



Statewide Administration Assembly Minutes

Wednesday, March 12, 2014

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 10:17 a.m.

Members:

Dory Straight, President (2013-2015)
Monique Musick, Vice President (2013-2015) Absent
Tina Holland, Secretary (2013-2015)
Alex Amegashie (2013-2015) Absent
Heather Arana (2012-2014) Absent
Tanya Coty (2013-2014) Absent
Linda Hall (2013-2014)
Jeff Holloway (2012-2014)
Kathleen Miner, Anchorage (2012-2014)
Dana Platta, (2012-2014)
Chrystal Warmoth, Anchorage (2013-2015) Absent
Britton Anderson, First Alternate (2013-2014) Absent
Debra Rimer, Second Alternate (2013-2014) Absent

Staff:

Joseph Altman, Coordinator, System Governance (Absent)
LaNora Tolman, Executive Officer, System Governance (Absent)

Guests:

Nikki Pittman, Chief Audit Executive, Audit and Consulting Services
Chas St. George, Strategic Direction Coordinator, Academic Affairs

Approval of agenda

Motion: To adopt the amended agenda for March 12, 2014

Vote: Motion carried

Resolved: Agenda for March 12, 2014 approved with modification of speakers remove Chris Christianson and Michelle Rizk; remove Staff Alliance Update

Add Hotline Update to item 11.

Approval of minutes

Motion: To approve the minutes for February 12, 2014

Vote: Motion carried

President's Report

The Statewide Staff Service Awards was noted as being a success and well attended. Labor Relations will be in charge of the entertainment for next year. The award ceremony was recorded and may be viewed by employees that may have missed it.

The SAA Highlights was discussed including a brief history and how SAA will handle them going forward. (Email link to the SAA website and posted on the SAA board)

An additional draft of the Shaping Alaska's Future effect statements were provided to SAA for review. The feedback deadline is Thursday, March 13, 2014.

There are proposed changes for the make-up and reporting of the System Governance Council being explored. There are constitutional changes that would have to change to allow for the new structure and reporting.

Wording on SB 176 has been changed. A final decision has not been made.

The relationship between SAA and the SW System Governance Office was reviewed. Each of the governance groups need to take a more active role with their meetings. Ideas were presented on how to take on this action. A standing committee that helps with coordinating communication within and outside the group was proposed. Discussion will ensue at next meeting.

Hotline Update – Nikki Pittman

A third-party vendor has been chosen to offer Systemwide hotline services to report financial waste, fraud and abuse, ethical misconduct issues, athletics compliance, HR and/or other issues. NAVEX Ethics Point will provide this service to UA. There is a toll free number with an online reporting component provided as part of the service. Reporting may be done anonymously. The hotline should be implemented by the end of the fiscal year.

Human Resources Issues – Erik Seastedt

Performance Appraisal Form Tabled (until next month)

Online Safety Training – Tina Holland

The Online Safety Training RFP is still in process. SAA will be updated when a vendor has been chosen and information will be provided regarding implementation.

Staff Health Care Committee – Linda Hall

The new premiums for FY 15 have been determined. They will be slightly higher, but there will be a \$600.00 annual rebate offered for those covered employees who complete the Healthy Roads survey and provide current biometrics screening information. There is an agreement with Quest labs for all covered employees to receive their biometric labs free of charge. Covered Employees in Anchorage and Fairbanks

may use this service. The rebate will be offered to covered spouses as well after completing the survey and providing biometrics information. The information must be provided by June 30, 2014.

FY 15 plan changes for the 750 and the HDHP include a family out of pocket maximum of \$1700.00 for pharmacy. Previously these plans did not have an out of pocket maximum. These changes have been made to comply with the Affordable Care Act. The CDHP and HDHP plans have increased the preventative dental care benefit from 80% to 100%. In addition, all plans no longer have the preexisting condition exclusion. Furthermore, Employees may opt out of the vision and dental coverage, but it will not decrease their premium.

Shaping Alaska's Future – Chas St. George

- Next Steps
 - o Develop Metrics
 - o Provide the metrics to the Board of Regents in April
- Website – The Office of Public Affairs is developing a new Shaping Alaska's Future Website
 - o New site slated to be revealed in April
 - o Forms online to provide feedback regarding the identified themes
 - o Tabs geared to users
- Feedback on the effect statements was due by Monday, February 17 from each of the governance groups
- Staff was encouraged to look over the statements affecting their area.

Action Item: Dory to recommend teambuilding activity with wellness focus to Tanya "Walk to ..."
(virtual adventure tracked by miles walked)

Staff Service Awards – Dana Platta

Positive feedback from staff was forwarded to SAA regarding the success of the awards ceremony. President Gamble will provide SAA with feedback. SAA to review award acquisition procedures.

Election

Action Item: Dory – Talk with Governance student regarding adding the prior months SAA Highlights to the website.

Action Item: Dory – Meet with Joseph regarding the elections website

Motion: Linda Hall - to table all items on the agenda after Election in Continuing Business. Seconded by Kathleen Miner

Vote: Motion carried

Handling Change Discussion

Tabled (until next month)

Code of Ethics

Tabled (until next month)

Filtered Water Fountains at Butrovich

Change to Water Stations on Agenda

Tabled (until next month)

New Business

Potential construction at Butrovich this summer. Need to confirm with Facilities.

Anchorage Issues

None

Fairbanks Issues

- Question on whether or not there will be a master garden outside of Butrovich.

Action Item: Dory will talk to the president about the pergola.

Action Item: Invite Bear to May meeting

Agenda items for the March meeting

Add:

- Communications Standing Committee – Dory Straight
- Fairbanks Issues - Master Garden
- Performance Evaluations – Erik Seastedt
- Staff Service Awards – President Gamble
- Budget and Legislative Report – Michelle Rizk and Chris Christensen
- Shaping Alaska’s Future Website Update – Chas St. George

Action Item: Dory – request room 204 for the April 9 meeting

Three proxies are needed for the April meeting.

Motion: To adjourn

Vote: Motion carried

The meeting adjourned at 12:00 p.m.

Minutes taken by Tina Holland