System Office Staff Council Minutes

Monday, March 3, 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:

Dr. Brian Smentkowski - Vice President and Chief Academic Officer
Kim Washburn - HR Business Liaison

Agenda:
1. Call to Order and Roll Call
   a. Review and Adopt Agenda
   b. Review and Adopt February Meeting Minutes

2. Guest Comments
   a. Ben Shier, Chief Information Technology Officer
      Google Workspace Storage Project
3. Public Comment

4. New Business

a. Regents Meeting - 2.20.2025;
    i. Motion on Diversity, Equity, Inclusion, Accessibility;
        Staff Alliance drafted a resolution addressing the process issue as the public wasn't able to comment and wasn't able to be discussed by the members of the meeting.
    ii. EAB report pending - BOR consultants reporting on recruitment and retention efforts (recommendations included in BOR agenda)
b. Changing meeting times
    i. Doodle Poll shows that there isn't a time that works for everyone
    ii. Second attempt?
        1. Work days ending at 4,
        2. Looking at 2-4 time block
        3. 1-3 Wednesday,
c. Response to JHCC recommendations - new rates
    We do not have a publication date for them.
d. Employee Experience Survey results
    Sometime next month

5. Ongoing Business
    a. Branding - relate it to the mission/vision statement (updates?)
        i. Likely need to postpone this conversation
        ii. Lower priority due to current events

6. Reports
    a. President's Report
        i. Monthly meetings with Brian - needs to be scheduled
            1. Previously scheduled late afternoon on Wednesday.
        ii. Staff Alliance (Genevieve, Monique)
            1. February 28th meeting
                a. BOR meeting reactions

    b. SOSC Committees
        i. Morale/Events Committee (Aimee, Andrew, Genevieve, Rebecca, Nicole, Raina)
            1. Sweet Reads - March 18th
                Book swap and dessert treat
        ii. Awards Committee (Aimee & Genevieve)
            1. Planning underway
            2. Awaiting approved longevity list
            3. Draft budget under review
        iii. Staff Development Day (Monique/Aimee/Nicole)
            1. Planning underway
            2. Draft budget under review
            3. Presenters

4. 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. [FY25 Staff Development Funding Request](#)
2. Spring tuition fee support completed
3. Professional Dev support review process underway
iii. Joint Healthcare Committee (Monique)
1. + Staff Healthcare Committee

d. Other Committees
i. Employee Feedback and Assessment Committee (formerly known as Staff Engagement, Employee Experience) – Chelsey
1. Updates - data will be available in the next month or two
2. Roll-out mid-march
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 research ethics and compliance (mid/late February)

      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:
      i. Sweet Reads - March 18th;
         1. Bring a book and/or a sweet to share
         2. Leftover books will be donated to a local non-profit

   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.
      ii. HR is now on second floor with the rest of SW - building updates underway

   b. Fairbanks
      i. Ice cleats are available at Enviro Health and Safety – will be fitted to your shoe for you

10. Department Updates, Issues, and Kudos
    a.

11. Agenda items for next meeting (April):
    a. Education attainment incentive - invite sent to Heather to join in March/April, Review process from recent/personal experience.

12. Closing Comments
    a.

13. Adjourn
    Nicole seconds

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](#)