

UNIVERSITY of ALASKA

Statewide Administration Assembly

Draft Minutes

Annual Meeting

Thursday, June 11, 2009, 9:00 am - 4:00 pm

Fairbanks location: Butrovich Building – Regents Conference Room 109

Anchorage location: Bragaw Office Building – Conference Room 204

1. Call to order and roll call (x = present)

2008-2009 Members:

xJason Davis, President
Paloma Harbour, Vice President
Rita Murphy, Secretary
Betty Dupee
xLinda Hall
xJennifer Mahler
James Milburn
Dana Platta
Bess Rounds
Tami Choquette, Anchorage
xDeShana York, Anchorage
Lisa Spoleder, Alternate

2009-2010 Members

xBetty Dupee (2008-2010)
xKim Eames (2009-2011)
xAlicia Wyse ((2009-2011)
xPaloma Harbour (2009-2011)
xJames Milburn (2008-2010)
xRita Murphy (2008-2010)
xMonique Musick (2009-2011)
xDana Platta (2009-2011)
xBess Rounds (2008-2010)
xErica Fitchett, Anchorage (2009-2010)
xRon Swartz, Anchorage (2009-2011)
xLisa Spoleder, Alternate (2009-2010)
xEarl Voorhis (2009-2010)

Mike Earnest resigned. Alicia Wyse is now a voting member. Earl Voorhis is the new alternate.

Others present: Pat Ivey, Mike Humphrey, Beth Behner, Sharon Bramstad

2. Adopt agenda – passed as amended

MOTION: passed

“The Statewide Administration Assembly moves to suspend the bylaws to allow all current and new voting members to vote during this meeting. This action is effective June 11, 2009.”

MOTION: passed

“The Statewide Administration Assembly moves to adopt the agenda for the June 11, 2009 meeting. This action is effective June 11, 2009.”

3. Approve minutes of May 13, 2009 meeting

<http://gov.alaska.edu/saa/minutes/2009/05-13.pdf>

MOTION: passed

“The Statewide Administration Assembly moves to approve the May 13, 2009 minutes as amended. This action is effective June 11, 2009.”

Amendments:

Add to those present: Jeff Holloway, Terria Rohloff, Jeannine Senechal, and Beth Behner. Regarding the Heart Walk, all of the raffle tickets that we had were sold. We had eight team members and so far raised \$1,000 with the goal being \$2,500.

4. Public and Guest Comments

No public or guest comments

5. Orientation of New Members – *Jason Davis*
<http://gov.alaska.edu/saa/handbook/>

Participants and staff introduced themselves. Jason Davis explained the SAA mission and organization. It was noted that the handbook mission statement was the old one and needs to be updated to the one passed last June.

6. Staff Alliance Update

The Staff Alliance did not have a quorum for its last meeting, but talked about budget, the child care report given by the Staff Alliance chair at the June Board of Regents meeting. There is talk about going to outcomes-based budgeting. Approval of several new programs was postponed by the Board of Regents. The vice president for academic affairs was charged by the regents to present a plan for approving programs. Fourteen new programs were submitted to the regents for approval; far too many to consider in one meeting without prepping the regents in advance of the meeting. The Staff Alliance would also like to have a role in the presidential search. The Board of Regents is meeting July 10 in executive session regarding the recruitment plan for a new president.

8. 2010 Legislative Outlook – *Wendy Redman*

Regarding the presidential search, President Hamilton is staying until a permanent replacement is found. The legislative priorities will continue same as last year: workforce training, careers, precollege training, and healthcare. The university will hold its budget request below \$5 million in new general fund money. Last session was a tough session. Some key legislators are not particularly supportive of the university, are suspicious of the way the university budgets because constitutionally the legislature cannot make line item budget decisions but can only make lump sum appropriation. The university budget and how it is spent is the sole purview of the Board of Regents. This frustrates many legislators, resulting in the move from the legislature splitting a single appropriation for the university to multiple appropriations.

