System Office Staff Council Minutes

Monday, April 1, 2024
1:00 pm-3:00pm

<u>Representatives:</u>
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)
Aimee Sudbeck (2023-2025)

<u>Alternates:</u>
Vacant

<u>Governance Support:</u>
Noel Romanovsky
Mary Burnham
Sharon Dayton

<u>Guests:</u>
Ben Shier, CITO
Bill Anker
Paul Layer, VP ASR
Bryan Hoppough, Human Resources senior business partner

<u>Agenda:</u>
1. Call to Order and Roll Call
    a. Review and Adopt [Agenda](#)
    b. [Minutes 3.4.2024](#)

2. Guest Comments
    a. Ben Shier (CITO)
        i. Note: recordings of the Thought leaders Forum presentation is also available on the Faculty Alliance Website: https://www.alaska.edu/governance/faculty-alliance/
    b. Bill Anker:
        i. (note slides from presentation)
    c. Paul Layer:
        i. Follow up on AI - academic integrity and use of AI

ii. Town Hall - good crowd; slide show for those who couldn't attend? Six Sigma/PIT training?

iii. Policy and Regulation - ten on file, need review and possible updating

d. Bryan Hoppough

3. [Public Comment](#)

    a. No public comment received.

4. New Business

    a. Staff Council Retreat - timing/topics

        i. Send doodle poll for availability

        ii. Topics: continue IA discussion? Goals for coming year - following survey+

    b. Staff Make Students Count

        i. Extended deadline: was March 18, now April 4 - HOWEVER - Awards ceremony is now in May https://www.alaska.edu/governance/staff-alliance/staff-make-students-count/

    c. Staff Development Day

        i. Planning Under Way

            1. Gathering and Scheduling Guests

            2. Planning Schedule and Catering

            3. Thank you everyone for your [recommendations and offers to help](#)!

    d. Longevity and Outstanding Service Awards: April 26, 2024

        i. Plan to attend in person or on zoom - Anchorage or Fairbanks.

    e. Faculty Alliance Thought Leaders Forum – [AI and the universities](#) March 28 - 29

        i. Note - recordings of 20 minute sessions are worth the watch

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 took place March 11, 2024

            1. Feb. meeting canceled;

            2. Updates from Paul:

a.
    ii.   Staff Alliance (Genevieve, Monique)
        1.   March 22 [Minutes](#)and [Recording](#)Passcode: Rq.4xe%+
            a.   Discussed the results of the previous JHCC meeting/vote with CHRO Dahl, and Compensation Committee updates - which will be discussed further down in the agenda
            b.   System Governance Council met as well - finding topics that impact the majority of the groups engaged (Staff, Faculty, Students); previous topics included smoking on campus - may include minors on campus and other whole-system issues

b. SOSC Committees
    i.   Morale/[Events](#) Committee (Aimee, Andrew, Genevieve, Rebecca)
        1.   Date set for April 26, 2024
            a.   Review committee for Outstanding nominees - meet and discuss tomorrow
    ii.   Awards Committee (Aimee & Genevieve)
        1.   No update at this time
    iii.   Nominations Committee (Lauren)
        1.   No update at this time
    iv.   Staff Development Day (Austin, Scott)
        1.   [Session recordings](#)
        2.

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.   Last deadline for $500 professional development funding is TODAY
        2.   Class fee scholarships for summer semester dependent on leftover funding
        3.   LinkedIn Learning Licenses (now managed by HR):
            a.   [LinkedIn Learning info page](#)
    iii.   Joint Healthcare Committee (Monique)

1. Overview of recent meeting: response to recommendation of 6:4 vote to eliminate wellness rebate/points program – RFP for new vendor
   a. Rebate will shift to an incentive: 82% paid by UA; 18% by employee plan; → rate changes but not universal
   b. No longer 'paying for own benefit' but will continue to use a metric (like points) in a new and improved way

iv. Staff Healthcare Committee (Monique)
   1. Overview of JHCC meeting

d. Other Committees
   i. Employee Experience (formerly known as Staff Engagement) Survey (Lauren) - renamed Employee Feedback and Assessment Committee
      1. Town Hall Recap - Staff Development Day opportunity?
      2. Post link to presentation on *INTRANET SITE*
   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: June
      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. UAGD is great success!
   b. Fairbanks
      i. UAGD is great success!

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](#)
   b.

10. Agenda items for next meeting (May):
    a. Follow-up/recap of Staff Development Day and Longevity Awards
    b. Update on Banner upgrade - self service and other topics; Michelle Pope guest speaker?

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](#)