1. **Call to Order and Roll Call**

   The meeting came to order at 10:05 a.m. and quorum was established.

   **Members:**
   Josh Watts, (2018-2020); SAA President (2018-2019)
   Monique Musick (2017-2019); SAA Vice President (2018-2019)
   Josiah Borkovec (2017-2019)
   Elaine Main (2017-2019)
   Jennifer Ostrom (2018-2020)
   Monica Terrones (2018-2020)
   Derek Ward (2017-2019)
   Laycie Schnekenburger (2018-2020)
   Caitlin Lipka (2018-2019)

   **Staff:**
   Morgan Dufseth, Executive Officer, System Governance

   **Members Absent:**
   JP Landry (2018-2020); SAA Secretary (2018-2019)
   Shiva Hullavarad (2017-2019)
   Tabitha Hutchings, First Alternate (2018-2019)
   Linda Hall, Second Alternate (2018-2019)

2. **Safety Minute**

3. **Adopt Agenda**

   Josiah moved to adopt as presented; seconded. No objections.
4. **Approve November 12 Minutes**  
Derek moved to approve as presented; seconded. No objections.  

5. **Public and Guest Comments**  
10:05 a.m. – 10:10 a.m.  
None given.  

6. **Reports, Updates, and Information**  
10:10 a.m. – 10:40 a.m.  
6.1. **President’s Report – Josh**  
Josh reported he met with Paul last week and they discussed morale survey results and the planned additional analysis, the ad hoc committee on bonus process, and the OIT de-merger once the new CITO comes on board in 2019.  
6.2. **Staff Alliance Update**  
See Staff Alliance minutes.  
6.3. **Human Resources Update**  
UAF is starting recruitment for new CIO and Josh is serving on the search committee as the staff representative.  
6.4. **Ad Hoc Committee on Bonus Process**  
Reviewed the draft form, agreed to make small changes, have HR Banner A-Team review, and then the committee and SAA will discuss again in January.  

7. **Ongoing Business**  
10:40 a.m. – 11:15 a.m.  
7.1. **FY19 Events – Review January-June**  
Reps reviewed the remainder of FY19 events. Monique moved to approve; seconded. No objections. Anchorage members will re-visit the Valentine’s Day event in early 2019 to see if they will take it up this year.  
7.2. **Morale Survey Results and Next Steps**  
Representatives discussed next steps, including the bonus process and a system-wide morale survey. Suggestion to ask students to help with development of the survey. Morale Committee agreed to discuss further.  

8. **New Business**  
11:15 a.m. – 11:45 a.m.  
8.1. **Proposed Changes to Federal Title IX Guidelines**  
Members discussed the proposed changes.  
8.2. **December holiday event**  
8.2.1. Event Lead: Josh, Monique and Jenn can help too  
8.2.2. Type (cookie exchange, lunch potluck, etc.): potluck  
8.2.3. Date: Dec. 14; 12 p.m. to 2 p.m.  
8.2.4. Location (Butro 109 or Break Room): 109 is reserved  
8.3. **Longevity and Outstanding Awards**
8.3.1. Committee: Elaine (chair), Shiva, Caitlin, Monica
8.3.2. Discussion about increasing award amounts to $1000 for exempt, non-exempt (from $500), and $500 for students and departments (from $100 and $250 respectively). Overall, members were supportive of the increase.

9. **Local Issues**
   9.1. Anchorage 11:45 a.m. – 11:50 a.m.
   Still cleaning up after the earthquake. Might have an after emergency debrief in the near future.
   9.2. Fairbanks 11:50 a.m. – 11:55 a.m.
   OU Campus transition – Alaska.edu is being updated and this plan is to go live with it next week. The new website is a lot more student facing but there are still links to SW organizational structure.

10. **Agenda items for January 10 meeting**
    Discussion with CHRO McGee
    State legislative update from Miles Baker
    Morale Next Steps
    Bonus Process

    February – Invite CITO Condrak

11. **Closing Comments**
    11:55 a.m. – 12:00 p.m.

12. **Adjourn**
    Laycie moved to adjourn, seconded. The meeting adjourned at 11:56 a.m.

**OTHER RESOURCES**
SAA Constitution and Bylaws
SAA Annual Events Calendar
http://alaska.edu/files/governance/SAA-annual-events-calendar.pdf
System Governance Calendar
http://alaska.edu/governance/directorycalendar/