

Committee Updates (March 4, 2020)

President's Update (David)

- Typical Staff Council Events that are coming up:
 - Elections -
 - typically held in early May
 - Rough timeline calls for nominations in April
 - Mona usually helps with creating the election
 - results announced at SDD
 - VP Govaars taking the lead
 - Retreat -
 - draft budget submitted by Denise during Chancellor check in
 - typically held in July, but may be nice to bookend with advising retreat, slated for May, for travelers who participate in both
 - it may be easier to get budget before end of fiscal year
 - Morale Survey
 - John I. volunteered to administer and build survey report with assistance from VP Govaars
 - VP and President both reached out to system governance for the shared questions approved by Staff Alliance
 - Convocation Prep
 - Want to keep this on the radar for the next Staff Council
 - SC runs an all staff assembly
- Most recent Chancellor check in was Feb 12 - Denise and David attended
 - [Denise's notes](#) from that meeting
 - Next is scheduled for March 11. David emailed Chancellor's office that he is scheduled to be off campus that day, waiting for word on next steps. Former VP was also scheduled to attend. This will be updated if we learn more.

Vice President's Update (Kate)

- Newsletter
 - Our [second newsletter](#) went out containing a lot of information found in other parts of this report and links to important Staff Council forms (Mission survey for the Provost, Staff Development Day planning, staff award nomination forms)
- Mission Possible
 - Denise Carl and I got tasked with developing a google form to gather input on our current mission statement which subsequently has been sent out to all faculty and staff. We are collecting responses until March 6.
 - We further got asked to help facilitate a discussion with EMSA on the mission. We crafted a workshop plan and presented that to VC Lori Klein for her to facilitate

- Staff Council succession planning
 - Working with others on documenting annual events, email and file handoffs, and Staff Council obligations to aid with succession planning
- Staff Excellence and Staff Makes Students Count awards are out and both due on or before March 16. Staff Excellence Awards will be presented during Staff Development Day on May 21. SMSC will be awarded during the June BOR meeting.

Chancellor's Cabinet (David)

[Notes](#) from Lori Klein, VC EMSA. These are more thorough and better written than SC president's notes

SPBAC (David)

- Three [SBPAC](#) meetings scheduled: March 5th, 17th and 31st. The President and VP will coordinate on who will represent the Staff Council.
 - Agenda was included for the March 5th meeting
 1. Budget update / planning / decisions & recommendations to date
 2. Introduction to President's Tuition Planning Exercise
 3. Plan for the SPBAC activities for Spring

UAS Title IX Committee (David)

- The UAS Title IX Office name is changed to the UAS Office of Equity and Compliance as of February 25, 2020.
- Title IX committee poll to find semester meeting time went out recently from committee chair Emily Wall

Faculty Senate (David)

- Forwarded document for comments on proposed daily class schedule alignments for UAA/UAF/UAS at the request of Megan Buzby, chair of the Common Calendar Committee (CCC), a subcommittee of Faculty Alliance. Added some comments gathered in personal discussion.
- Reached out to UAS Faculty Senate president by email to see if she wanted to connect on anything

UAS Retention Subcommittee (David/Andie Scharen)

- Since Charla Brown stepped down as faculty chair, this committee appears to be waiting for new leadership to be identified
- NB - Eric Scott was staff chair (Eric left UAS earlier this Academic Year)
- To the best of president's knowledge, it last met November 27
- This committee was commended by NWCCU in accreditation review

Web Strategy Committee (John)

- Work is being done on a number of projects including the Financial Aid site. There has also been training on the Siteimprove program, which is a program that helps find errors and broken links within UAS's webpages.

Advisory Committee on Cultural Safety and Equity (David/Kate)

- President:
 - I am leaning toward this being a committee where Staff Council does not need representation. I will attempt to confirm this before our annual retreat.
 - I am not aware of a meeting. I reached out to the chancellor's office on this topic last semester and they were not aware if it was meeting

Master Plan Implementation Committee (Cody)

- The last meeting notes have been provided [previously](#), and there is not another meeting of the MPIC group scheduled yet.

