

System Office Staff Council

Thursday, June 16th, 2022

8:30 am - 3:30 pm

Butrovich Room 109

Zoom link: <https://alaska.zoom.us/j/88213775307>

Representatives:

Genevieve Bright (2021-2023)

Scott Fronzuto (2021-2023)

Lauren Hartman (2021-2023)

Monique Musick (2021-2023)

Chelsey Okonek (2022-2024)

Austin Somaduroff (2022-2024)

Heather Swanson (2022-2024)

Monica Terrones (2022-2024)

Alternates:

VACANT

Governance Support:

Noel Romanovsky

Guests:

UA President Pat Pitney – absent

Vice President Paul Layer

Foundation President Tod Burnett

Vice President Michelle Rizk

Chief Human Resources Officer Memry Dahl

Chief Finance Officer Myron Dosch

Agenda

8:30 a.m. Breakfast and Introductions - Butrovich Room 109

9:00 a.m. Call to Order and Roll Call

Review and Adopt Agenda

Approve [May minutes](#)

9:10 am Vice President Paul Layer and Vice President Michelle Rizk

10:00 am Foundation President Tod Burnett

10:15 am BREAK




11:00 CHRO Memry Dahl

11:30 am CFO Myron Dosch

12:00 pm BREAK - Lunch and Group Photo

1:15 pm - 3:30 pm Regular Business Meeting

1. Staff Governance Orientation Presentation
2. Reports
 - a. President's report
 - b. Staff Alliance report
 - i. May 20th [minutes](#) and [recording](#) (Passcode: aau896@u)
 - ii. Next meeting Friday June 17th
3. New Business
 - a. Officer Elections (see descriptions in [Constitution and bylaws](#))
 - i. FY23 President – Lauren Hartman
 - ii. FY23 Vice President – Monique Musick
 - iii. FY23 Secretary – undecided
 - b. FY23 SOSC Committee Appointments (see descriptions in [Constitution and bylaws](#))
 - i. Awards Committee
 - ii. Nominations Committee
 - iii. Other committees?
 1. Morale/Events Committee
Potlucks, Thanksgiving, Food Drives
 2. Staff Development Fund – FY 22 received \$100,000 for development of Staff. Staff Alliance is putting together a group to look into the effectiveness of the plans with the allotted funds
 3. Staff Development Day – Recognition and celebratory
 - c. FY23 Meeting Schedule
Second Thursday of the month 10-12
 - d. FY23 Goals
Attainable agenda, more streamlined with clear action items.
 - e. [Employee Engagement Survey](#)
Volunteers to help with this effort: Heather Swanson, Genevieve Bright
4. Ongoing Business
 - a. [Public comment form](#)
Added to encourage statewide staff input
 - b. [DEI video trainings and town hall](#)

- i. DEI Town Hall - Memry did a great job keeping people engaged in difficult conversations.
Monique suggests a shared celebration calendar for the system office.
 - ii. Training deadline extended to September 1
 - iii. [Training videos link](#)
 - c. [System Office Mission Statement project team](#) - Monique Musick
No update yet. SOSC will write a memo about the final draft.
 - d. Staff Make Students Count
They are evenly evaluated by all four institutions with a rubric form, which will be presented at the September Board of Regents meeting.
 - e. Systemwide staff development day
 - i. Had a debrief meeting June 7th – discussed how to improve the process with more unified messaging.
 - ii. Planning for FY23
Austin Somaduroff could help with data. An issue is when people take a hiatus and are not awarded for their longevity award. Standardized longevity awards would be a morale booster.
 - f. Staff Development Fund
 - i. Amy E. Gallo on June 7th - thoughts/comments
Difficult Conversation in Difficult times.
 - ii. Final FY22 report
 - iii. Start planning for FY23
 - iv. For reference:
 1. [Mid-year report to president](#)
 2. [Ideas submitted by SO staff last year](#)
 3. [FY22 Proposal from Staff Alliance](#)
 - g. Compensation
 - i. Call for compensation committee rep - by July 11th
 - ii. [Response to Staff Alliance motion](#)
 - iii. For reference:
 1. Staff Alliance passed [motion asking for a committee](#) to work with HR on implementation of compensation philosophy
 2. Juella, Dawn, and Lauren met with CHRO Bishko Mar. 16th
 3. [Presentation from February BOR meeting](#)
 4. Documents from November BOR meeting:
 - a.  BOR Budget Discussion Nov 11-12, 2021 final.pdf
 - b.  FY23 Operating Budget Request.pdf
 - c.  Compensation Philosophy Statement 10-29-21.pdf
 5. [Staff Alliance comments on response to compensation memo](#)
 6. [Response to FY23 Compensation Memo](#)
5. Staff Alliance Committees
 - a. Joint Health Care Committee/Staff Health Care Committee - Monique

Three representatives from each of the Unions and staff members. Vote is not binding, it is still up to the HR Director and Benefits Manager, though they generally do not vote against the majority. The Staff Health Care Committee informs the Joint Health Care Committee the details of the health benefits and if any changes could happen.

- b. Ad-hoc Committee on Shared Governance - Lauren, Monique
A committee to discuss governance processes and how we can elevate and improve governance. This committee will end at the end of the fiscal year. Staff Alliance will decide whether to incorporate it again.
 - i. [Response to Common Table](#)
 - ii. [Response to governance feedback period](#)
 - iii. For reference:
 - 1. [SystGovCncl Memo to Regents - Common Table](#)
 - 2. [One-page summary of proposed Common Table](#)
 - 3. [DRAFT Resolution to change governance feedback period](#)
 - c. Staff ombuds committee - Lauren
 - i. [Staff Ombuds call for committee members.pdf](#)
A mediary to bring issues to who will advocate for fairness.
 - d. Compensation Committee
 - i. See above, item g
 - e. Morale Committee (not currently active)
Would like a Morale Survey done this year.
6. Old Business
- a. Systemwide Goals and Measures
 - i. [Approved Goals and Measures document](#)
 - b. [Response from Chair Buretta](#) regarding motion to appoint president
 - i. For reference: [System Governance Council resolution](#)
 - c. System Office [administrative review](#)
 - i. For reference: [UASystemOffice_2021AdminReview_Response.pdf](#)
 - d. Post-COVID Workplace/Remote Work Project
 - i. For reference:
 - 1. [Post-Covid Project Final Report](#)
 - 2. Remote work website: alaska.edu/remote-work/
 - 3. Training recordings available at MyUA
 - e. For reference: [Website with employee resources](#) (Monique)
7. General Updates and Reminders
- a. [FY22 Supplemental Annual Leave Cash-In](#)
 - b. [Upcoming HR Trainings](#)
8. Local Issues
- a. COVID/Remote work status
Discussed supervisor approved remote work.

9. Department Issues, Updates and Kudos
10. Agenda items for next meeting
11. Closing Comments
12. Adjourn
Lauren moves to adjourn. Monique seconds.

3:30 Meet Your Representatives - Butrovich 109

All System Office staff are welcome to come to Room 109 for snacks and socializing with SOSC representatives

RESOURCES:

- [Constitution and bylaws](#)
- [Regents' policy and university regulation](#)
 - [03.01 - Faculty, Staff and Student Governance](#)
- [System Office org chart](#)
- [Governance basics presentation](#)
- [Chairing a meeting](#)
- [System Office staff numbers](#)
- [FY22 SOSC Goals and Issues](#)
- [FY22 Tentative Events Schedule](#)