

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes for May 20, 2010 Meeting

Members and Attendance:

Name & Start Date	Position	Attendance
Jean Andrick - 2008	HR Liaison	Present
Kristina Artino - 2009		Absent w/o Notice
Gary Beckman		Present
Mary Dingler - 2009	HR Liaison	Present
Lissia Gerber - 2007	Vice Chair	Absent w/Notice
Nancy Homa - 2009		Present
Mike Kimble - 2009	Chair	Present
Jim Shuster - 2008	WWW	Present
Laura Spray	Ex-Officio	Present
Bob Stachowiak		Present
Mary Tabatcher - 2007	Secretary	Present
Lindsie Webb - 2008	Treasurer	Present
Pam Woodall Caine - 2008		Present

Meetings always scheduled on third Thursday of month at 12:30 PM.

Meeting called to order at 12:35 PM.

Review minutes for April 18th meeting at Wayne. Minutes approved .

Agenda for Today's Meeting:

I. Opening

II. Goals

- APPROVE THE BYLAWS!!! (fingers crossed)
- Approve survey questions

III. Agenda Topics

1. Bylaws
2. Survey
3. Budget

IV. New Initiatives

V. Closing

Awards & Recognitions Sub-Committee: Mary Dingler (reporting), Gary Beckman, Jean Andrick, Jim Shuster and Pam Woodall Caine: No report .

Board of Trustees Observers (www.uakron.edu/bot/) - Kristina Artino (reporting) and Gary Beckman: No report.

By-Laws - Laura Spray (ex-officio and Chair reporting), Pam Woodall Caine, Nancy Homa and Lindsie Webb: Bylaws approved as written. Thanks to Laura Spray and her committee for all her hard work.

Budget Committee (Lissia Gerber reporting): No report.

Campus and Community Outreach Committee - Lissia Gerber (reporting), Pam Woodall Caine, Kristina Artino, Jean Andrick and Mike Kimble: No report.

Faculty Senate (<http://www.uakron.edu/president/facultySenate/>) - Nancy Homa (reporting) and Mike Kimble: Following are Faculty Senate meeting minutes from the May 6, 2010 meeting.

- I. Agenda was approved; Minutes from 4/2010 meeting were approved.
- II. Chair Sterns made a special presentation to Senator Gerlach in honor of his relinquishing/retiring from his Senate appointment.
- III. Chair Sterns indicated that the goals set for the current academic year have not been met. Those goals are:
 - 1) University Council;
 - 2) Student Code of Conduct
 - 3) FS not lose their responsibility to approve or disapprove various issues especially with regards to structural changes on this campus;
 - 4) Discussion of issues and movement forward in the Summer when faculty are not available;
- IV. Chair Sterns asked for resolution appointing the Executive Committee of the FS to continue any issues discussed during the “summer recess”. Resolution was moved and passed.
- V. Remarks from Dr. Proenza – thanking D. Baker for his service as Interim Provost; hailing the Passage of the budget that reflects conservatism and maintains key initiatives; Strategic Plan – Vision 2020; upcoming largest commencement in UA history; COB ranking in top forty; Centers for Excellence.
- VI. Interim Provost D. Baker thanked the FS for the cooperation he received as Interim Provost; highlighted upcoming events on campus.
- VII. Academic Policies Committee: R. Ramsier shared that Dept. of Polymer Engineering and Polymer Science are in the process of renaming; discussion of renaming of College of Nursing and College of Health Sciences, etc. Change in Withdrawal Policy: 11,000 courses that students withdraw from during a Fall/Spring. Policy would limit two withdrawals in their 1st 32 credits – and the withdrawal by the 7th week. Much discussion ensued with regards to impact on student financial aid, insurance issues; time frame for implementation, after 64 sem. hrs. – options. FS moved to postpone passage of this new policy until sufficient time has been spent getting questions answered and to make final decision during fall 2010. Motion passed.

R. Ramsier then discussed the First Energy Research Center Proposal: FS passed the naming of this center after First Energy – largest contributor to this research project.

R. Ramsier discussed the College of Education TK20 issue: After much discussion it was decided that this would go back to Academic Policies and Procedure Committee with a focus with regards to Academic Freedom.

R. Ramsier presented the results of the Curriculum Review Committee – that there will be an addition of 3 new committees: General Ed. Advisory Committee and University Review Comm. A motion was made to refer to Exe. Committee over summer to review for technical corrections in document and because it was a change in regulations, be ready for vote by FS in fall 2010. Motion passed.

Meeting Adjourned at 5:00PM

Group Insurance and Benefits Committee: Laura Spray (reporting) and Mary Dingler: No report.

OSCHE (Ohio Staff Council on Higher Education): Mike Kimble (chair) and Lissia Gerber (vice-chair), Mary Tabatcher and Bob Stachowiak (alternates): Need someone to go to OSCE meeting on June 17th and 18th at Bowling Green?

Performance Evaluation Committee - Jim Shuster (reporting), Mary Dingler and Gary Beckman: No report.

Social Committee: Bob Stachowiak (chair and reporting), Mary Dingler, Gary Beckman, Jean Andrick and Pam Woodall Caine: No report.

Treasurer - Lindsie Webb (reporting): We still have \$1,900 left and we need to use it or lose it. Balances are reviewed at fiscal year end. How can we serve staff with the funds? Maybe an ice cream social? Lindsey will contact Amy Gilliland to determine possible uses.

University Council Exploratory Committee – Bob Stachowiak (reporting): No report.

University Safety & Security Committee – Bob Stachowiak (reporting): No report.

Web: Jim Shuster (reporting) Laura Spray and Bob Stachowiak: No report.

New Business: June meeting will have new members meet and elections for committee positions. Mike indicated he has made efforts to meet with President Proenza but president's schedule is pretty full. Jennifer Lint's presidential appointment still needs confirmed by letter from president.

Old Business: Staff 2010 survey reviewed. Eliminate line introducing second section. Jim will create check box survey for draft and review by SEAC committee. Discussion ensued. Decision was made to run survey as soon as possible. We need to specify that all identification is anonymous. Eliminate statements such as "I believe and I am confident" but leave last two alone. Gary makes a motion to pass with the minor changes in wording and proceed with the survey. Jean seconded the motion. Motion passed. Add question re: "I am aware that UA has a grievance process?" Add to yes-no section. The information on grievances should be on website (see grievance procedure in the following rule H.1-2):

3359-26-02	pdf	Word	General Staff Personnel Policies and Procedures
------------	---------------------	----------------------	---

Jim will do statistical analysis for survey. Mike will forward finished survey to CPAC for consideration after I make minor changes to questions. Bob recommended setting up survey with invites to make checkbox work better. Jim, Bob and Laurie will work together to get it up online, hopefully to have results by the end of June.

Meeting adjourned at 1:50 PM.

Next meeting is on June 17th at 12:30 PM. See schedule below:

Date	Start	End	Room	Status
10/15/2009 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
11/19/2009 Thu	12:15 PM	2:00 PM	CAS 116	Confirmed (By-laws to meet at 11:00)

12/17/2009 Thu	11:00 PM	2:00 PM	CAS 116	Confirmed (By-laws to meet at 11:00)
1/21/2010 Thu	12:15 PM	2:00 PM	CAS 116	Confirmed
2/18/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
3/18/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
4/15/2010 Thu	11:30 AM	1:30 PM	Wayne	Confirmed
5/20/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
6/17/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
7/15/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed