

System Office Staff Council

Thursday, July 21st, 2022

10:00am-11:00am

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

Representatives:

Lauren Hartman (2021-2023) FY23 President

Monique Musick (2021-2023) FY23 Vice President

Genevieve Bright (2021-2023)

Raina Collins (2022-2024)

Scott Fronzuto (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:

1. Call to Order and Roll Call
 - a. Review and Adopt Agenda
Heather moves to approve. Genevieve seconds.
 - b. Approve [June minutes](#)
Postponed to add more details.
2. [Public Comment](#)
A staff member asked for the meeting schedule which wasn't yet confirmed.
3. Reports
 - a. President's Report (Lauren)
 - i. Monthly meeting with VP Paul Layer July 13th (next meeting Aug. 10th)
Monique and Lauren met with VP Paul Layer. They discussed the System Office Mission Statement. The Association of Governing Boards is continuing their search for a new CFO. They will also be providing an interim CFO in the meantime. Pearl Bower's lead ANSI position is still being decided on.
 - ii. SOSC Agendas
Lauren has developed a new agenda prep schedule and made some changes to the agenda structure. Feedback is appreciated.

Agenda is streamlined and more doable. We will start with the Committee Reports and will move on the actionable items in the New Business section.

iii. SOSC committee info on website

Lauren will be working with Noel to make sure committee info is up to date on the website

b. Staff Alliance Report (Lauren, Monique)

i. July 15th [agenda](#) and [recording](#) (passcode: &8ae+2m*)

CHRO Memry Dahl was in attendance. David Bishko is still continuing to work on implementing exit surveys. It is difficult to get participation from staff that are leaving the University. They discussed different strategies to get feedback. They discussed adopting the recognition policy Systemwide and different ways of implementing it and to what level. There is Board of Regents policy, university regulation, and small “p” policy. A lot of the things that are in the policy are all doable system wide, there may not be awareness of those policies. Staff Alliance has been asking for a replacement of the HR Council to have a better flow of communication between governance and HR. Memry recommended us to invite business partners to the Staff Council meetings. Memry will tell her leaders to look for ways to reach out to the council to communicate. There was a discussion about the Compensation Committee which will start in late September or October. They are collecting data now to be fully informed so as to be able to make the most progress once the committee is formed. There was a draft compensation memo that was developed, which will be discussed in more detail later in the agenda.

ii. Next meeting August 19th

c. Staff Alliance Committees

i. Staff Healthcare Committee (Monique, Heather)

There will not be any meetings until fall, when JHCC resumes meeting.

ii. [Compensation Committee](#) (Austin)

Memry will be heading up this committee in the fall. It makes a lot of sense to have a joint committee between Staff Governance and HR. There will be representatives from the Staff Councils as well.

iii. Ombuds Committee (Lauren, Heather)

Heather will look into if the Staff Union has an ombudsman. It would be useful information to have for nonunion staff to see what works for them

iv. Staff Development Fund (Raina, Lauren, Monique)

Raina has volunteered to lead this for Staff Council. There has been two meeting thus far. The first meeting reviewed how last years Staff Development Fund went and how difficult it was to set up the infrastructure to manage the administrative tasks of spending the fund. There was discussion to split the \$100,000 evenly or to distribute the rest proportionally. It seems a combination of both will be implemented, but there has not been a firm decision yet. We want to focus on the purpose

of the fun and spend the fund wisely with the most benefits to staff development. We discussed that Staff morale and recognition is an entirely different event with different funding. There was a discussion on which methods were the best use of the money; the value of speakers, conferences, and mini scholarships. Raina was administering funds for UAF. Linked In learning licenses were appreciated, which are still available until December. Another issue was to communicate the availability of these resources to staff. It would be useful for staff to share which classes they took which were useful. Alaska Airlines offers airline tickets to offset conference costs. Certain departments offer scholarships for training.

d. SOSC Committees

i. Morale/Events Committee

Genevieve and Raina have volunteered for the Morale and Events Committee. Genevieve is looking forward to getting input and inspiration from the engagement survey.

ii. Awards Committee

Genevieve will continue leading the awards committee. She did an outstanding job last year and will no doubt do even better next year.

iii. Nominations Committee

The form is available for anyone to join SOSC.

iv. Staff Development Day

We will discuss this at the next meeting.

e. Other Committees

i. System Office Mission Statement (Monique)

The executive leadership contributed their portion of the Mission Statement. Pending any adjustments with the committee this version will be presented to the Board of Regents in September. The System Office Mission Statement Committee worked really hard with an inclusive process soliciting 100's of comments of input. It was then sent to the Executive Council without much communication or feedback. We finally received a copy of the draft and an opportunity to weigh in before it moves forward. The memo was addressed to the President and to the Executive Leadership Team, that was explicitly requested to share with governance which was remiss. The first reading will be at the September Board of Regents meeting and will be approved at the November Board of Regents meeting.

ii. HR Customer Service Experience (Scott)

No update. The meeting will be next week.

iii. Staff Engagement Survey (Heather, Genevieve)

The first meeting was earlier this week with a lot of information. There are still questions as to who is the target audience. The group is dedicated and passionate. As they define their goals and objectives, good information will come out of it.

- iv. Joint Healthcare Committee (Monique)
- v. [Shared Governance/Common Table Working Group](#)
This will start in the fall to discuss better communication between Governance, the Administration, and the Board of Regents. Raina has Volunteered to participate with this group.

4. New Business

- a. [Draft FY24 Compensation Memo](#)

Add Roth IRA as an option for employees. There isn't a big cost for the Administration and a big benefit for the staff of the university.

Allow a la cart benefit options such as dental only or dental and vision only.

Employees currently are only able to enroll in all or nothing and include medical, which not everyone needs.

Re-envision parking. With the rise of flexible/remote work

With the rise of flexible/remote work arrangements, more and more employees view parking fees as a tax for working on campus.

- b. Encourage the university to adopt alternatives to requiring employees to pay for parking. Perhaps departments could pick this up by including parking in the benefits rate? Maybe there's another solution?
- c. Have dedicated employee parking spots.

Meeting Adjourned and will resume next week.

5. Other Business

- a. SOSOC FY23 Goals

6. General Updates and Reminders

- a. [UA News Center](#)
- b. [Upcoming HR Trainings](#)

7. Local Issues

- a. COVID/Remote work status
- b. Butrovich water filter update

8. Department Issues, Updates and Kudos

9. Agenda items for next meeting

10. Closing Comments

Monica Terrones Vargas has been offered a new position outside the university and will longer participate in the System Office Staff Council.

11. Adjourn

Meeting

RESOURCES:

- [Meeting Recordings](#)
- [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](#)