

# System Office Staff Council Minutes

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

- Rebecca 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  
Approved
  - b. Review and Adopt [September Meeting Minutes](#)  
Approved
2. Guest Comments – UA Foundation *For Alaska* campaign  
[SOSC Communication Campaign](#)  
<https://www.universityforalaska.com/>

### 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  
Addressed tax implications in different states.
- d. Feedback on Employee Engagement Survey  
Submitted.
- 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  
New hardware systems have been installed.
- 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 -  
How to continue to advocate for compensation.
    - 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. SOSOC 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
    - If you can't find care in your area, it will be covered by health insurance.

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 (October):

- 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](#)