2018
- ii. Gwenna Richardson, Vice President, 2015-2017
- iii. Kiwana Sutton, Secretary, 2016-2018
- iv. Mae Delcastillo, Member-At-Large Juneau, 2015-2017
- v. Marianne Ledford, Member-At-Large Ketchikan, 2015-2017
- vi. Amelia Budd, Member-At-Large Sitka, 2016-2018
- vii. Cody Bennett IT Services
- viii. Chancellor Rick Caulfield
- ix. Provost Karen Carey

2. Adopt Agenda

- a. Motion made by Gwenna to add action items to agenda
 - i. Mae seconds
 1. All in favor
- b. Motion made by Gwenna to adopt the agenda with changes
 - i. Mae seconds
 1. All in favor

3. Chancellor Caulfield

- a. Expresses appreciation for those who serve on Staff Council
- b. Wants to talk more about providing incentives for serving on staff council
- c. **Strategic Pathways**
 - i. Most notably for UAS were the SOM and SOE changes
 1. Programs in business, accounting, and public administration will continue, but will lose administrative functions (those will go under Arts and Sciences)
 2. Juneau providing a pivotal service for the state with the online business component
 3. Effective July 1, the SOM change will take place
 4. Chancellor and Provost Carey will implement transition plan for SOE
 5. NWCCU will need to give final approval on SOE to COE change, accreditation, and implementation
 6. Implementation plan draft will be done by June (Staff Council to review)

7. First implementation should begin in Fall 2018 and will be phased in through Fall 2019

d. Strategic Pathways II

- i. President Johnsen is listening to the concerns and has postponed some of his recommendations until the June BoR meetings
- ii. Appreciation to Kolene as President of Staff Council for acknowledging the President's efforts

e. Strategic Pathways III

- i. Currently meeting on those items
- ii. Encouragement from Chancellor to send comments, suggestions, and critiques regarding Pathways

f. Budget

- i. UA has \$325m in general funds to work with for FY17
 - 1. 18% reduction in budget for UAS over a three-year period
 - a. This includes a loss of about 40 positions
 - i. Most through attrition
 - 2. In general, the focus has been to reduce on the administrative side
- ii. BoR proposed \$341m budget for FY18
- iii. Governor proposed \$325m budget for FY18
- iv. House leaning toward \$325m but some support \$341m BoR proposal
- v. The Senate would like an additional 5% cut in FY18
- vi. Another 5% total may be cut from FY19-FY20
- vii. FY18 budget does not include an annual increase
 - 1. Faculty contract negotiations underway
 - 2. Staff increases tend to coincide with faculty negotiations

g. Title IX

- i. Forum was successful
- ii. Training going forward may be mandatory for students
 - 1. May block registration until training is complete
- iii. Looking for more ways to engage students to do the training

4. Provost Carey

a. Minors on Campus

- i. A draft document is being put together and is currently with faculty Alliance
 - 1. FA has concerns about the document and it has not yet been approved
 - 2. Current policy still in play until new process is created

b. Provost Enrollment Survey

- i. More staff responses received than any other group
- ii. Student Success meeting the week after spring break

1. Steering committee developing workgroups comprised of faculty and staff for student success initiatives
 - c. Provost encouraging everyone to report any concerns and relay and questions or suggestions to her at any time
5. Questions?
- a. Amelia
 - i. Will minors on campus document be available for staff council to review?
 1. Document will go to Staff Alliance but will impact the entire campus so should probably go to Staff Council as well
 - b. Kolene
 - i. Is there a staff governance voice working with administration on SOM and COE transitions?
 1. Later in the spring after the implementation draft is released, there will be some workgroups created for planning and implementation and staff representatives will be included
 2. Student inclusion is still in the works (may happen in a forum format)
 - ii. Will Alumni SOE graduates be included?
 1. There is an external advisory group being put together and comprised of representatives from around the state
 - iii. Can you (Provost Carey) follow up with Ronalda Cadiente Brown to ensure SOE grads are included?
 1. Yes
 - c. Gwenna
 - i. Has the Chancellor seen the recommendation from Staff Alliance regarding compensation?
 1. No
 - ii. Committee met to come up with non-monetary compensation ideas
 1. Chancellor would like to see the draft/recommendations
 - a. Gwenna to forward the document
 - d. Mae
 - i. Will there be a separate sub-group (for COE planning) featuring Alaskan Native educators or is there already a Native Alaskan faculty member on the steering committee?
 1. Right now there is not an Alaska Native educator on the committee
 - e. Kolene
 - i. Is it possible to request Native representation on the committee?
 1. The President hand-picked the group as it stands but we do understand that there should be representation

