

System Office Staff Council Agenda

Monday, Jan 6, 2025

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) (Jury Duty)
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:

Chad Hutchison - Director of State Relations
Kim Washburn - HR Business Liaison

Agenda:

1. Call to Order and Roll Call
 - a. Review and Adopt Agenda
 - b. Review and Adopt [December Meeting Minutes](#)
2. Guest Comments:
 - a. Chad - Legislative updates and summary
3. [Public Comment](#)
4. New Business

- a. Staff fee support and staff development funding deadlines and communication (Dec. 6) - review process will begin soon (timeline coming)
- 5. Ongoing Business
 - a. Branding - relate it to the mission/vision statement (updates?)
 - b. 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
 - c. New Proxy cards for Butro after-hours access (reminder to replace any that were provided before 9/24)
- 6. Reports
 - a. President's Report
 - i. Monthly meeting with VP Paul Layer - December 11th
 - 1. Next meeting January 8th
 - 2. VPCAO position selected
 - 3. Updates from Paul:
 - ii. Staff Alliance (Genevieve, Monique)
 - 1. December 20th meeting
 - a. Guest speakers: Chad Hutchison
 - b. SOSC Committees
 - i. Morale/[Events](#) Committee (Aimee, Andrew, Genevieve, Rebecca)
 - 1. Last week's event: Team Gingerbread House build and 'scavenger hunt' (ANC)
 - ii. Awards Committee (Aimee & Genevieve)
 - 1. NA
 - iii. Staff Development Day (Monique/Aimee/Nicole)
 - 1. Next Meeting TBD
 - 2. Reminder - Staff Development funding is available for keynote speakers
 - 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
 - 3. See suggested topics for upcoming meetings from December SOSC agenda

- ii. [Staff Development Fund](#) (Raina, Noel, Genevieve, April)
 - 1. Justine leaving UA at the end of December, need another volunteer to assist :) - Genevieve
 - 2. [FY25 Staff Development Funding Request](#)
 - 3. 2025 spring semester opened Nov. 18 - closes Dec. 6
 - a. Review process underway
- iii. Joint Healthcare Committee (Monique)
 - 1. + Staff Healthcare Committee
- d. Other Committees
 - i. Employee Experience (formerly known as Staff Engagement) Survey (Chelsey) – renamed Employee Feedback and Assessment Committee
 - 1. Updates - data will be available in the next month or two
 - 2. NOTE: feedback from SOSC was shared
 - 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 covers the confidential hotline.
 - 2. The next will cover disability.
 - ii. [UA Compliance Leadership for Supervisors Training](#)
 - iii. Safety is likely the next topic – NOTE: Ice cleats are available for pick up (BOB - pick up at library; FAI - cleats will be fitted to your shoe)

8. General Updates and Reminders

- a. Events and New Updates:
- 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. Upcoming: Ice cleats will be available by appt.
- b. Fairbanks
 - i. Butro access card - reminder again to replace your replacement if needed
 - ii. Ice cleats are available at Enviro Health and Safety – will be fitted to your shoe for you

10. Department Updates, Issues, and Kudos

- a. Congrat FOUNDATION FGS team 🥳

11. Agenda items for next meeting (February):

- a. Healthcare committee updates (!)

12. Closing Comments

- a. Thank you and Happy New Year!

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](#)