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/1El_jCFVRobeksuONayQq3uLwIB8_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