

System Office Staff Council Minutes

Monday, August 5 2024

9:00 am-10:00 am

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)

Chelsea Okonek (2024-2026)

Emilee Pruitt (2024-2026)

Aimee Sudbeck (2023-2025)

Jeremiah Youmans (2024-2026)

Alternates:

Vacant

Governance Support:

Noel Romanovsky

Sharon Dayton

Guests:

None

Agenda:

1. Call to Order and Roll Call
 - a. Review and Adopt Agenda
 - b. Retreat [Minutes](#)
2. Guest Comments
 - a. No guest for this meeting; resume in September
3. [Public Comment](#)
 - a. No public comment received.
4. New Business
 - a. FY25 GOALS
 - i. Merchandise opportunities with SW branded logo - Wearable, sticker, pin; Mascot
 - ii. Policy for formal and informal staff recognition in place
 - iii. Achieve longevity reform

- iv. Staff onboarding improvements
 - 1. Supervisor training - missing secret ingredient; values and goals; identify specific ask
 - v. “Empower Alaska” in combination with Strategic Abandonment – needs top-down guidance
 - b. Process Improvements:
 - i.
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
 - b. Institutional Compliance Program
 - i. [Compliance Chats](#)
 - ii. [UA Compliance Leadership for Supervisors Training](#)
6. Reports
- a. President’s report (Genevieve)
 - i. Monthly meeting with VP Paul Layer (Next TBD)
 - 1. No Update since Retreat
 - ii. Staff Alliance report (Genevieve, Monique)
 - 1. Next meeting TBD; No Update since Retreat
 - 2. Monthly council president’s meeting with CHRO Memry Dahl
 - a. Next meeting TBD; No Update since Retreat
 - b. Committees Overview - REMINDER ONLY
 - i. FY24 SOSC Committees (see descriptions in [Constitution and bylaws](#))
 - 1. [Awards Committee](#) – (Genevieve/Aimee/Andrew/Rebecca)
 - a. Longevity - pulls and communications need to be adjusted to consider OIT split and enterprises (like 529 and Fdtn.)
 - b. Awards - recommend HR leads or pre-vette the nominees
 - 2. [Nominations Committee](#) - local SOSC elections (spring)
 - 3. Other committees?
 - a. [Morale/Events Committee](#) - feedback and suggestions (Genevieve/Aimee/Andrew/Rebecca)
 - b. [Staff Development Day](#) - (Monique/Aimee/Nicole)
 - ii. FY24 Staff Alliance Committees
 - 1. Staff Healthcare Committee - (Monique/Raina/Rebecca)
 - 2. Staff Engagement/Employee Experience/Feedback and Assessment Committee - (Chelsea)
 - 3. Staff Development Fund Committee - (Raina/Noel)

- a. Split as of 10.2023 from UA IR: UAA 38.2%, UAF 48.6%, UAS 6.9%, SO 6.3%
 - b. Tuition fee support split per semester: UAA 54, UAF 68, UAS 9, SO 9
 - c. Professional development split: UAA 38, UAF 49, UAS 7, SO 6
 - d. 1st notification went out - focusing on XR/NR staff
 - i. What about part time staff?
 - 4. Compensation Committee - (Andrew/Nicole/Emilee/Rebecca)
 - iii. Other Relevant University Committees
 - 1. Joint Healthcare Committee - (Monique)
 - c. Other Committees - REMINDER ONLY
 - i. UA Accessibility Workgroup (REP TBD)
 - 1. Working to become an officially recognized committee
 - a. Group meets every two weeks - connect with Sophia for an committee contact/invite.
7. General Updates and Reminders
 - a. Events and New Updates:
 - i. New members are uploaded onto the SOSC page - THANK YOU, NOEL!
 - 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.
 - b. Fairbanks
 - i.
9. Department Updates, Issues, and Kudos
 - a.
10. Agenda items for next meeting (September):
 - a.
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](#)