



UNIVERSITY
of ALASKA
Many Traditions One Alaska

Minutes

Staff Alliance

Monday, November 19, 2018

10 a.m. – 12 p.m.

[Google Meet](#)

1 605-412-8063; PIN: 422 645 103#

(Please mute unless speaking.)

Voting Members:

Kiwana Affatato, Vice President, UAS Staff Council

Brenda Levesque, Co-President, UAA Staff Council

John Moore, Co-President, UAA Staff Council

Mathew Mund, President, UAF Staff Council

Monique Musick, Vice President, SW Administration Assembly

Carrie Santoro, Vice President, UAF Staff Council

Josh Watts, President, SW Administration Assembly

Staff:

Morgan Dufseth, Executive Officer, System Governance

Guests:

Michelle Pope, Director HR Accounting and HRIS

Members Absent:

David Felts, President, UAS Staff Council

1. Call to Order and Roll Call

The meeting came to order at 10:03 a.m. and quorum was established.

2. Adopt Agenda

Mathew moved to adopt the draft agenda, seconded. Brenda asked for an amendment to remove the vice chair election. No objections to the amendment or the rest of the agenda.

3. Approve October 19 Minutes – [Reference](#)

Mathew moved to approve as presented; seconded. No objections.

4. Public and Guest Comment

4.1. Michelle Pope – [HR Updates](#)

- 4.1.1. Banner 9 Transition – There are quite a number of SWHR projects on hold until transfer to Banner 9 is complete. Regarding the transition, there is still some work needed on certain pages. There is a known issues website with an updated list of reported problems and the status of the issue. After January 2019, Banner 8 will become more difficult to use due to lack of new updates and support. There is a general [Banner 9 website](#) that has links to a video overview, training opportunities, scheduled maintenance, and login.
- 4.1.2. Faculty and staff compensation equity study – see also the [compensation website](#) for additional information.
- 4.1.3. RFP for healthcare, vision, pharmacy, and wellness are now out and will be due in the next year.
- 4.1.4. Executive hires – Mark Kondrak as CITO and Dustin Bryant as Director of Federal Relations.
- 4.1.5. Alliance members requested that governance be included in the next steps for the leadership development project, especially in gauging interest across UA.
- 4.1.6. Mathew asked that attention be given to standards for supervisors on how to hire above a Step 1, how to award a bonus, how to promote internally. Annual leave bonuses are paid out of department funds but do have separate earnings codes.

5. New Member Introductions

Carrie Santoro, the new vice president for the UAF Staff Council, was introduced. She is the fiscal officer for the Interior Alaska Campus and has been in staff governance since 2016.

6. Chair's Report

Josh Watts

- 6.1. Leadership Forum on November 15 – The workshop covered the yet-to-be-developed culture of respect, advocacy for UA, reframing UA as more of a cause than an institution, and discussion of why people do what they do. See [Leadership Resources website](#) for presenter materials and more information on the forum.
- 6.2. Board of Regents on November 8 and 9 – The Board passed the FY20 budget request, approved new policy on reporting misconduct, and elected new officers (Regent Davies will serve as chair). Josh noted some frustration from other governance representatives that the policy wasn't amended to lengthen the timeline for reporting. Members discussed how governance can better respond to requests to review new or revised policy, including better coordinating responses between staff councils via resolutions, memos, surveys, and public testimony before the Board.

