

# System Office Staff Council Agenda

Monday, Oct. 7, 2024

9:00am-10:30am

Zoom:

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

Meeting ID: 893 1626 5720

Passcode: 597537

## Representatives:

-Genevieve Bright (2023-2025) FY25 President  
-Monique Musick (2025-2027) FY25 Vice President  
xRebecca Catlin (2023-2025) FY25 Secretary  
Andrew Aquino (2024-2026)  
-Sarah Belmont (2024-2026)  
-Raina Collins (2024-2026)  
-Nicole Goff (2024-2026)  
Chelsey Okonek (2024-2026)-  
-Emilee Pruitt (2024-2026)  
-Aimee Sudbeck (2023-2025)-  
Jeremiah Youmans (2024-2026)

## Alternates:

Vacant

## Governance Support:

Noel Romanovsky  
Sharon Dayton

## Guests:

Tlisa Northcutt, UA Foundation Interim President + UA Chief Development Officer  
Maggie Demers, Director of Communications & Public Relations

## Agenda:

1. Call to Order and Roll Call
  - a. Review and Adopt Agenda
  - b. Review and Adopt [September Meeting Minutes](#)
2. Guest Comments – UA Foundation *For Alaska* campaign
3. [Public Comment](#)
4. New Business
  - a. Save the Date - Town Hall October 22, [form to pre-submit questions](#)

- b. Special Full Board Meeting Oct 1
- c. Remote Work Regulation Changes | New Remote Work Agreement Form
- d. Feedback on Employee Engagement Survey
- e. Congrats on Chili Cook Off success!

## 5. Ongoing Business

- a. Branding - relate it to the mission/vision statement (updates?)
- b. New Proxy cards for Butro after-hours access
- c. Relationship building
  - i. Communicating achievements: examples can include longevity counting (adoption of UAS method), supervisor level awards (adoption of UAF form), compensation memo outcomes (see memo for specifics), healthcare benefits (retention of rebate - staff driven)
  - ii. Consider monthly DYK on the site (GB will draft)

## 6. Reports

- a. President's Report
  - i. Monthly meeting with VP Paul Layer -
    - 1. Next meeting October 9th
    - 2. Updates from Paul:
  - ii. Staff Alliance (Genevieve, Monique)
    - 1. September 20 meeting
      - a. Voted on new chair - UAS Austin Cranford
      - b. Alliance retreat - October 23, 2024 (FAI)
- b. SOSC Committees
  - i. Morale/[Events](#) Committee (Aimee, Andrew, Genevieve, Rebecca)
    - 1. Upcoming event: Blood Drive week of October 28th
  - ii. Awards Committee (Aimee & Genevieve)
    - 1. NA
  - iii. Staff Development Day (Monique/Aimee/Nicole)
    - 1. Next Meeting TBD
  - iv. Nominations Committee (TBD)
    - 1. Resume in Spring
- c. Staff Alliance Committees
  - i. [Compensation Committee](#) (TBD - Andrew, Nicole, Emilee, Rebecca)
    - 1. Renamed - Ad Hoc Staff Total Compensation Advisory Committee
    - 2. Updates since last meeting
      - a. NA
  - ii. [Staff Development Fund](#) (Raina)
    - 1. [FY25 Staff Development Funding Request](#)

- iii. Joint Healthcare Committee (Monique)
        - 1. Health Care accounting
        - 2. Travel Benefit Presentation
    - d. Other Committees
      - i. Employee Experience (formerly known as Staff Engagement) Survey (Chelsey) – renamed Employee Feedback and Assessment Committee
        - 1. Feedback received
      - ii. UA Accessibility Workgroup (Monique)
        - 1. Working to become an officially recognized committee
          - a. Group meets every two weeks
        - 2. 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. [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. [Butrovich site](#)
    - iii. 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](#)
8. General Updates and Reminders
- a. Events and New Updates:
    - i.
  - 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
- a. Anchorage
    - i.
  - b. Fairbanks
    - i. Butro access card - reminder

10. Department Updates, Issues, and Kudos

a.

11. Agenda items for next meeting (November):

a. Parking conversation?

12. Closing Comments

a.

13. 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](#)