



Minutes

Statewide Administration Assembly

Monday, November 12, 2018

9:00 a.m. – 11:00 a.m.

Butrovich 212b / Bragaw 205

1-866-832-7806, PIN 4236369

1. Call to Order and Roll Call

Members Present:

Josh Watts, (2018-2020); SAA President (2018-2019)

Josiah Borkovec (2017-2019)

Elaine Main (2017-2019)

Jennifer Ostrom (2018-2020)

Laycie Schneckenberger (2018-2020)

Monica Terrones (2018-2020)

Derek Ward (2017-2019)

Linda Hall, Second Alternate (2018-2019)

Staff:

Morgan Dufseth, Executive Officer, System Governance

2. Safety Minute

3. Adopt Agenda

Linda moved to adopt the agenda, seconded. There were no objections.

4. Approve October 8 Minutes

Josiah moved to approve the minutes, seconded. There were no objections.

[Reference 1](#)

5. Public and Guest Comments

None given.

6. Reports, Updates, and Information

10:120 a.m. – 10:45 a.m.

- 6.1. President's Report – Josh reported he met with VP Layer a few weeks ago and they discussed continued difficulty in getting merit-based pay increases approved by Human Resources. Elaine raised questions about the process of reviewing and approving pay increases. It was also suggested SAA form a committee to create a SW process for awarding bonuses.
MOTION: Elaine moved to form an ad hoc committee to develop a SW process for awarding bonuses, and was seconded. Elaine volunteered to chair; Josiah, Josh and Jennifer also volunteered to serve on the ad hoc committee.
ACTION ITEM: Chair asked Morgan to invite CHRO McGee to attend a future SAA meeting.
ACTION ITEM: Morgan will arrange a meeting of the ad hoc committee on bonuses.
- 6.2. Staff Alliance Update – Representatives heard an update on the October Staff Alliance meeting which included an upcoming JHCC vendor summit and members being asked by their supervisors to curtail their governance participation.
- 6.3. Human Resources Update [Reference 2](#)
Chair noted surprise that the CITO recruitment had continued to progress despite staff not being able to meet with them. SWHR is also recruiting for an AVP of Federal Relations and hope to have one hired in the near future. UAF is also recruiting for a new CIO and Josh was asked to serve on the search committee.
- 6.4. November Board of Regents' Meeting [Reference 3](#)
Josh noted he attended the BOR meeting last week and provided testimony on behalf of UA staff. The regents passed a new policy on reporting misconduct as presented, despite feedback from staff, students and faculty asking for a longer deadline. Regents also approved the FY20 budget request, which included requests for equity and compensation increases and equity distributions. Regent Davies was elected chair for 2019.

7. Ongoing Business

10:45 a.m. – 11:10 a.m.

- 7.1. Thanksgiving Potluck
7.1.1. The potluck will be held on Nov. 20 in Butro 109.
7.1.2. Volunteers – set-up and turkey cookers needed – Morgan will send out an invite for set-up to SAA members.
- 7.2. Holiday Charity: Fairbanks staff will help support the Denali Center; POC: Diane Slusher – Morgan will ask Diane if she has anything she'd like to set out at the Thanksgiving potluck and determine the need for a gift-wrapping party. Anchorage staff will hold a winter clothing drive to benefit Denali Montessori students.

- 8. New Business** 11:25 a.m. – 11:45 a.m.
- 8.1. Morale Survey Initial Results Reference 4
Members reviewed results and noted they were similar to the 2016 survey, however, there were fewer respondents. Josh will send the raw results for both surveys to SW staff prior to the Conversations with the President.
- 8.2. Conversations with the President
SW staff will meet on Wednesday morning for an update from President Johnsen. Representatives were encouraged to attend. Questions will be taken from the floor.
- 9. Local Issues**
- 9.1. Anchorage 11:45 a.m. – 11:50 a.m.
Travel transition frustration – when will training take place?
SkillSoft replacement – is anything going on? Add to list of questions for CHRO; also come up with list of trainings that are missing/needed (lack of access to professional development)
- 9.2. Fairbanks 11:50 a.m. – 11:55 a.m.
None given.
- 10. Agenda items for December 6 meeting**
Review of SAA events for FY19 – anything to add or reduce
Invite CHRO
Holiday event (cookie exchange in the breakroom?)
- 11. Closing Comments** 11:55 a.m. – 12:00 p.m.
- 12. Adjourn**
The meeting adjourned at 10:50 a.m.

OTHER RESOURCES

SAA Constitution and Bylaws

http://alaska.edu/files/governance/SAA-Constitution--Bylaws_Final-Approved-May-2017.pdf

SAA Annual Events Calendar

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

System Governance Calendar

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