

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes for 10-20-10 Meeting

Members and Attendance:

Name	Term	Attendance
Kristina Artino	2009 - 2012	Present
Mary Dingler	2009 - 2010	Present
Debbie Gannon	2010 - 2011	Present
Lissia Gerber	2010 - 2013	Present
Nancy Homa	2009 - 2012	Present
Jan Kotila	2010 - 2012	Absent w/ Notice
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	Present

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

Meeting called to order at 12:30pm and introductions made for new members.

Review minutes for 9-16-10 meeting. Minutes approved.

Agenda for Today's Meeting:

- I. Opening**
- II. Goals**
- III. Agenda Topics**
- IV. New Initiatives**
- V. Closing**

New business:

- Debbie Gannon and was introduced as a new member.
- We discussed whether or not to purchase a banner for SEAC to use at events. Nancy Homa proposed the banner purchase. Vicki England Patton seconded the motion. The motion was approved.
- Committee reports- see below.
- Benefits- SEAC needs to be represented at the meeting discussions.

Old Business:

Employee satisfaction survey

Written comments were analyzed and broken down into three categories. Performance reviews, Merit and increases and the hiring process/advancement. Jim created charts showing the responses. These will be posted to the website.

A message will be developed to send out to the seac-l list in response to the survey or posted on our website with a way to address the employee concerns and who to contact. Pam suggested creating some forums for people to become educated about some policies.

Bob suggested creating a SEAC newsletter.

Committee Reports:

SEAC Awards & Recognitions Sub-Committee: Mary Dingler, and Peggy Walchalk: No Report

SEAC By-Laws - Laura Spray (ex-officio and Chair reporting), Pam Woodall Caine, Nancy Homa and Lindsie Webb: Laura reporting. Sid Foster still plans on going to the board with the by-laws in December.

SEAC Treasurer - Lindsie Webb (reporting): No report.

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

October 28th is the United Way Rally.

Date	October 19, 2010	Time	11:00-12:30
Facilitator	Lissia Gerber	Location	ASB
Subject	Campus & Community Outreach Committee		
Attendees	Vicki, Peggy, Kris, Bob, Jim, Lissia		
Key Points Discussed			
No.	Topic	Highlights	
1	United Way Campaign	Reviewed plans, assigned tasks indicated below	
2	Assigned posts during event	Pledge collection – Kris SEAC table – Jim/Peggy Raffle Tickets – Gary/Jennifer Pictures/Mingle - Bob Welcome/Mingle - Vicki/Lissia	
3	Prizes Donated	Counted 15 prizes – and growing!	
Action Plan			
No.	Action Item	Owner	Target Date
1	Finalize Dining Service/Give Account Code to Dining Services/Ensure table skirt for food table	Kris	10/20
2	Inquire about Steel Drum *needs secured	Peggy	10/20
3	Inquire about Pep Band/Cheerleaders/Zippy	Bob	10/20
4	SEAC Flyers/Materials	Jim	10/28
5	Box for Pledge Cards	Kris	10/28
6	Suggestion Box/Cards/Pen for SEAC table	Peggy	10/28
7	Draft Email Digest Announcement	Lissia/Bob	10/20

8	Draft Save the Date Card	Lissia	10/20
9	Balloon Trees Secured	Peggy	10/20
10	Welcome Signage/Posters	Dave O/Lissia	10/28
11	United Way CD for Monitors	Dave O	10/28
12	Lifesavers for center of table	Jim	10/25
13	Raffle Tickets for drawing	Gary B	10/25
14	Monitor for PowerPoint presentation on SEAC Table	Bob	10/28
15	MC/Announce	Dave O	10/28
16	Signage to thank sponsors	Lissia	10/25
17	Box for Raffle tickets -	Lissia	10/25
18	Small box to promote Hat/Glove Drive at SEAC table	Lissia	10/25

There will be an Email Digest advertising the rally. SEAC will put up posters and solicit cards from various departments.

We will send out a reminder about the Soup and Salad luncheon to the seac-I list.

SEAC Human Resources Liaison, Jim reporting. No report

SEAC OSCE Reps (Ohio Staff Council on Higher Education): Jim Shuster (chair) and Lissia Gerber (vice-chair), Cheryl Collins-Slusarczyk (alternate):

October 29th- Wright State

SEAC Performance Evaluation Committee - Jim Shuster (reporting), Mary Dingler and Cheryl Collins-Slusarczyk and Jen Lint:

Committee met briefly. Discussed what constitutes "merit".

