



*Minutes*

**Statewide Administration Assembly**

Tuesday, September 20, 2016

10:00 a.m. – 12:00 p.m.

Audio only call-in: 1-866-832-7806, PIN 4236369

Fairbanks – Butrovich 109

Anchorage – Bragaw 210

**1. Call to Order and Roll Call**

After technical difficulties, the meeting came to order at 10:20 a.m.

Members:

Eric Johnson, President (2016-2018)

Chrystal Warmoth, Vice President (2016-2017)

Sheri Billiot (2016-2018)

Dale Denny (2015-2017)

Alison Hayden (2016-2018)

Alesia Kruckenberg (2015-2017)

Monique Musick (2015-2017)

Danielle Nelson (2016-2018)

Laycie Schnekenburger, First Alternate (2016-2017)

Josh Watts, Second Alternate (2016-2017)

Staff:

Morgan Dufseth, Executive Officer, System Governance

Members Absent:

Buffy Kuiper, Secretary (2016-2018)

Arthur Hussey (2015-2017)

Tom Langdon (2016-2018)

**2. Safety Minute**

**3. Adopt Agenda**

Alesia moved to adopt, Josh seconded. None were opposed. The agenda was approved as presented.

**4. Approve Minutes**

4.1. August 17 Minutes – [Reference 1](#)

Monique moved to approve the minutes, Sheri seconded. There were no objections and the minutes were approved.

**5. Reports, Updates, and Information**

5.1. Public and Guest Comments

None given.

5.2. President's Report

Eric noted that the regents, during their recent Board meeting, voted to not eliminate athletics at UA or to continue to pursue single accreditation. There will likely be more released on Strategic Pathways initiatives after the next meeting.

5.3. Staff Alliance Update – Eric & Chrystal

Monique noted there had been a work around regarding leave accrual for furloughed employees. Phase II for SP is starting to get underway—invitations are being sent to staff members to serve on the review teams. Eric noted the Alliance members were planning on discussing the UA wellness program at their next meeting. Members want to discern if the program is about assessment—are they just collecting information about us—or actual employee wellness (encouraging behavior that is to the benefit of the employee). Also want to figure out why employees don't want to participate and forgo the monetary incentive.

5.4. Strategic Pathways Update – Monique

The SP website is being updated and will have the team members listed once they are confirmed. Public Affairs will have a post-regents' meeting release and power point on the recent decisions to better explain which directions they would like the university to move.

5.5. BOR Public Testimony Changes – Monique

Monique noted the Board tried the new process for the first time two weeks ago. There were some lags in the calls, and the line was switched to music a couple of times during the course of the night. Overall, there was good participation across the state and there were no major technical challenges.

5.6. Bylaw Review Committee

The SAA bylaw review committee has met twice and plan to share more at an upcoming meeting. The committee is chaired by Buffy, and consists of Eric, Alison, Arthur, Alesia, and Chrystal.

## **6. Ongoing Business**

### **6.1. SAA Events – Assign Event Leads**

The following event leads were chosen for FY17 SAA events:

Thanksgiving Potluck – Monique

Adopt-a-Family – Sheri

Toys for Tots – Danielle

Canned Food and Mug Drive – Eric, Dale and Lisa Sporleder

Christmas – Buffy

Valentine's Day (Anchorage) – Chrystal and Danielle

Outstanding Employee & Department Awards – Alesia (with help from Eric)

Longevity Awards – Alesia (with help from Alison)

### **6.2. Coffee with the President**

Members discussed the upcoming event and agreed to help set up the room when the meeting concluded.

## **7. New Business**

### **7.1. Butrovich Break Room**

Buffy brought this issue to SAA for review; it had been suggested by a non-SAA employee. Members engaged in a discussion of cost/budget, need, and potential function. There were suggestions to look into area currently occupied by Risk Services, since they are moving to Anchorage. Overall, members agreed they need to define use—is it for eating or for relaxing or working out? There was also a brief discussion of the OIT snack system—someone buys it up front at Sam's and then people pay as they take. Anchorage members noted they were looking at a walkway between two buildings to convert it into a break space; also have an empty conference room in the building they might be able to use.

Eric will work on the budget, and possibly a survey/poll of employees and their interest in the idea. Morgan will work with the Butrovich building coordinator to locate which rooms could possibly be used, and find out how much it would cost to repurpose the space. The final step would be to send out a survey to staff to gauge employee interest.

## **8. Local Issues**

### **8.1. Anchorage**

None given.

### **8.2. Fairbanks**

None given.

**9. Agenda items for next meeting**

JHCC and SHCC updates  
Bylaw Review  
Breakroom  
Compensation Committee

**10. Closing Comments**

Monique asked if there was governance representation on any system-wide councils. At present the answer is no. However, HR has noted they would consider a member of governance on the revamped Human Resources Council; Morgan has sent names to CHRO Hite McGee and is waiting to hear back from her.

**11. Adjourn**

Alesia moved to adjourn, Sheri seconded. The meeting was adjourned at 11:30 a.m.

**OTHER RESOURCES**

SAA Constitution and Bylaws

<http://alaska.edu/files/governance/SAAConBylaws9-11-14.pdf>

SAA Annual Events Calendar

<http://alaska.edu/files/governance/SAA-annual-events-calendar.pdf>

System Governance Calendar

<http://alaska.edu/governance/directorycalendar/>