

UNIVERSITY *of* ALASKA

Statewide Administration Assembly

Minutes

Wednesday, February 12, 2013

10:00 a.m. – Noon

Fairbanks: Butrovich 212B

Anchorage: BOB 210

Meeting conducted via video conferencing

1-800-893-8850 PIN# 6484987

Call to Order and Roll Call

Dory called the meeting to order at 10:03 a.m.

Members:

Dory Straight, President (2013-2015)

Monique Musick, Vice President (2013-2015)

Tina Holland, Secretary (2013-2015)

Alex Amegashie (2013-2015) Absent

Heather Arana (2012-2014)

Tanya Coty (2013-2014)

Linda Hall (2013-2014)

Jeff Holloway (2012-2014) Absent

Kathleen Miner, Anchorage (2012-2014)

Dana Platta, (2012-2014)

Chrystal Warmoth, Anchorage (2013-2015)

Britton Anderson, First Alternate (2013-2014)

Debra Rimer, Second Alternate (2013-2014)

Staff:

Joseph Altman, Coordinator, System Governance

LaNora Tolman, Executive Officer, System Governance

Guests:

Chris Christensen, Associate Vice President, State Relations

Dana Thomas, Vice President, Academic Affairs

Nikki Pittman, Chief Audit Executive, Audit and Consulting Services

Michelle Rizk, Associate Vice President, Budget

Chas St. George, Strategic Direction Coordinator, Academic Affairs

Erik Seastedt, Chief Human Resources Office

Approval of agenda

Motion: To adopt the agenda for February 12, 2014

Vote: Motion carried

Resolved: Agenda for February 12, 2014 approved with modification of speaker order - item 9 will be moved to after Shaping Alaska's Future

Approval of minutes

Motion: To approve the minutes for December 11, 2013

Vote: Motion carried

Motion: To approve the minutes for January 15, 2014

Resolved: Minutes from the January 15, 2014 meeting approved with modification on spelling - "SkillSoft" under agenda items should be changed.

Vote: Motion carried

President's Report

A unified front is needed for Shaping Alaska's Future and Commitment to College of Opportunity. SAA will submit a written document to System Governance Office to forward to SW Academic Affairs. Feedback deadline is Friday noon.

Staff Alliance Update

- Staff Make Students Count is in process at all the campuses
- UAA was working on brochures to send out about what governance is
- UAF Staff Council is working on clarifying administrative leave for emergency closure
- Compensation working group will be called back together once the list of names is complete
- Discussion of upcoming retreat and adding a new officer to help keep track of minutes and take workload off of the System Governance Office

Health and Wellness – Erica Van Flein

- Staff can log on now and look at the website for Healthy Roads
- Deadline for personal health assessment is April 30, 2014

SkillSoft Update – Monique Musick for Anne Sakumoto

- Contract goes through January 2015
- Access SkillSoft and the materials through UA login on HR website.
- There will be some upcoming demonstrations on using SkillSoft.

Legislative Update - Chris Christiansen and Michelle Rizk

The House Finance Chairman announced they will cut the governor's overall budget. Houses' budget will be finalized in early March and then go on to the Senate.

Staff Health Care Committee – Monique Musick

They will discuss rates and money after JHCC meets next time on February 28.

Shaping Alaska's Future – Dana Thomas and Chas St. George

- Feedback on the effect statements is due by Monday, February 17 from each of the governance groups
- Administration expects approval on the statements at the April BOR meeting.
- The Office of Public Affairs has developed a great Facebook presence and conversations will be going on there.
- Staff was encouraged to look over the statements affecting their area.

Staff Service Awards – Dana Platta

Recommended names for Outstanding Employees and Department were forwarded to VP Dana Thomas for review and vetting.

Staff Make Students Count

Nomination deadline is February 21

Chapter Four Feedback

Feedback on assigned sections is due next Friday, February 21.

Hotline Update – Nikki Pittman

Systemwide hotline to report financial waste, fraud and abuse, ethical misconduct issues; athletics compliance, HR issues etc. This is a toll free number with an online reporting component. The hotline should be implemented by late April.

Upcoming Elections

Request for nominations, gather nominations, contact to see if they want to participate, and see if they are eligible for re-nomination.

Handling Change Discussion

Karl Kowalski and Jim Durkee said they would be open to speak on a panel for discussion. Dory encouraged the staff to decide how the format should go. Discussion ensued on what should be discussed. Further details will be discussed after April BOR.

Code of Ethics

Staff reviewed Monique's handout covering the topic. Next step is to address System Governance Council for collaboration with other groups.

Filtered Water Fountains at Butrovich

Due to cost filter water fountains are not a feasible measure. The survey stated spending was nearly \$900 a month water in departments which is about 700 gallons a month. Still in discussion on how we can bolster morale with better water.

Anchorage Issues

No issues

Fairbanks Issues

- Question on whether or not there will be a master garden outside of Butrovich.
- Dory will talk to the president about the pergola.

Action Item: Invite Bear to May meeting

Agenda items for the March meeting

Keep the same – strike off “SkillSoft”

Add:

- Online Safety Training – Tina Holland
- Fairbanks Issues - Master Garden
- Performance Evaluations – Erik Seastedt

The meeting adjourned at 11:56 p.m.