

The University of Akron  
 Staff Employee Advisory Committee (S.E.A.C.)  
 Minutes for 9-15-2011 Meeting

**Members and Attendance:**

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

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

Meeting called to order at 12:10 pm.

**I. Agenda Topics:**

- Chair Announcements - Our October and November meetings have been changed to Wednesdays. They will be held in InfoCision Stadium room 317.
- Approve August Minutes - Jim Shuster motioned for approval. Ken Lindeman seconded the motion. The August minutes were approved as written.
- Treasurer Update - Julie absent. Cheryl said that she e-mailed Amy Gilliland in the Budget Office. She is waiting to hear back from Amy regarding the carryover, etc. Cheryl reported that the expenses for the UC Meet and Greet totaled \$795.

**Committee Reports**

SEAC Campus & Community - Lissia announced that Holly Harris Bane is in charge of the United Way Campaign. The kickoff campaign will be held in late October. Lissia will forward the details to Julie. Lissia said she will be glad to co-chair the committee with Julie.

HR Liaison - Cheryl asked the committee for their comments on the memo she shared via e-mail regarding the Annual Performance Planning Review and Process. After discussion, the members agreed this document should be shared with UC's Talent Development & Human Resources committee.

**Attachment A.**

### SEAC Social Committee

- Deanne Reynolds is waiting to see the budget report. Deanne and Bob updated the committee on Employee Appreciation Day.
  - o The staff area will be designated to Coleman Common.
  - o An Employee Idol competition will take place (auditions will be held one week prior to event. Finalist will perform on October 8<sup>th</sup>).
  - o Approximately 40 people are needed to assist between SEAC, CPAC, and Faculty Senate.
  - o Need prizes and solicitation for raffle prizes. *Cheryl will send revised letter to everyone.* Committee might set up a recruitment day to solicit prizes from area businesses.
  - o Homecoming website [www.uakron.edu/homecoming](http://www.uakron.edu/homecoming)
  - o Bob will talk to Bob Kropff to promote an E-Mail Digest announcement.
  - o A large banner will be available for all to sign to support the Zips. Banner will be presented to the players at some point before the game.
  - o The \$10 ticket will include food, games, a T-shirt, and admission to the football game.
  - o Shelly and Bob will send out details on where manpower is needed. Bob suggested having sign-up sheets to work the carnival games, etc. with 30, 60 and 90 minute time slots.

### Faculty Seante

- Nancy Homa provided update and e-mail with the September 1, 2011 Faculty Senate minutes. **Attachment B.**

### University Council Exploratory

- Bob Stachowiak stated that a meeting is scheduled to discuss unions.

### University Safety & Security

- Bob Stachowiak said the group is putting together two different meetings. One to discuss drug trafficking issue and another to discuss the continued strategic planning on campus.

Meeting with HR/Becky Hoover and Bill Viau

- Committee met with HR liaisons to discuss questions regarding benefits and compensation. Results to follow under separate cover.

Two open seats/term

- Cheryl to send out e-mail regarding this issue.

SharePoint Storage Site

- Laura Spray delivered the historical items to Peggy Walchalk. Jeanne and Peggy will begin review and scanning of documents on Wednesday, September 28, 2011.

Sasaki Meeting

- Agenda item for October 19, 2011.

## II. New Initiatives

- Employee Appreciation/Homecoming – October 8, 2011 (Noon – 2 p.m.) game at 2 p.m.
- Outreach – United Way Campaign

### III. To Do List

- Maria Jones suggestion. Attachment C.
- Holiday social

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Meeting adjourned at 2:25 pm.

See schedule below for other meeting dates.

<b>Date</b>	<b>Start</b>	<b>End</b>	<b>Room</b>	<b>Status</b>
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

Submitted by:  
Peggy Walchalk