

The University of Akron  
Staff Employee Advisory Committee (S.E.A.C.)  
Minutes for June 17, 2010 Meeting

**Members and Attendance:**

Name & Start Date	Position	Attendance
Jean Andrick - 2008	HR Liaison	Absent w/Notice
Kristina Artino - 2009		Present
Gary Beckman		Absent w/Notice
Mary Dingler - 2009	HR Liaison	Present
Lissia Gerber – 2007, 2010	Vice Chair	Present
Nancy Homa - 2009		Present
Mike Kimble - 2009	Chair	Present
Jennifer Lint - 2010		Present
Vicki England Patton - 2010		Present
Jim Shuster - 2008	WWW	Present
Laura Spray	Ex-Officio	Absent w/Notice
Cheryl Collins-Slusarczyk - 2010		Present
Bob Stachowiak		Present
Mary Tabatcher - 2007	Secretary	Present
Peggy Walchalk - 2010		Present
Lindsie Webb - 2008	Treasurer	Present
Pam Woodall Caine - 2008		Present

Note: Highlighted members completing term as of 6/30/10. Mike Kimble no longer staff due to a position audit that changes him to a Contract Professional position.

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

Meeting called to order at 12:40 PM and introductions made for new members.

Review minutes for 5/20/10 meeting. Minutes approved.

**Agenda for Today's Meeting:**

I. Opening

II. Goals

- Appoint Officers
- Assign new members to sub-committees

III. Agenda Topics

1. Introduce new members.
2. Approve May minutes.
3. Budget update.
4. Appoint officers.
5. Assign sub-committees.

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/](http://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:** By-laws completed and forwarded to General Counsel for review. Lissia recommends that new members get copy of draft by-laws. Mary T to send them.

**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:** No report.

**Group Insurance and Benefits Committee: Laura Spray (reporting) and Mary Dingler:** No report. Because the committee is currently inactive, Lindsey made a motion to drop this committee at this time. All voted affirmative.

**OSCHE (Ohio Staff Council on Higher Education): Mike Kimble (chair) and Lissia Gerber (vice-chair), Mary Tabatcher and Bob Stachowiak (alternates):** No committee member able to attend.

**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):** Good news! We were notified by Amy Gilliland that pending institutional decisions to the contrary, our balance should carry forward into the new fiscal year.

**University Council Exploratory Committee – Bob Stachowiak (reporting):** UC proposal now in BOT. Hopefully it will be passed unless there are questions by the Rule Committee.

**University Safety & Security Committee – Bob Stachowiak (reporting):** Per Bob, this committee meets very infrequently, but is still active. Bob will continue as ex-officio.

**Web: Jim Shuster (reporting) Laura Spray and Bob Stachowiak:** Jim asked members to review committees listed on website.

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**New Business:** Mike Kimble announced that due to a job audit, he is now a contract professional; therefore, he will no longer be a member of SEAC. What is the process to replace him? According to bylaws, we should go to the person who is next in total votes from the recent election, especially since we are still in the election period. Verified this according to new bylaws. This will be a recommendation by SEAC to the president as a presidential appointment.

**Officers elected for new term as follows:**

**Chair:** Duties include set agenda for meetings and serve with other officers to meet with president. Develop monthly agenda. Keep committee on task. Chair sometimes asked to provide names for consideration of occasional new campus committees. Mike is currently a SEAC representative to Faculty Senate. **Self-Nominee:** Vicki England Patton; **Jim Shuster** nominated by another member. **Vote = Vicki (4), Jim (7).** Jim Shuster is new Chair of SEAC.

Vice-Chair: Self-Nominees: Lissia and Mary Dingler. Vote = Lissia (6), Mary (5). Lissia Gerber new Vice-Chair of SEAC.

Treasurer: Lindsey volunteered; nobody else nominated. Lindsey will serve the next term as Treasurer.

Secretary: Self-Nominees: Pam and Jennifer. Vote = Jennifer (7), Pam (4). Jennifer Lint new Secretary of SEAC.

Ex-officio: Nominate Laura to continue with any questions regarding by-laws. Laura confirmed her approval via blackberry. Additionally, Bob agreed to stay on as ex-officio due to Mike leaving and if there are University Council issues.

Bob mentioned that for new members – for past and current practice – there is a SEAC process to respond to staff member questions. Any questions submitted by a staff member to the SEAC committee or any individual member of the committee needs to be discussed by the committee. The overall format is to discuss it at the next meeting, formulate a response and have the SEAC Secretary formally answer the person. All staff members can post issues to the SEAC-C listserve, but only SEAC committee members can view it. The SEAC-L listserve broadcasts to all staff members. Request made and accepted that Bob continue administering the listserve as ex-officio.

Mike recommended that the SEAC committee read and discuss the AAUP agreement as soon as it is available. Lissia will notify the committee when the final approved AAUP contract is available.

**Old Business:** Discussed leaving the survey open and have some base analysis available for the 7/15 meeting to formulate questions for the August meeting with the President. As a matter of consideration, we should submit questions in advance to the president. Jim will send periodic reminders to staff to respond to the online survey and can update the analysis with new data rather quickly.

Meeting adjourned at 1:40 PM.

Next meeting is on July 15th at 12:30 PM. See schedule below. Also, Pam will set up next group of meetings at Student Union.

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	12:15 PM	2:00 PM	SU Room 323	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
8/19/2010 Thu	12:15 PM 3:00 PM	2:00PM	SU Room 323 President's Office	Pam to Confirm