



Minutes

Statewide Administration Assembly

Thursday, December 6, 2018

10:00 a.m. – 12:00 p.m.

Butrovich 204 / Bragaw 210

1-866-832-7806, PIN 4236369

1. Call to Order and Roll Call

The meeting came to order at 10:05 a.m. and quorum was established.

Members:

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

Monique Musick (2017-2019); SAA Vice President (2018-2019)

Josiah Borkovec (2017-2019)

Elaine Main (2017-2019)

Jennifer Ostrom (2018-2020)

Monica Terrones (2018-2020)

Derek Ward (2017-2019)

Laycie Schnekenburger (2018-2020)

Caitlin Lipka (2018-2019)

Staff:

Morgan Dufseth, Executive Officer, System Governance

Members Absent:

JP Landry (2018-2020); SAA Secretary (2018-2019)

Shiva Hullavarad (2017-2019)

Tabitha Hutchings, First Alternate (2018-2019)

Linda Hall, Second Alternate (2018-2019)

2. Safety Minute

3. Adopt Agenda

Josiah moved to adopt as presented; seconded. No objections.

4. **Approve November 12 Minutes** [Reference 1](#)
Derek moved to approve as presented; seconded. No objections.
5. **Public and Guest Comments** 10:05 a.m. – 10:10 a.m.
None given.
6. **Reports, Updates, and Information** 10:10 a.m. – 10:40 a.m.
- 6.1. President's Report – Josh
Josh reported he met with Paul last week and they discussed morale survey results and the planned additional analysis, the ad hoc committee on bonus process, and the OIT de-merger once the new CITO comes on board in 2019.
 - 6.2. Staff Alliance Update
See [Staff Alliance minutes](#).
 - 6.3. Human Resources Update [Reference 2](#)
UAF is starting recruitment for new CIO and Josh is serving on the search committee as the staff representative.
 - 6.4. Ad Hoc Committee on Bonus Process [Reference 3](#)
Reviewed the draft form, agreed to make small changes, have HR Banner A-Team review, and then the committee and SAA will discuss again in January.
7. **Ongoing Business** 10:40 a.m. – 11:15 a.m.
- 7.1. FY19 Events – Review January-June [Reference 4](#)
Reps reviewed the remainder of FY19 events.
Monique moved to approve; seconded. No objections. Anchorage members will re-visit the Valentine's Day event in early 2019 to see if they will take it up this year.
 - 7.2. Morale Survey Results and Next Steps
Representatives discussed next steps, including the bonus process and a system-wide morale survey. Suggestion to ask students to help with development of the survey. Morale Committee agreed to discuss further.
8. **New Business** 11:15 a.m. – 11:45 a.m.
- 8.1. Proposed Changes to Federal Title IX Guidelines [Reference 5](#)
Members discussed the proposed changes.
 - 8.2. December holiday event
 - 8.2.1. Event Lead: Josh, Monique and Jenn can help too
 - 8.2.2. Type (cookie exchange, lunch potluck, etc.): potluck
 - 8.2.3. Date: Dec. 14; 12 p.m. to 2 p.m.
 - 8.2.4. Location (Butro 109 or Break Room): 109 is reserved
 - 8.3. Longevity and Outstanding Awards

- 8.3.1. Committee: Elaine (chair), Shiva, Caitlin, Monica
- 8.3.2. Discussion about increasing award amounts to \$1000 for exempt, non-exempt (from \$500), and \$500 for students and departments (from \$100 and \$250 respectively). Overall, members were supportive of the increase.

9. Local Issues

- 9.1. Anchorage 11:45 a.m. – 11:50 a.m.
Still cleaning up after the earthquake. Might have an after emergency debrief in the near future.
- 9.2. Fairbanks 11:50 a.m. – 11:55 a.m.
OU Campus transition – Alaska.edu is being updated and this plan is to go live with it next week. The new website is a lot more student facing but there are still links to SW organizational structure.

10. Agenda items for January 10 meeting

Discussion with CHRO McGee
State legislative update from Miles Baker
Morale Next Steps
Bonus Process

February – Invite CITO Condarak

11. Closing Comments 11:55 a.m. – 12:00 p.m.

12. Adjourn

Laycie moved to adjourn, seconded. The meeting adjourned at 11:56 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/>