# System Office Staff Council Agenda

Monday, September 8, 2025

9:00am-11:00am

Zoom:

https://alaska.zoom.us/j/89316265720?pwd=VE8veHpiTXdYSVRvdEhnSWJpVDN4dz09

Meeting ID: 89216265720

Passcode: 597537

Representatives:

Nicole Goff (2024-2026) FY26 President

Genevieve Bright (2023-2025) FY26 Vice President

Hailey Jo Moyle (2025-2027) Secretary

Rebecca Catlin (2025-2027)

Sarah Belmont (2024-2026)

Raina Collins (2024-2026)

Chelsey Okonek (2024-2026)

Emilee Pruitt (2024-2026)

Aimee Sudbeck (2025-2027)

Jeremiah Youmans (2024-2026)

Logan MacDonald (2025-2027)

Alternates:

Vacant

Governance Support:

Noel Romanovsky

Sharon Dayton

Guests:

Brian Smentowski (?)

Margo Griffith

Nickole Conley

Heather Arana

Jamie Heckman

Agenda:

1. Call to Order and Roll Call

a. Review and Adopt Agenda
b. Review and Adopt August Minutes
    i. [August Meeting Minutes](#)

2. Guest Comments
    a. Brian Smentowski (?)
    b. Margo Griffith
        i. Introduction
        ii. Overview of System Office staff onboarding, including updates and any future plans
        iii. Update on Supervisor Training
    c. Nickole Conley
        i. Introduction
        ii. Vision and priorities as Interim Chief Human Resources Officer
    d. Jamie Heckman
        i. automated overtime
    e. Heather Arana
        i. Evicore
            ● How was eviCore evaluated for data security and privacy?
            ● Did Premera force us to use a third party for these procedures or was this decided internally?
        ii. July holiday update
        iii. Status of the compensation memo
        iv. Address public comment below

3. [Public Comment](#):
    a. [September Public Comment](#)

4. New Business
    a. Trainings and Eval Reminders:
        i. [Annual Security Awareness Training](#) - Annual training starts on September 1st. A 20-minute module is available on your personalized KnowBe4 Training Dashboard. You'll receive a notification email with a link to log in using Single Sign-On (SSO). The deadline to complete the training is October 31, 2025.
        ii. Performance Evalutions- Initial eval reminder
        iii. Title IX Training Reminder

      iv. Universal Process Improvement Training - September 11 (connect with Kara Axx if interested)
- b. SOSC is currently looking for another representative
- c. Board of Regents updates
- d. Accidental, not real, checks sent out from Premera:
  *Premara had an IT issue occur last week that inadvertently sent provider payment notifications to members. Premara IT teams deployed a solution on August 28.*

5. Ongoing Business
   - a. (PAUSED) Branding - relate it to the mission/vision statement (updates?)
     - i. Likely need to postpone this conversation
     - ii. Lower priority due to current events

6. Reports
   - a. President's Report
     - i. Monthly meetings with Brian Smentkowski, Vice President and Chief Academic Officer
     - ii. Staff Alliance (Genevieve, Nicole)
       - Updates from August Staff Alliance Meeting
       - [Next staff alliance meeting](#) scheduled for September 18th

   - b. SOSC Committees
     - i. Morale/Events Committee (Aimee, Genevieve, Rebecca, Nicole, Raina, Hailey Jo)
     - ii. Awards Committee (Nicole, Genevieve)
     - iii. Staff Development Day (Aimee, Nicole, Hailey Jo, Genevieve)
     - iv. Nominations Committee (all)

   - c. Staff Alliance Committees
     - i. Compensation Committee (Nicole, Emilee)
     - ii. [Staff Development Fund](#) (Raina, Noel, Genevieve, Sara)
     - iii. Joint Healthcare Committee (Raina/Logan/Rebecca schedule TBD - Monique to hand off)
       - + Staff Healthcare Committee

   - d. Other Committees

i. Employee Feedback and Assessment Committee (formerly known as Staff Engagement, Employee Experience) – Chelsey
- Updates - See email from Pres. Pitney with links:
  a. https://www.alaska.edu/hr/training/experience.php#reports
  b. https://drive.google.com/file/d/1WSq-kaLtsh-gS_TiuGGl4Uer7kY8ZD9F/view

ii. UA Accessibility Workgroup (VACANT-previously Monique)
- Working to become an officially recognized committee
  a. Group meets every two weeks
- Training offered jointly between UAA/UAF
  a. https://www.alaska.edu/news/system/2024-UA-disability-services-free-virtual-training.php

7. Old Business:
   a. Compensation Memo
   b. Institutional Compliance Program
      i. Compliance Chats
         - The latest series covers research ethics and compliance
      ii. UA Compliance Leadership for Supervisors Training

8. General Updates and Reminders
   a. Events and New Updates:
      i. Craft Hour & Teatime at Butrovich!
         - 📍 **Location:** Butrovich Building, Room 204
         - 📅 **Date:** Tuesday, September 10th
         - 🕐 **Time:** 2:30 PM – 4:00 PM
         - We'll have floral teacups and light refreshments. Please bring a relaxing craft activity you enjoy to inspire your creativity and spark conversation. Whether you're stopping by to sip, create, or connect with colleagues, we'd love to see you there!

   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

9. Local Issues & Updates
    a. Anchorage
        i.
    b. Fairbanks
        i.
    c. Juneau
        i.
    d. System Office
        i.
10. Department Updates, Issues, and Kudos
    a.

11. Agenda items for next meeting (October 6th):
    a. Future guest speakers:
        i. Ben Shier
        ii. Jeannette Okinczyc
        iii. Kim Washburn, UAF/SO HR Business Partner, University of Alaska Human Resources

12. Closing Comments
    a.

13. Adjourn

<u>Resources:</u>
- [SOSC 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](#)
- [UA News Center](#)
- [System Office Bulletin](#)
- [SO Intranet](#)
- [System Office Intranet](#) - new alaska.edu/System leadership overview video - contains meeting highlights plus announcements, deadline reminders, and fun stuff happening.
    - [BOB site](#)

- [Butrovich site](#)