

# System Office Staff Council Regular Meeting

Monday, August 7th, 2023

1:00 pm-3:00pm

[Zoom link](#)

## Representatives:

Genevieve Bright (2023-2025) FY24 President  
Monique Musick (2023-2024) FY24 Vice President  
Austin Somaduroff (2022-2024) FY24 Secretary  
Andrew Aquino (2023-2024)  
Rebecca Catlin (2023-2025)  
Scott Fronzuto (2023-2024)  
Lauren Hartman (2023-2025)  
Jake Mendenhall (2023-2025)  
Jamie Meyer (2023-2024)  
Chelsey Okonek (2022-2024)  
Aimee Sudbeck (2023-2025)

## Alternates:

Vacant

## Governance Support:

Noel Romanovsky  
Sharon Dayton

## Guests:

VP ASR Paul Layer

## Agenda:

1. Call to Order and Roll Call
  - a. Review and Adopt Agenda
  - b. No minutes to approve
2. Vote
  - a. Confirmed GB
3. [Public Comment](#)
4. New Business
  - a. Prepping for FY24
    - i. Sept meeting on Sept 11th - Set 2023-24 calendar
    - ii. [Complete Orientation \(from Retreat\)](#)
    - iii. FY24 Goals

1. For reference: previous year's goals and focus areas:
    - [https://docs.google.com/document/d/1EI\\_jCFVRobeksuONayQg3uLwLB8\\_s\\_busH4wUU1om1A/edit](https://docs.google.com/document/d/1EI_jCFVRobeksuONayQg3uLwLB8_s_busH4wUU1om1A/edit)
  - b. Retreat feedback:
    - i. Big thank you to those who made it happen!
  - c. Butrovich Building/System Office communications and Emergency Response
    - i. Three communications levels - emergency (all in any location regardless of affiliation), all System Office (regardless of location), building specific (regardless of affiliation)
    - ii. Need to update System Office Emergency Action Plans - will seek SOSC input and assistance with sharing and implementation
5. Ongoing Business
- a. [Staff Make Students Count](#)
    - i. Awardees are vetted, official letters will be sent, awards ordered, and travel arranged
    - ii. Will be presented at Late August Board Meeting
  - b. [Web accessibility VRA](#) - awaiting formal response from OCR
  - c. [System Office Intranet](#)
    - i. [BOB site](#)
  - d. [System Office mission statement](#) - what's next?
6. Reports
- a. President's Report
    - i. Monthly meeting with VP Paul Layer (next meeting Aug 9)
    - ii. Staff Alliance (Genevieve, Monique)
      1. [July minutes](#) and [recording](#) (passcode: HP4S1De#)
        - a. Next meeting Friday August 18th
      2. [Monthly council president's meeting with CHRO Memry Dahl](#)  
Jul 11; Aug. 7 - meeting canceled, scheduled for Aug. 14
  - b. SOSC Committees
    - i. Morale/[Events](#) Committee (Aimee, Andrew, Genevieve, Rebecca)
    - ii. Awards Committee (Aimee & Genevieve)
      1. [Event recording and photos](#)
    - iii. Nominations Committee (Lauren)
    - iv. Staff Development Day (Austin, Scott)
      1. [Session recordings](#)
      2. Change Management - rescheduled for Thurs 8/3
  - c. Staff Alliance Committees
    - i. [Compensation Committee](#) (Austin)
      1. Additional/replacement committee member from SOSC for FY24 (Andrew) Next meeting TBD
    - ii. [Staff Development Fund](#) (Lauren)
      1. BOLO for update on class tuition update

- iii. Staff Healthcare Committee (Monique)
  - d. Other Committees
    - i. Joint Healthcare Committee (Monique) - Next meeting will be August 16 (staff committee mtg the day after)
      - 1. New chair Matthew Mund
      - 2. [New website](#) - needs content
    - ii. Staff Engagement Survey (Lauren)
      - 1. Engagement Survey Kick-off meeting with Qualtrics July 26th
    - iii. UA Accessibility Workgroup (Scott)
      - 1. Working to become an officially recognized committee
        - a. Group meets every two weeks - connect with Scott for an Invite, next meeting on 8/15 @ 1030am
7. General Updates and Reminders
- a. Events and New Updates:
    - i. BOR August Meeting
      - 1. Public testimony August 28 4:00pm - 5:00pm
      - 2. August 30-31 Committee and full board meetings
  - b. News and General Info Links:
    - i. [Capitol Report](#)
    - ii. [UA News Center](#)
    - iii. [System Office Bulletin](#) (replaced by System Office Intranet)
    - iv. [Upcoming HR Trainings](#) (no longer in use, please see this new link: <https://www.alaska.edu/hr/>)
8. Local Issues
- a. Anchorage
    - i.
  - b. Fairbanks
    - i. New Butrovich Building Occupants
      - 1. Communications, protocols, etc.
9. Department Updates, Issues, and Kudos
- a.
10. Agenda items for next meeting (Sept 11):
- a. Continue adding to and refining [FY24 Goals](#)
11. Closing Comments
12. Adjourn

Resources:

- [SOSC Meeting Recordings](#)
- [SOSC FY23 Goals](#)
- [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](#)
- [UA News Center](#)
- [System Office Bulletin](#)
- [SO Intranet](#)