



UNIVERSITY  
of ALASKA  
*Many Traditions One Alaska*

**Zoom Meeting**

Minutes

**Staff Alliance**

Friday, July 15, 2022

1:30 p.m. – 3:30 p.m.

ID: 811 8792 4895

Password: **601605**

(Please mute unless speaking.)

Voting Members:

**Dawn Humenik**, Co-President, UAA Staff Council; Acting Chair, Staff Alliance

**Lauren Hartman**, President, UA System Office Staff Council

**Rhiannon Calkins**, Co-President, UAA Staff Council

**Ronnie Houchin**, President, UAF Staff Council

**Jonathan Lasinski**, President, UAS Staff Council

Kari Mellmer, Vice President, UAF Staff Council

**Monique Musick**, Vice President, System Office Staff Council

**Michelle Nakamura**, Vice President, UAS Staff Council

Call to Order and Roll Call

1. Adopt Agenda

Ronnie approved. Lauren seconds.

2. Approve [June 17 minutes](#)

Jonathan moves to approve. Ronnie seconds.

3. Guests and Public Comment

3.1. [Public Comment Form](#)

No public comments to report.

Guest Paul Layer contributes the following: Paul will be discussing with President Pitney how to set up a committee to evaluate and recommend the Common Table concept, which will not start until the fall. Paul also discussed this topic with the Faculty Alliance Chair, Gokhan Karahan. Paul asks for suggestions for the structure of that committee, membership and size. A working group to decide how to interact with the board. It was beneficial for Lauren to attend the last board meeting as having an

opportunity to talk directly with the Regents in a face to face meeting as opposed to a zoom meeting is more productive. It would be helpful for in person meetings to continue as the pandemic wanes. Paul adds that there is still some work to edit the language of the Staff Emeritus policy and Regulation. Once there is feedback from the Governance groups it will be sent to the President for approval. Dawn agrees it is a good plan of action on that issue.

Dawn would like to move forward with the Common Table Concept. Dawn suggests one or two meetings over the summer with Lauren and Ronnie to address the structural issue to provide input to Paul.

### 3.2. CHRO Memry Dahl

#### 3.2.1. Exit survey

Dawn: A lot of the work Staff Alliance does deals with HR and HR issues. Staff Alliance would like to have stronger communication flow with HR, to work together to find common ground, methods to move forward and the collective goal of improving the university.

Staff Alliance would like an Exit Survey to be standard practice with Human Resources. Done correctly, it could be a valuable tool.

Memry: David Bishko is working with HR to implement an Exit Survey. It is difficult to get exit surveys returned because the employee is moving on to the next stage in their life. The more typical feedback is from employees who are retiring, who had a strong affiliation with the organization or from someone who is very disgruntled who may have been asked to leave. There are lessons to be learned from both ends of the spectrum. If an employee has resigned, it would be beneficial to ask them early in the process if they are willing to provide information. It is something that could be built into the supervisor training as to how to have a conversation with someone who is leaving. The basic topics such as compensation, benefits, recognition, work environment and work/life balance. The most fundamental change factor for an employee with their supervisor relationship. Memry's personal approach when an employee is leaving is to set up a 30 minutes time to thank them for the work that they've done and ask them what could have been done to retain that employee. What were things that really worked and what from their vantage point did not work. It is difficult to have that conversation with a supervisor who has not had a good relationship with the employee. Those are the places where we could get anonymous feedback in an Exit Survey.

Dawn: We would have lesser problems recruiting and losing employees if we worked on the piece in the middle. There are a lot of employees within the system who switch to different departments. An Exit survey would identify if it is a supervisor problem that HR needs to identify. When people transition within the organization, it would be good to prevent them from leaving the organization completely.

Memry: Staff Alliance input and feedback is important in helping to define and guide what the exit interview or exit survey would look like. David Bisko and a subset group are working on that and would benefit from Staff Alliance contributions.

Ronnie: Working with supervisors, managers, and directors on exit interviews can provide information that might not come through on a survey. It would also be important to provide employees an opportunity to speak with someone who is not their direct supervisor, especially if they are not leaving on the best terms.

Memry: There is more training we could provide to new managers to create effectiveness at a leader level. The sooner there is a strong affiliation with the leader the better it is for everyone.

### 3.2.2. [Compensation Philosophy](#)

Dawn: Staff Alliance is concerned with Staff Development; training and leadership opportunities, but also recognition and appreciation. When each University had their own HR, it felt more manageable. With the consolidation of HR the recognition policies are very different from campus to campus. In an effort to be equitable to all staff across the board, UAF has a very fair policy. We put forth that Staff Alliance believes this is a policy that should be adopted system wide. A motion was passed last spring. What are Memry's thoughts on the topic?

