

The University of Akron
 Staff Employee Advisory Committee (S.E.A.C.)
 Minutes for 8-19-2011 Meeting

Members and Attendance:

| Name | Term | Attendance |
|---------------------------|-------------|--------------------|
| Kristina Artino | 2009 - 2012 | Absent with notice |
| Mary Dingler | 2009 - 2012 | Present |
| Debbie Gannon | 2010 - 2013 | Present |
| Lissia Gerber | 2010 - 2013 | Present |
| Julie Harhay | 2011 - 2014 | Absent with notice |
| Amy Haynes | 2011 - 2014 | Absent with notice |
| Nancy Homa | 2009 - 2012 | Present |
| Shelly Keller | 2011 - 2014 | Present |
| Ken Lindeman | 2011 - 2014 | Present |
| Deanna Reynolds | 2011 - 2013 | Present |
| Jeanne Semilia | 2011 - 2014 | Present |
| Cheryl Collins-Slusarczyk | 2010 - 2013 | Present |
| Peggy Walchalk | 2010 - 2013 | Present |
| Open Position | - 2012 | |
| Lindsie Webb | Ex-Officio | |
| Pam Woodall Caine | Ex-Officio | |
| Jim Shuster | Ex-Officio | Present |
| Laura Spray | Ex-Officio | Present |
| Bob Stachowiak | Ex-Officio | |

Regular meetings scheduled on third Thursday of month at 12:00 PM.

Meeting called to order at 12:05 pm.

I. Agenda Topics:

- Chair Announcements - Kristina Artino will be coming back to work on Monday, August 22nd.
- Approve July Minutes - Cheryl Slusarczyk moved to approve the July minutes. Ken Lindeman second the motion.
- Treasurer Update - Two invoices totaling \$649.31 were received for the University Council Meet and Greet held on August 4th.
 - Dining Services \$474.31
 - Student Union room charge \$175.00
 -
 Cheryl reported that Julie is working on the rollover.
- Meeting with President - Additional topics
 - Thank you for raises
 - SEAC's involvement with United Way
 - SEAC's involvement with Homecoming
 - Tell him about Back to School drive
 - Ask for any general campus updates

Two Open Seats/Terms

- Jim Shuster clarified the status of the open and recently filled positions on our committee.
 - Deanne Reynolds is filling Jennifer Lint's vacancy
 - Cheryl will ask President Proenza to appoint Amy Haynes for the 2011-2014 appointment
 - One position is still open

Committee Reports

| | |
|---|---|
| <u>SEAC Campus & Community Outreach</u> | - Julie Harhay reported on the Back to School Drive. Twenty to thirty boxes of donations were collected and delivered to Summit County Children Services. Nancy Homa's area had a lot of participation. Cheryl has two pictures to share. |
| <u>Performance Evaluation</u> | - Cheryl mentioned hearing that the whole forum of the Performance Evaluation is being reviewed. |
| <u>SEAC Social Committee</u> | - Deanne Reynolds shared update on Employee Appreciation Day. Deanne, Shelly and Bob will serve as SEAC representatives on the campus-wide committee. |
| <u>Faculty Seante</u> | - Nancy Homa announced that the first Faculty Senate meeting will be held on September 1, 2011. |
| <u>Board of Trustees Observer</u> | - Kristina Artino and Ken Lindeman will serve on this committee. Ken shared the August 3, 2011, BOT report with the committee (Attachment B). |
| <u>University Council Exploratory</u> | - Bob Stachowiak stated that he would be attending another UC meeting later this afternoon. The group will be reviewing a new document. Bob said that he would forward the new document to SEAC. The timeline for implementing the committee is November 1, 2011. |
| Elect UC Members from SEAC | - Debbie Gannon shared the list of staff who volunteered to serve on University Council (UC). Committee reviewed the list and also voted on the (11) SEAC members needed to serve on UC. Please see Attachment A for the complete list. |
| SharePoint Storage Site | - Jeanne and Peggy will obtain the boxed documents from Laura Spray. They will then categorize the items, scan them and store on Share Point. The scanned documents will be shredded along with unnecessary items. It was suggested that some of the historical items might used to create a scrapbook. |

II. New Initiatives

- Meeting with HR/Becky Hoover and Bill Viau (September 15, 2011, at 1 p.m.)
Topics – Please see Attachment C.
- Employee Appreciation/Homecoming – October 8, 2011 (Noon – 2 p.m.) game at 2 p.m.
- Welcome Committee

III. To Do List

- Outreach – United Way
- Dave McVaney letter – **Bob Stachowiak offered to talk to Dave**

Meeting adjourned at 2:00 pm.

See schedule below for other meeting dates.

| Date | Start | End | Room | Status |
|----------------|--------------|------------|------------------------|---------------|
| 9/15/2011 Thu | 12:00 PM | 2:00 PM | SU Room 314 | Confirmed |
| 10/19/2011 Wed | 12:30 PM | 2:00 PM | InfoCision Stadium 317 | Confirmed |
| 11/16/2011 Wed | 12:30 PM | 2:00 PM | InfoCision Stadium 317 | Confirmed |
| 12/15/2011 Thu | 12:00 PM | 2:00 PM | SU Room 314 | Confirmed |