7. Staff Council Reports

- 7.1. UAA Staff Council – Staff invited Faculty Senate President Maria Williams to speak about collaboration between governance in Anchorage; faculty are currently reviewing the service components to their contracts. Also heard an update on Microsoft Teams. Welcomed a new staff council member who comes from the equity and Title IX offices. Reviewed and approved a staff emeritus nomination. Decided to designate two members to regularly participate in BOR public testimony. Formed a committee to find ways to better honor veterans and Alaska Natives/indigenous peoples. UAA’s staff morale survey will close shortly and they will begin to analyze the results. The UAA University Assembly (which included representatives from staff, students and faculty governance) was disbanded by the new chancellor and governance leadership will now be invited to attend the monthly deans and directors meetings. They are also in the midst of recruiting a new governance coordinator.
- 7.2. UAF Staff Council – The SC is working on developing parliamentary procedure training for members. Requested the coordinating committee be activated at UAF to help with sharing communication between students, staff and faculty. Just held elections and will hold orientation in January. Plan to welcome current and new members with a lunch or reception. Carrie is stepping down as chair of the rules committee. Held a successful blood drive and have gotten a brown bag series on professional development off the ground. Working on a combined training calendar to help prevent overlapping sessions. Continuing to work on core values and strategic goals. Morale survey is getting traction and have booked out to January for one-on-one review sessions. Created a UAF Staff Council Facebook page.
- 7.3. UAS Staff Council – Met November 9. Heard several presentations including new STEPS grant that is working with K12 school districts that go into rural communities to encourage dual enrollment for high school students. UAS HR director presented as well and noted she had received negative feedback regarding the longevity awards that were given, and asked UAS Staff Council for ideas on what would work better for staff. The SC has decided to hold a dialogue during the chancellor’s holiday gathering to see what resonates with staff. Also working on clean up and end-of-year projects. Plan to have a morale survey go out after the start of 2019. UAS held its annual Power and Privilege Symposium in Juneau which included a series of speakers and discussions. Also had two days of training for the new travel management system and regulations. UAS also hired a new registrar, Trisha Lee, who formerly served as associate registrar.
- 7.4. SW Administration Assembly – Met on November 12. Having some issues with attendance and achieving quorum. Have opted to support the Denali Center for its holiday charity. Also discussed the results of the SW staff morale survey; results are similar to 2016 however there were fewer respondents (which makes sense due to the reduction in staff). SW hosted a forum with President Johnsen, who discussed recent

projects and updates, including the CITO recruitment and the compensation and equity study.

8. Staff Alliance Committees

- 8.1. Staff Health Care Committee – Have not met since October. Will meet next on November 20.
- 8.2. Compensation Committee – Tried to convene in October/November but didn't get much response; will work to get them together in December.
- 8.3. Morale Committee – Have not met yet. Mathew noted UAF is focusing on trust, training and communication rather than just increased compensation.
ACTION ITEM: Morgan will convene the members in December to begin reviewing morale across the system.

9. External Committees

- 9.1. Joint Health Care Committee – Mathew reported the JHCC held its annual all-day meeting with Premera on Nov. 16. Mathew and Lesli Walls attended and heard FY19 utilization reports. No new decisions made following the presentations.
- 9.2. System-wide Councils – No updates.
- 9.3. System Governance Council – Have not yet met.

10. Ongoing Business

10.1. SW Compensation Review – [Reference](#)

Members expressed the desire to share a memo with the CHRO and project team asking for governance inclusion. Mathew noted it would be good to stay informed on what the faculty are doing with the compensation review.

ACTION ITEM: John will draft the memo asking that staff review the recommendations provided by the vendor.

ACTION ITEM: John also asked members send him any questions or feedback regarding the review.

10.2. November 15 Leadership Forum

See Chair's Report. If someone is moved to advocate for the university, they can always contact their local constituents (after work, using personal devices) prior to session—officials typically have a local office they use until they go to Juneau for the session.

10.3. System Council Membership

Carrie volunteered to serve on the Business Council.

ACTION ITEM: Morgan will draft a memo for Josh to send to President Johnsen with the nominated staff representatives

11. New Business

11.1. Re-schedule Dec. 21 meeting? Move to December 17? Morgan will send email poll

11.2. Governor-elect Dunleavy's request for at-will employee resignations - Are UA employees affected by this request? Nope, they are not. Although the university receives funding from the state, it is not a part of the executive branch and thus not impacted by the governor-elect's request.

12. Agenda Items for December Meeting

Compensation memo to CHRO

HealthyRoads presentation co-hort and utilization

13. Roundtable discussion

14. Adjourn

The meeting adjourned at 12:11 p.m.