

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes for July 15, 2010 Meeting

Members and Attendance:

Name	Term	Attendance
Jean Andrick	2008 - 2011	Present
Kristina Artino	2009 - 2012	Present
Mary Dingler	2009 - 2010	Present
Lissia Gerber	2010 - 2013	Present
Nancy Homa	2009 - 2012	Absent
Jan Kotila	2010 - 2012	Absent
Jennifer Lint	2010 - 2013	Present
Vicki England Patton	2010 - 2013	Present
Jim Shuster	2008 - 2011	Present
Cheryl Collins-Slusarczyk	2010 - 2013	Present
Peggy Walchalk	2010 - 2013	Present
Lindsie Webb	2008 - 2011	Present
Pam Woodall Caine	2008 - 2011	Present
Laura Spray	Ex-Officio	Present
Bob Stachowiak	Ex-Officio	Absent w/Notice

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

Meeting called to order at 12:35 PM and introductions made for new members.

Review minutes for 6/17/10 meeting. Minutes approved.

Agenda for Today's Meeting:

I. Opening

II. Goals

- Assign members to sub-committees
- Discuss survey results
- Schedule room reservations for 2010 – 2011 term

III. Agenda Topics

1. Introduce members.
2. Approve June minutes.
3. Budget update.
4. Assign sub-committees.
5. Discuss survey results

IV. New Initiatives

V. Closing

New business:

Chair present brief SEAC background

- Jim discussed his philosophy on SEAC and wants it to be an equal partnership and keep it simple.
- Suggested sticking to a few projects so we are able to focus on more energy on fewer

projects so we can focus on completion of projects.

- Jim was very impressed with the survey and would like to do one every other month on various topics.
- We talked about the response the list serve got from a staff member regarding having the survey broken down by department. Members will need to formulate a response to this request.
- It was decided that the survey will not be discussed with the president at the August meeting. The survey results will be discussed by the executive committee with the president at a later date.
- Jim discussed the two distribution lists: seac-c@lists.uakron.edu and seac-l@lists.uakron.edu which can only be accessed by Jim, Laura and Bob. This list is used to send to all staff for purposes such as surveys and elections.

Discussed meeting with President possible agenda items:

- By Laws—time frame for approval?
- United Way card return—ideas
- Performance Evaluations—linked to merit
- Holiday Party—President approval

Assign sub-committees:

Awards and Recognition: Jean, Mary, Peggy

By-Laws: Lindsie, Laura, Pam, Nancy

Campus and Community Outreach:

Mary, Kristina, Lissia, Peggy and Vicki

Human Resources Liaison: Jean

OSCHE Reps: Lissia and Jim. Alternate Reps: Cheryl

Performance Evaluation: Mary, Cheryl, Jen, Jim

Social Committee: Jean (Chair), Cheryl, Pam, Lissia and Mary.

Web Team: Jean, Jim (Chair), Peggy, Vicki

Board of Trustees Observer: Lissia, Kristina, Jen (alternate). This is a 2-year term.

Faculty Senate: Nancy, Cheryl. 2-year terms.

Group Insurance & Benefits: putting this committee on hold.

University Council Exploratory: Bob, Vicki

University Safety and Security: Bob

Old Business:

Jim explained how survey questions were grouped. Discussed categorizing the comments.

Discussed what to do with old SEAC documents. Laura discussed having a network drive for SEAC.

Committee Reports:

SEAC Awards & Recognitions Sub-Committee: Mary Dingler, Jean Andrick and Peggy Walchalk:

Mary Dingler will pursue with HR the statistics at the latest awards function (data on how many faculty vs. how many staff). The consensus of SEAC felt that HR should be able to supply that information.

SEAC By-Laws - Laura Spray (ex-officio and Chair reporting), Pam Woodall Caine, Nancy Homa and Lindsie Webb: Sid Foster is going to review the by-laws

SEAC Budget Committee (Lissia Gerber reporting): No report.

SEAC Treasurer - Lindsie Webb (reporting):

- There was the carry over balance from last year. It wasn't reflected as carried over yet because the budget has yet to be approved

SEAC Campus & Community Outreach Committee - Lissia Gerber (reporting), Pam Woodall Caine, Kristina Artino, Mary Dingler, Peggy Walchalk

Scholarship: Lissia looked at other SEAC type organizations to see what types of philanthropic activities they were doing. It was previously discussed that SEAC wanted to create and endowed scholarship for staff members. A formal proposal on how to raise the funds needs to be developed and sent to the president. The president previously asked for SEAC's help in getting the United Way cards returned by staff because the campus gets something in return.

Jean said that last year there weren't department reps for United Way and they need to be brought back so the cards can be tracked easier. Jean is going to do research for the meeting with the president.

SEAC Human Resources Liaison No report

SEAC OSCHS Reps (Ohio Staff Council on Higher Education): Jim Shuster (chair) and Lissia Gerber (vice-chair), Cheryl Collins-Slusarczyk (alternate): No committee member was able to attend the last meeting

SEAC Performance Evaluation Committee - Jim Shuster (reporting), Mary Dingler and Cheryl Collins-Slusarczyk and Jen Lint: No report.

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

Web: Jim Shuster (reporting) Jean Andrick and Peggy Walchalk and Vicki England Patton: No report.

Board of Trustees Observers (www.uakron.edu/bot/) - Kristina Artino (reporting) and Lissia Gerber, Jen Lint (alternate): No report.

Faculty Senate (<http://www.uakron.edu/president/facultySenate/>) - Nancy Homa (reporting) and Cheryl Collins-Slusarczyk : No report.

University Council Exploratory Committee – Bob Stachowiak (reporting) and Vicki England Patton: No report.

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

Meeting adjourned at 2:07 PM.

Next meeting is on August 19th at 12:30 PM. See schedule below.

Date	Start	End	Room	Status
7/15/2010 Thu	12:15 PM	2:00 PM	SU Room 323	Confirmed
8/19/2010 Thu	12:00 PM	2:30 PM	SU Room 323	Confirmed
	3:00 PM	4:00 PM	McCollister BH	Confirmed
9/16/2010 Thu	12:00 PM	2:30 PM	SU Room 323	Confirmed
10/21/2010 Thu	12:00 PM	2:30 PM	SU Room 323	Confirmed
11/18/2010 Thu	12:00 PM	2:30 PM	SU Room 323	Confirmed
12/16/2010 Thu	12:00 PM	2:30 PM	SU Room 323	Confirmed
1/15/2010 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed
2/20/2010 Thu	12:00 PM	2:30 PM	SU Room 314	??
3/17/2010 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed
4/15/2010 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed
5/19/2011 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed
6/16/2011 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed
7/21/2011 Thu	12:00 PM	2:30 PM	SU Room 314	Confirmed