System Office Staff Council Minutes
Monday, April 1, 2024
1:00 pm-3:00pm

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)
-Chelsey Okonek (2022-2024)
Aimee Sudbeck (2023-2025)

Alternates:
Vacant

Governance Support:
Noel Romanovsky
Mary Burnham
Sharon Dayton

Guests:
Ben Shier, CITO
Bill Anker
Paul Layer, VP ASR
Bryan Hoppough, Human Resources senior business partner

Agenda:
1. Call to Order and Roll Call
   a. Review and Adopt Agenda
   b. Minutes 3.4.2024

2. Guest Comments
   a. Ben Shier (CITO)
      i. Note: recordings of the Thought leaders Forum presentation is also available on the Faculty Alliance Website:
         https://www.alaska.edu/governance/faculty-alliance/
   b. Bill Anker:
      i. (note slides from presentation)
   c. Paul Layer:
      i. Follow up on AI - academic integrity and use of AI
ii. Town Hall - good crowd; slide show for those who couldn’t attend? Six Sigma/PIT training?
iii. Policy and Regulation - ten on file, need review and possible updating

d. Bryan Hoppough

3. **Public Comment**
   a. No public comment received.

4. **New Business**
   a. Staff Council Retreat - timing/topics
      i. Send doodle poll for availability
      ii. Topics: continue IA discussion? Goals for coming year - following survey+
   b. Staff Make Students Count
      i. Extended deadline: was March 18, now April 4 - HOWEVER - Awards ceremony is now in May
         [https://www.alaska.edu/governance/staff-alliance/staff-make-students-count/](https://www.alaska.edu/governance/staff-alliance/staff-make-students-count/)
   c. Staff Development Day
      i. Planning Under Way
         1. Gathering and Scheduling Guests
         2. Planning Schedule and Catering
         3. Thank you everyone for your recommendations and offers to help!
   d. Longevity and Outstanding Service Awards: April 26, 2024
      i. Plan to attend in person or on zoom - Anchorage or Fairbanks.
   e. Faculty Alliance Thought Leaders Forum – *AI and the universities* March 28 - 29
      i. Note - recordings of 20 minute sessions are worth the watch

5. **Ongoing Business**
   a. **System Office Intranet** - new alaska.edu/System leadership overview video - contains meeting highlights plus announcements, deadline reminders, and fun stuff happening.
      i. BOB site
      ii. Info boards/signage: digital directory, current ones are incorrect, rather than analogue
   b. **Institutional Compliance Program**
      i. **Compliance Chats**
         1. The latest series is covering cybersecurity.
      ii. **UA Compliance Leadership for Supervisors Training**

6. **Reports**
   a. President’s Report
      i. Monthly meeting with VP Paul Layer took place March 11, 2024
         1. Feb. meeting canceled;
         2. Updates from Paul:
a. Staff Alliance (Genevieve, Monique)
   1. March 22 Minutes and Recording Passcode: Rq.4xe%+
a. Discussed the results of the previous JHCC meeting/vote with CHRO Dahl, and Compensation Committee updates - which will be discussed further down in the agenda
b. System Governance Council met as well - finding topics that impact the majority of the groups engaged (Staff, Faculty, Students); previous topics included smoking on campus - may include minors on campus and other whole-system issues

b. SOSC Committees
   i. Morale/Events Committee (Aimee, Andrew, Genevieve, Rebecca)
      1. Date set for April 26, 2024
         a. Review committee for Outstanding nominees - meet and discuss tomorrow
   ii. Awards Committee (Aimee & Genevieve)
      1. No update at this time
   iii. Nominations Committee (Lauren)
      1. No update at this time
   iv. Staff Development Day (Austin, Scott)
      1. Session recordings
      2.

c. Staff Alliance Committees
   i. Compensation Committee (Monique)
      1. Renamed - Ad Hoc Staff Total Compensation Advisory Committee
      2. Updates since March meeting
         a. Discussion of processes/rationales
      3. Evaluation and discussion of past staff requests
         b. Developing final requests while budgets are under discussion (part of the process, not after budget has been decided)
   ii. Staff Development Fund (Lauren)
      1. Last deadline for $500 professional development funding is TODAY
      2. Class fee scholarships for summer semester dependent on leftover funding
      3. LinkedIn Learning Licenses (now managed by HR):
         a. LinkedIn Learning info page
   iii. Joint Healthcare Committee (Monique)
1. Overview of recent meeting: response to recommendation of 6:4 vote to eliminate wellness rebate/points program – RFP for new vendor
   a. Rebate will shift to an incentive: 82% paid by UA; 18% by employee plan; → rate changes but not universal
   b. No longer ‘paying for own benefit’ but will continue to use a metric (like points) in a new and improved way
iv. Staff Healthcare Committee (Monique)
   1. Overview of JHCC meeting

d. Other Committees
   i. Employee Experience (formerly known as Staff Engagement) Survey (Lauren) - renamed Employee Feedback and Assessment Committee
      1. Town Hall Recap - Staff Development Day opportunity?
      2. Post link to presentation on *INTRANET SITE*
   ii. UA Accessibility Workgroup (Scott)
      1. Working to become an officially recognized committee
         a. Group meets every two weeks - connect with Scott for an Invite.
      2. No updates at this time.

7. General Updates and Reminders
   a. Events and New Updates:
      i. Upcoming BOR Meetings: June
      ii. Recent meetings: Feb. 20, 2024
   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

8. Local Issues
   a. Anchorage
      i. UAGD is great success!
   b. Fairbanks
      i. UAGD is great success!

9. Department Updates, Issues, and Kudos
   a. Starting Thursday, Scott will be providing basic & advanced training sessions for Zoom (Tuesday and Thursday drop-ins): Zoom Trainings - Spring 2024
   b.
10. Agenda items for next meeting (May):
   a. Follow-up/recap of Staff Development Day and Longevity Awards
   b. Update on Banner upgrade - self service and other topics; Michelle Pope guest speaker?

11. Closing Comments
   a.

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