It is critical that the BoR retain control of the budget. The legislature put the funding UA requested for student success k12 initiatives in the Department of Education budget and the money disappeared. So now we are calling that segment “pre-college”. Additionally, the university is a land grant college that, until a few years ago, had little land. A land bill was passed finally to award the university the rest of its land but a state Supreme Court decision shot it down. The entire Alaska Scholars program is paid for by proceeds from university lands. More dependents use the tuition waivers than employees.

The legislators also say they are frustrated because too many university supporters flood the capitol during the 90 day session and as a result, legislators say they can’t get their work done. The Board of Regents has directed that nobody from the campuses goes to Juneau during the session unless they pay their own way and take annual leave.

9. FY10/FY11 UA Budget Update
<http://www.alaska.edu/swbir/budget/June BOR 2009 Final.pdf>
<http://gov.alaska.edu/staff/2009-04-14.dosch-budgetfy10.pdf>

The university received what the legislature passed for the FY10 budget. The governor did not veto anything. For FY11, the regents will focus on the same areas as for FY10.

10. FY10 SW Outlook
<http://www.alaska.edu/swbir/budget/>

Money continues to be tight within statewide because of the loss of interest income and because of the separate appropriations. State law prohibits moving funds between appropriations and the appropriation for statewide continue to be too small in FY11. The UA comptroller has called for another 10 percent reduction in travel, making a total of 20 percent travel reduction for FY09 and FY10.

11. SAA Bylaws change for OIT Representation 2nd Reading
<http://gov.alaska.edu/saa/2009-06-11.draftchanges-bylaws-official.pdf>

MOTION: passed

“The Statewide Administration Assembly moves to waive parliamentary procedure to combine second and third reading in order to pass the bylaws amendment. This action is effective June 11, 2009.”

MOTION: passed

“The Statewide Administration Assembly moves to adopt the bylaw amendment to allow all OIT employees to be eligible to run for election to the Statewide Administration Assembly regardless of where they are located. This action is effective June 11, 2009.”

12. Human Resources/Employee Relations

- 12.1 Employee Awards Ceremony – *Jen Mahler*

Next year, get videoconference services to change camera angle away from people’s backsides. Otherwise everything went fine.

- 12.2 July and December Grid Changes – *Beth Behner*
<http://gov.alaska.edu/staff/2009-06-04-5-bor-090604ref29.pdf>

Employee salary grid changes came about because the legislature wouldn’t fund step adjustments for university because they don’t fund step increases for state employees. Last year, the university received 4.5 percent for a grid adjustment and we promised to return to the legislature with a plan for subsequent salary and grid adjustments. A committee was formed to develop the plan and quickly found that sticking to simply making COLA adjustments to the grid bunches employees at the beginning of the ranges without hope of progression through the range. There are currently provisions for advanced placement and that’s the only recourse currently. For FY10, employees will receive 4.5 percent in a grid adjustment and Step T2 will be reinstalled to the beginning of the ranges. Then transition steps will be incorporated into the grid steps and a 1% -3% range progression schematic will be introduced.. This proposal will be presented for Board of Regents action in September. This addresses a standard ten percent promotion for everyone and the

five percent for reclassification. We will keep the staff compensation committee in place to facilitate transition and discuss future adjustments as they come along. For future years, Betty Dupee requested the work on the grid be done earlier in the year so they can be incorporated into the budget in the normal budget development process. Zero-step people are eligible for bonuses now but in the new grid the top of the range moves up. Keeping T3 and T4 and adding back in T2 is because the grid has moved so much that the T steps are now at market and we can hire at the T2 level.