Social Committee: Mary Dingler, Lissia Gerber and Pam Woodall Caine, Jennifer Lint:

Will meet soon to discuss holiday party, we will meet November 3rd at 11:00 in 120 ASB.

Web: Jim Shuster (reporting) Peggy Walchalk and Vicki England Patton:

We discussed creating a share point site to house all of the SEAC files.

Board of Trustees Observers (www.uakron.edu/bot/) - Kristina Artino (reporting) and Lissia Gerber, Jen Lint (alternate): BOT Meeting October 6, 2010

Ann Brennan-

- Reminded everyone to get their donations in by the end of the year

Also asked that each chair meets with their committees

President Dr. Proenza-

- Talked about the key leadership initiative and the University of Akron. The university was asked to display a model for the key leadership initiative. This was in conjunction with the White House and others. This initiative focused on signs of the future. The research foundation and BioInnovation institute were represented from the University of Akron. The BioInnovation institute received 1 million dollars in a grant from the U.S. Department of Commerce. Part of the topics included at this conference was job clusters, panel discussion, and speeches by the Agricultural Secretary.

- Dr. Proenza also talked about China week, and what a success it is. He brought up some events such as Thomas Friedman's visit to EJ Thomas.
- Dr. Proenza also talked about the University of Akron being named as one of the top 99 best places to work in Northeast Ohio. The university also received an award of a Health Work Place. Dr. Proenza stated that the University of Akron was not only the choice for students, but also for faculty and staff.
- Dr. Proenza mentioned that the State of the University address will be on 10/26 in the student union ballroom (did not catch the time).

Student Trustee-

- Talked about Dr. Gerald Austen from the Knight Foundation visited the students and talked about some key issues that related to the students.
- The trustee also talked about ASG and how they conduct safety walks throughout the campus and just recently investigated areas of Quaker Square that needed up-dated for safety purposes.
- They are also in need of one more student trustee.
- Also, a student George Sylvester was recognized with the First Student Recognition award.

Finance, Fiscal Policy-

- Fall revenues are not completed, but enrollment reports show that hour production exceeds the projections by 1%. This is growth of 6% credit hours for undergrads, and 1% for grads.
- Purchases for more than \$150,000- The university group insurance benefits committee is proposing an award to Apex Benefit Services (Commonly known as Summacare) of a one year contract as the Universities Preferred Provider. This will begin January 1, 2011.
- Will bring more information on this to our next SEAC meeting.

Educational Policy and Student Affairs-

- The graduation list for Fall 2010 was briefly discussed, but deferred to a later time for more discussion.
- A presentation of the Veterans Affairs at the University of Akron was given. Margaret Wineman and Dean Belsky were the presenters, followed by two students, Freeman and Mace. This presentation gave an overview of our veterans on campus, and the University of Akron's willingness to become the #1 University for Veterans' Education.

George Newkome-

- Presented on the ORSSP monies. This is also detailed more in the report, and will be brought to the SEAC meeting.

External Affairs-

- Honorary Doctorate Proposal was talked about to approve Mr. Ward J. Timken, Jr. Chairman of the Board of Directors of the Timken Company.
- Department of Development recorded a total giving from July 2010-August 2010 of \$4,951,251 dollars.

Facilities Planning and Oversight-

- Current and active projects were listed in the report

Committee on Rules-This is detailed in the report.

Faculty Senate (<http://www.uakron.edu/president/facultySenate/>) - Nancy Homa and Cheryl Collins-Slusarczyk (reporting): Faculty Senate Minutes: 10/7/10

Chair Sterns reviewed the activities of the Executive Committee: meetings regarding the state budget, with President and Provost with regards to update on College of Nursing merger, dean searches, strategic plan, student code of conduct, standards of educational performance on all campuses.

Chair Sterns also addressed the Graduate School policy that was passed at the BOT meeting on 10/6/10 with regards to reducing the admission to GS from 2 year to 1 year upon acceptance. Chair Sterns informed FS that this new policy had not been reviewed and voted upon by the FS; in discussion with others on campus, very few if any deans and/or department chairs had reviewed this policy change.

President Proenza assured Chair Sterns and FS that this policy would be revisited and follow the correct procedural path for approval.

President Proenza spoke to the Akron model; reminded all of the State of the University Address on 10/26/10.

Provost Sherman spoke about the name changes to the Provost's Office; title changes to be: Vice Provost for Academic Planning; Vice Provost for Academic Operations. Informed FS that the Knight Foundation had awarded the University \$4.5M for student success with emphasis on the African-American male.

Academic Policies: R. Ramsier announced that the name change for Theoretical and Computational Mathematics had been approved: Department of Mathematics. R. Ramsier also announced that the Rules Committee was doing another review with regards to University Council. The hope is that UC is in place by Spring 2011.

