

System Office Staff Council Agenda

Monday, May 6, 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) - on leave
Aimee Sudbeck (2023-2025)

Alternates:

Vacant

Governance Support:

Noel Romanovsky
Sharon Dayton

Guests:

Jasmin Davis, Executive Director of Application Services
Jamie Heckman, Director of HRIS
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 4.1.2024](#)
2. Guest Comments
 - a. Jasmin Davis - BSS9/UAonline updates
 - b. Jamie Heckman - updates to the new remote work request form and policy changes
 - c. Paul Layer: traveling from Anchorage
 - d. Bryan Hoppough: reminders - June 30 annual review; personal holiday deadline; 240 hours of A/L limit
3. [Public Comment](#)
 - a. No public comment received.

4. New Business

- a. [FY26 Compensation memo](#)
- b. Staff Council Retreat - timing/topics
 - i. Sent doodle poll for availability
 - ii. Topics: continue AI discussion? Goals for coming year - following survey+; Zoom??
- c. Faculty proposed change to Student Code of Conduct policy
- d. Data Center Outage (Internet, VPN, shared servers down) May 11 & 18 - [FAQ](#)

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 April meeting - canceled due to Arctic Encounter+;
 - 1. Next meeting May 8, 2024
 - 2. Updates from Paul:
 - a. Traveling from ANC; unable to join today
 - ii. Staff Alliance (Genevieve, Monique)
 - 1. April 19 meeting postponed to May 3 –
 - a. Governance Council meeting (Monday, April 29)
 - b. SMSC Awards – underway
 - c. Compensation memo
 - d. [FY25 Staff Development Funding Request](#)
- b. SOSC Committees
 - i. Morale/[Events](#) Committee (Aimee, Andrew, Genevieve, Rebecca)
 - 1. Recap Longevity and Outstanding Awards Event:
 - 2. Consider summer kick-off event?
 - ii. Awards Committee (Aimee & Genevieve)
 - 1. Congratulations to the CY2023 Outstanding Employee Honorees
 - 2. One nomination for SMSC award
 - iii. Staff Development Day (Austin, Scott)
 - 1. Recap Staff Development Day:
 - 2. [Session recordings](#)

- iv. Nominations Committee (Lauren)
 - 1. Nominations Open – 7 so far! (confirmations TBD)

- 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
 - a. Spreadsheet of items asked since 2018 - similarities? Root issue? Training needs?
 - 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. FY24 Complete
 - 2. [FY25 Staff Development Funding Request](#)
 - 3. Looking for a volunteer to continue on this committee!
 - a. GB will add this to our list for upcoming meeting :)
- iii. Joint Healthcare Committee (Monique)
 - 1. Overview of JHCC meeting
 - 2. New staff representative

- d. Other Committees

- i. Employee Experience (formerly known as Staff Engagement) Survey (Lauren) - renamed Employee Feedback and Assessment Committee
 - 1. Recap Staff Development Day Panel
 - 2. Updates – working on round 2
- 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: May 22 and 23
 - 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. Congratulations to Lauren on her New Horizons!
 - ii. Hooray for new grads!
 - b. Fairbanks
 - i. Congratulations to Lauren on her New Horizons!
 - ii. Hooray for new grads!
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](#); This week is the last week for the current session (SUMMER!); will resume in Fall – possibly at a reduced frequency (beginning of semester).
 - b.
10. Agenda items for next meeting (June):
 - a. Retreat – agenda TBD
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](#)