Compensation Committee, Staff Alliance (David)

- To my knowledge this Committee has not met since January 2019
- Louisa Cyan was nominated to represent UAS, and her name was forwarded to the governance office
- I have asked about the status. My feeling is that the committee could use a new charge, direction, or goal as chair has indicated that it had become cyclical

Staff Health Care Committee, Staff Alliance (David)

(NB: Joint Healthcare Committee is a system-level committee that includes representations from governance, administration, HR. It is a place where some decisions are made regarding plan changes and many ideas are raised. It is also a conduit of information <https://www.alaska.edu/benefits/joint-health-care-committ/>. Staff Healthcare Committee is a Staff Alliance committee. It consists of the members of Alliance who also serve on JHCC and other reps - usually from Staff Councils. It is supposed to be a place for Staff questions and concerns to feed to JHCC as well as a place for JHCC alliance members to get feedback about proposals and ideas <https://www.alaska.edu/governance/staff-alliance/staff-groups-and-committe/staff-health-care-committ/index.xml>)

- SHCC has not met. I think they have not met this academic year.
- Joint Healthcare Committee meets monthly, last on Feb 19. The committee voted to remove the benefit where some deductibles are carried over to the next plan year if applied late in the year. It was not allowed for employees who had elected the CDHP because of the rules of HSA. It should save the UA plan \$300k per year or so.

- We reviewed the letter on the prescription drug tiers changing that will go out to affected employees
- We reviewed health insurance plan usage info, and things seem to be on track.
- There is talk of a premium holiday later this fiscal year again, where the university returns some of its over recovery of costs by suspending employee contributions near the end of the fiscal year. I believe that this has happened the last two years. It keeps us from having to adjust rates and then readjust later. Someone raised the question of whether we could increase the wellness rebate instead
- I think we are eliminating the ability to get the first fill of specialty medicine at a local pharmacy, because it appears to be causing confusion more than alleviating difficulties
 - This will also allow another cost savings program to be started: SaveonSP, which will allow more coupons and discounts to be applied to specialty medication

Morale Committee, Staff Alliance (Kate)

- Morale Committee last met February 11, planning to meet again the week of March 2
- We have been discussing plans for Staff Development Days and funding
- Discussion on administering the morale survey with hopes all institutions will complete a round of surveys by this summer

Sitka Update (John)

Events

- Campus Director search is going well and there are a number of candidates being reviewed.
- Sitka Campus is applying for a Title III 5 year grant. The application is due in early March. The grant terms are for smaller maximum amounts than the current grant. Professor Math Trafton is applying to be project leader.

Personnel Changes

- Positions currently open in Sitka:
 - Campus Director
 - Maintenance (3/9 review)
 - Advisor (mid-March review)
 - Fish Tech Term Faculty
 - Fish Tech PT Marketing and Outreach
- The current Title III grant team has 5 full-time employees (and has had up to 6 at times), is winding down. The grant ends in September.
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Local Recognitions

- There is a "kudos" jar in the mailroom, so any employee can send a note of thanks (signed or anonymous) to any other employee.

Campus Concerns

- A Non-UAS event is happening in Sitka over Spring Break and staff have volunteered to work during the Friday Campus Closure day.

Ketchikan Update (Kate & Shellie)

Events

- The campus library hosted [AskUAS](#) with Dr. Radzilowski on missing art
- Senator Lisa Murkowski toured our Maritime Training Center on February 21
- Metlakatla 3rd graders spent some time at our Maritime Training Center on February 27
- Planning for the next Title III grant submission due soon

Personnel Changes

- Hired a Business Manager. We would like to welcome Chris Hoyt back to UAS Ketchikan! Chris last worked here in 2013.

Juneau Update (Denise)

Events

- This is the 8th week of the semester
- Next week is spring break
- Save the date: April 1 biometrics screening on Juneau campus details forthcoming
- Denise attended the Staff Council President and Chancellor meeting on Feb 12, here are [her notes](#) from that meeting
- **Share your [feedback](#) on the mission statement by Friday, March 6**
- Save the date: Thursday, May 21 is Staff Development Day
 - Want to help? Join the [planning committee](#) by March 4
- [Staff Excellence nominations](#) due by March 16
- [Staff Make Students Count nominations](#) due by March 16
- Dean of Students reopened
- [G Suite Training](#) held on 2/20, recording linked
- Deer Oaks trainings
 - Next sessions :
 - How to Become a More Effective Manager, April 27 Register: <https://attendee.gotowebinar.com/register/6779882669751069954>
 - Successful Approaches to Difficult Employee Conversations, May 4 Register: <https://attendee.gotowebinar.com/register/444956266369821443>
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Personnel Changes

- Testing Center Coordinator has been hired, welcome back Gabe Wechter! He will begin in early April.
- Recruitment underway for CELT Instructional Designer

- Jessy Post and David Russel Jensen from Development and Alumni have accepted new positions, UAA and PITAAS respectfully
- James Yapp has departed Arts and Sciences

Local Recognitions

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Campus Concerns

- Student accounts front counter is open 10 am - 5 pm now due to understaffing, staff are using the 2 hours prior to opening to complete back-end tasks.
- Learning center is closed on Fridays due to understaffing