Rudy Fenwick, Chair of the Ohio Faculty Council: OFC met in February and again in early Fall: Review of the policies and the committees with regards to Transfer and Articulation; concern that there was pressure on TAGS to remove content in certain subject areas to get all to agree and just be "close" in content. Also, HB 365 which extends collective bargaining to adjunct faculty and graduate assistants – this bill is being closely monitored; impact of the state subvention change – reflecting # of graduates and retention #s vs. enrollment #s; changes to STRS – vote by legislature will not occur until after the election – there may be a vote by the lame duck session.

Curriculum Proposal System: Next FS meeting will be a full demonstration of the process. Testing is to occur the 1st week in November; training for faculty in mid-Nov.; rollout by Dec. 7th; by early 1/2011 the old system will be closed (reviews will move until final approval is granted). Concern

that the 7th is final exam time; concern regarding the implementation timetable was raised as well. Chair Sterns indicated that some of these concerns should be addressed at the demonstration at November's FS.

Adjournment: 4:51PM

University Council Exploratory Committee – Bob Stachowiak (reporting) and Vicki England Patton:

Monday 9/27 marked a rather historic milestone for the University of Akron University Council Exploratory Committee (UCEC) as we presented our draft bylaws to the University Rules committee of the Board of Trustees.

Rules Committee/Administration Members in attendance were: Ted Mallo, President Proenza, Nicholas York, Jane Bond, Joseph Rich, Mike Sherman and Richard Pogue

Attending from UCEC were: Myself, Tim Lillie (Co Chair), Rex Ramsier (Co Chair), Liz Ericson, Harvey Stern, Jim Sage, Kent Marston, Debra Hayes, Steve Sedlock (ASG President) and a member from Graduate Student Government whose name I did not catch.

Nicholas York opened the meeting and began by turning the floor over to President Proenza.

President Proenza indicated that shared governance was a standard in academia and that these bylaws were a very important step towards shared government on campus. He gave a brief historical overview of the Faculty Senate and referenced several documents that he had supplied the rules committee. The President stated that he had spent time reviewing the document but had not forwarded his viewpoints/recommendations to the rules committee as of yet.

Mr. York turned the floor over to Professor Lillie and Rex Ramsier (UCEC co-chairs) for a short presentation.

Professor Lillie reviewed the bylaws and indicated:

- University Council would be for long range planning
- Would represent 8 major constituencies
- Would not abdicate authority from existing organizations
- Would help to improve communication across the university
- That the senate would remain the existing legislative body for support of the Academic Mission of UA.
- That the document was over 3 years in the making.

Question and Answers

Judge Bond was concerned about the lack of external representations – UA does not exist in a vacuum and Professor Lillie responded that if the external issues were part of a UA policy, it would be included.

President Proenza interjected that he did not think that the document would preclude the community issues.

Judge Bond indicated that she had more questions about the wording of the document and appeared to have quite a few markings within her document.

Mr. Pogue questioned if the document took authority away from the board and was reassured that it did not. He wanted to know if the document dealt with the Faculty Union – At first Mr.

Mallo declined to talk about it in open session and stated he would wait till executive session. Then the president expounded and so did Mr. Mallo in stating that the issue would have to be looked at during contract negotiations. He also wanted to know what would happen if the board made a ruling without consulting or including UC. President Proenza answered that a policy would have been violated which shouldn't happen but could.

Other questions bandied about were the level of interaction the council would have and what the definition of short term versus long range was. There were no definitive answers to either of these questions and it seemed that this was something that they planned to discuss or talk about amongst them.

Lastly the president indicated that both he and provost would be forwarding their recommendations now that the committee had reviewed the information and they would continue to work on this at a later date. UCEC committee members were thanked for their effort and time in crafting the bylaws.

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

Meeting adjourned at 2:30pm.

Next meeting is on November 18th 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	12:30 PM	2:30 PM	SU Room 323	Confirmed
10/21/2010 Thu	12:30 PM	2:30 PM	SU Room 323	Confirmed
11/18/2010 Thu	12:30 PM	2:30 PM	SU Room 323	Confirmed
12/16/2010 Thu	12:30 PM	2:30 PM	SU Room 323	Confirmed
1/20/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed
2/17/2011 Thu	12:30 PM	2:30 PM	SU Room 314	??
3/17/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed
4/21/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed
5/19/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed
6/16/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed
7/21/2011 Thu	12:30 PM	2:30 PM	SU Room 314	Confirmed