Memry: I would commit to taking a look at this. We have the ability for supervisors to put forward in grade adjustments. A guiding document could be very helpful for managers. We can always do a better job in recognizing people. Recognition has a return on investment in many multiples.

#### 3.2.2.1. [President's Response](#)

#### 3.2.2.2. [Motion to create ad hoc governance committee](#)

### 3.2.3. Employee Recognition Policy

Dawn: When it comes to the Longevity Awards, it is so varied. We are looking at standardization. A year ago there was a morale survey conducted. Consistently Staff talked about not being recognized and how it affected morale. Lack of recognition and lack of appreciation resonated across the board.

#### 3.2.3.1. [Memo to CHRO Dahl](#)

#### 3.2.3.2. [Memo to Patin](#)

#### 3.2.3.3. [Copy of policy](#)

### 3.2.4. [Replacement for HR Council](#)

The HR council is an opportunity for a group of people to come together and be informed and be a part of the process. With the consolidation of HR, there is a lack of communication. One of the solutions the President Pitney suggested in the spring to have the senior business partners attend the Staff Council meetings.

Memry: When we are organizing a project team or to collect feedback we want to be thoughtful and deliberate about making sure that your group gets that request. We can make sure that we get participation at a minimum that you have the information about it being ongoing and how the project process evolves.

The Compensation Committee will start sometime in late September/October timeframe, once we get students and faculty back on campus.

Dawn: How do we build cultural change that surrounds equity for marginalized groups, especially within our hiring proactives.

Memry: In late June the HR leadership team came together and spent the day figuring out the five to seven big things that will change HR for the better. Momentum is the opportunity to have a clear goal ahead.

#### 4. New Business

##### 4.1. Executive Session

Will be for 15 or 20 minutes. Lauren, Ronnie, Jonathan, Michelle will discuss the topic of the elections for the chair and the vice chair. Lauren motioned. Michelle seconds.

##### 4.1.1. Elections for Chair and Vice Chair

Ronnie nominates Dawn Humenik for Chair of Staff Alliance. Lauren seconds.

Dawn accepts. All in favor. Unanimously approved.

Ronnie nominates Lauren Hartman for Vice Chair of Staff Alliance. Michelle seconds. Lauren accepts. All in favor. Unanimously approved.

##### 4.2. [Compensation Memo](#)

Observing Juneteenth and indigenous holidays was asked for last year and wasn't approved due to the budget. Effort would be put into education and allowing for community activities. We recognize the budgetary constraints. UAS staff would rather lobby for a better raise than concerns over another holiday. Health care costs are going up along with the cost of living.

Support employee growth in areas where we don't have current programming to allow employees to take classes from affiliated universities.

Encourage the university to adopt alternatives to parking permit fees.

Ask for a 4% raise to help with the current 9% raise in inflation.

Provide yearly staff increases.

Provide full funding for the ANSI diversity, equity and inclusion plans in the System Office to have approved and put forward.

Position Description reviews. Doable jobs.

Recommends development of a comprehensible compensation strategy that supports and promotes diversity, equity and inclusion for students, faculty, and staff.

Staff Alliance worked over the compensation memo to discuss what should be the compensation priorities.

##### 4.3. Retreat

Potentially the Retreat will be scheduled in Juneau in September to have an opportunity to meet with the Board of Regents which will take place there.

Meeting Adjourned.

5. Ongoing Business - [SA Action Log](#) & [Items under Review](#)

5.1. Monthly with President Pitney: last - 7Jul22, next - 2Aug22

5.2. [SA Action Log review](#)

5.3. [Staff Development Fund](#) - FY23 discussion

Meeting Resumed July 22, 2022

Guest Paul Layer: President Pitney has allocated \$100,000 again for Staff Development. There is not a specific allocation for that funding. Last year we allocated in the budgeting process for the four units System Office and the three Universities. The money is in the Foundation Natural Resources fund managed by the Foundation. Paul proposes the Staff Development fund to be spent out of each Governance Council funds and be reimbursed using the Foundation Funds to free up some of the administrative duties in dispersing the fund to allow more effort and energy to devote to actual Staff Development. The efforts in Staff Development last year were good and we are looking forward to the positive results from this year's activities. It's possible to request a bigger fund from the natural resources with some type of request of how the funds will be used. That way there will be a plan in place before the money is awarded.

Committees

5.3.1. Joint Healthcare Committee - Mathew Mund

5.3.1.1. Staff Healthcare Committee - Monique Musick

5.3.1.2. SHCC membership update

6. Staff Council Reports

6.1. [UAA](#)

6.2. UAF - Did not meet June; next meeting Aug. 9

6.3. UAS -

6.4. SO - Hasn't met since last SA meeting, next meeting July 21st. Last meeting was [June 16th retreat](#)

7. Agenda Items or Guests for August 19, 2022 meeting

1.1.

8. Announcements

9. Adjourn