- a. Kolene to send recommendation to President Johnsen regarding Native representation
 - f. Kolene
 - i. One of the Title IX forum outcomes recognized Alaska as the leader in all social ills. Has there been any call to action for implementing trauma-based training?
 - 1. Chancellor suggests putting together a proposal stating the type of training needed and the people qualified to do it and to get with Lori on implementation
 - 2. Provost suggests online training
- 6. Comments**
 - a. Mae thanks Provost for open door policy
 - b. Mae thanks Chancellor for holding Title IX forum so soon after release of state Title IX report
7. Chancellor, Provost, and Cody excuse themselves from the meeting
- 8. Approving Minutes**
 - a. August retreat minutes
 - i. Gwenna motions to adopt the minutes
 - 1. Marianne seconds
 - 2. All in favor
 - b. November minutes
 - i. Gwenna motions to adopt the minutes
 - 1. Kiwana seconds
 - 2. All in favor
 - c. December minutes
 - i. Gwenna motions to adopt the minutes
 - 1. Kiwana seconds
 - 2. All in favor
- 9. Staff Council VP and President reports**
 - a. **Staff Excellence Award**
 - i. Kolene to review nominations
 - ii. Closed March 8
 - iii. Number of nominations? (9)
 - iv. Scoring criteria loaded in shared drive
 - 1. Whoever we recommend will go through HR first
 - v. **Gwenna** question/comment
 - 1. As someone on Staff Council who works in HR, the nominations can go through her
 - 2. Agreed that it will save some time
 - 3. Once Gwenna's term has finished, we will return to submitting to HR
- 10. Staff Council letter of gratitude**

- a. Kolene presented letter and card to President Johnsen during Juneau visit

11. Staff Council elections upcoming

- a. Kolene spoke with Lisa Hofferkamp about faculty buy-in for Faculty Senate
 - i. FS positions are billed as part of their workload
 - ii. This is more specific to the president position
 - 1. They can receive extra money but most do not
 - 2. President position receives a buy-out, which is part of the CBA for each union
 - a. The buy-out relieves the FS president from teaching a “full” workload in order to perform senate duties
- b. Thoughts on trying to implement similar policy for SC?
 - i. Gwenna believes that could apply to the president position but probably not any others based on the workload and travel requirements
 - 1. Kolene would like to find some alternatives to compensate everyone
 - 2. Amelia suggests combination of President compensation and SC member compensation

12. SMSC Awards

- a. Was supposed to be announced at BoR meeting but that was delayed and it will be announced at the June BoR meeting
- b. Staff member recommended the award be given at Staff Development day amongst peers instead of at SW

13. SC Committees

- a. **Diversity Action**
 - i. There will be a meeting before semester ends
 - ii. Student Success campaign underway
 - iii. Kolene will advise on next meeting
 - iv. Name change requested to Cultural Safety and Equity Committee
- b. **Statewide Morale Committee**
 - i. Staff Alliance looking to pull all morale surveys and find common themes across the state
 - ii. Morale committee to develop next morale survey that would run yearly
- c. **SPBAC**
 - i. Chancellor’s summit on student retention was renamed the Student Success Summit
 - ii. Budget was discussed
 - 1. Question was asked (At what point do you cut to where you can no longer function)
 - 2. Consolidated fees were discussed
 - a. Thoughts on eliminating that to help retain students

d. JHCC/SHCC

- i. Last meeting was 2/17 (SHCC) 2/8 (JHCC)
- ii. Vote made to not increase cost to employees for health plans
- iii. Adding a high risk maternity/NICU program (BCBS)
 - 1. Program will help ease the cost to our healthcare
 - 2. Someone will work with the individual throughout pregnancy
- iv. Outpatient rehab
 - 1. Physical therapy
 - a. Some are being over-rehabbed
 - b. Some are being sent to and kept in rehab when it's not necessary
 - 2. Outpatient rehab services still being discussed

e. Compensation

- i. Met in January
 - 1. Draft sent to Staff Alliance with recommendations for FY18

f. Campus Updates

- i. Sitka
 - 1. First Alaskans Institute came to campus to host a dialogue on racial equity
 - 2. ACPE events coming up (Kids2College and I Know I Can)
 - 3. Open House
 - 4. Coast Guard outreach
 - 5. Law Enforcement program under review
 - 6. One staff change upcoming
- ii. Ketchikan
 - 1. March 25 symposium (Immortal Life Plans, Ethics, and the Body)
 - 2. Remodel of Tech Center beings in May
 - 3. Staff Brown Bag series Food for Thought
 - a. Monthly lunch time meetings
 - b. First meeting "Happy Secrets to Better Work"
- iii. Juneau
 - 1. Biometric Screenings March 8-9
 - 2. Student Success Summit March 22

14. Tabling

- a. Gwenna motions to table adjustment to constitution regarding compensation
 - i. Kiwana seconds
 - ii. All in favor

15. Recommendations

- a. Gwenna recommends having Erika Van Flein speak to employees about healthcare changes during Open Enrollment sometime in April

16. Action Items

- a. Recommendation to go through the action items and check off those that are done in google doc

17. Next Meeting April 18, 2017

18. Adjourn

- a. Gwenna motions to adjourn
- b. Amelia seconds
- c. All in favor
- d. Meeting adjourned at 11:09 a.m.