12.3 Joint Health Care Committee – *Lisa Sporleder*

The Joint Health Care Committee last met May 19 with Premera on disease management programs. Healthways is contracted to Premera to provide the service. They contact the employee and have a lot of outreach. This helps UA save about \$300-500,000 per year. The disease management programs have nurses with at least 20 years experience. It has a 24 hour hot line with a registered nurse on the other end to talk about any medical condition at any time. Eighty percent of the IHP enrollees are women. Disease management costs about \$600,000 per year out of a \$60 million healthcare program at UA. The second presentation was from Caramark who provides UA pharmacy benefits. The university has made inroads with generic medication but a long way to go. Every one percent increase in use of generics equals a savings of \$100-200,000 per year. Mail order increases have been incremental, not gangbusters but steady.

12.4 Employee Communication

The Statewide Voice was restarted thanks to the SAA push at last annual meeting and thanks to Kate Ripley for doing so and to Monique for carrying on.

13. Butrovich Building issues

13.1 Disabled Parking and Landscaping – *Bear Edson*

Facilities planted 59 flower beds this year; up from 35. Ray Ward is a great asset and we want to keep him. Mark Balisek is also very nice. The retaining wall on the east side will also require maintenance. The greenhouses are operating year round and will be supplying indoor plants to offices upon request.

13.2 Butrovich Window Tinting/Shades –

This item was discussed but no action has been taken. At the beginning of FY10, this issue will be pursued again.

13.4 Tanana Loop Sidewalk

No action has been taken by Facilities because it costs too much to do it right.

13.5 Snow Removal

Snow removal around handicapped parking is a problem so call Bear Edsen when problems occur. Snow removal will be a scheduled event next winter.

13.6 Other Butrovich Issues

The issue of faulty head bolt plug ins and parking lot lights was discussed. The stairwell access on the east side is being worked on. A recycling initiative is being investigated again.

14. Anchorage Employee Issues

There were statewide OIT employees in Anchorage and now it has been completely closed out leaving UAA anchorage-based statewide employees in the lurch. A solution is still being investigated. One of the options being discussed is the use of UAA OIT by statewide employees.

15. Election of Officers

<http://gov.alaska.edu/saa/constitution/200-07-20-const-official.pdf>
<http://gov.alaska.edu/saa/bylaws.html>

President

Bess nominated Dana but Dana declined. Bess nominated James Milburn but he declined. Kim Eames was nominated for president and accepted. Kim was elected by acclamation.

Bess Rounds nominated Dana Platta for vice president. Dana was elected by acclamation.

Monique Musique was nominated for secretary and elected by acclamation.

16. Adopt Calendar 2009 – 2010

<http://gov.alaska.edu/saa/calendar/2009-2010.html>

MOTION: passed

“The Statewide Administration Assembly moves to adopt the 2009-2010 calendar as follows:

Wednesday, July 8, 2009

Wednesday, August 12, 2009

Wednesday, September 9, 2009

Wednesday, October 14, 2009

Wednesday, November 11, 2009

Wednesday, December 9, 2009

Wednesday, January 13, 2010

Wednesday, February 10, 2010

Wednesday, March 10, 2010

Wednesday, April 14, 2010

Wednesday, May 12, 2010

Monday June 7, 2010, Fairbanks, 9 am - 2 pm; Annual Onsite Meeting (Butrovich Room 109)

This action is effective June 11, 2009.”

17. Awards to Members, and non-members

Awards were distributed.

18. Other Items of Interest / Member Comments

President's Picnic is August 19.

SAA will take over the employee awards ceremony. HR will do the budget, get approval from president of budget and date, and certify employees for longevity awards. SAA will handle everything else.

Regarding SAA highlights, Monique cannot distribute anything she does not receive so meeting notes should be sent to her right after each meeting.

Does Butro have a fundraising policy? In the classified section of the Voice, Monique can put anything in there that is not commercial. Can we do fundraising potlucks? SAA can sponsor potlucks.

19. Agenda Items for the Next Meeting – Wednesday, July 8, 2009

Tuition waivers – what percentage of dependents have tuition waivers
Potlucks

20. Adjourn – the meeting was adjourned at approximately 2:45pm.