

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes of 5-23-2013
Student Union Room 314

Members and Attendance

Stephanie Baker	2012-2015	Present
Tracey Brown	2013-2016	Present
Matt Bungard	2012-2015	Present
Cheryl Collins-Slusarczyk	2013-2016	Present
Emily Fillmore	2012-2015	Present
Shelly Keller	2011-2014	Present
Kenn Lindeman	2011-2014	Present
Sharon Logue	2013-2014	Present
Brenda McHenry	2013-2016	Present
Kristina Nakoneczny	2013-2014	Present
Margo Ohlson	2012-2015	Present
Cynthia Richey	2012-2014	Present
Jeanne Semilia	2011-2014	Present
Anthony Serpette	2013-2016	Present
Michael Spayd	2012-2015	Present
Laura Spray	2012-2015	Present
Peggy Walchalk	2013-2016	Present
Cheryl Westfall	2013-2016	Present

Regular meetings scheduled on third Thursday of each month at 12:30 p.m.

Meeting called to order at 12:35 p.m.

I. Agenda Topics

- 1.) **Approve April Meeting Minutes** – Michael Spayd motioned to approve the minutes as written. Kenn Lindeman seconded the motion and all were in favor.
- 2.) **Treasurer's Report** – Laura stated the budget balance is currently \$749.97. She asked Cheryl for the anticipated amount needed for the OSCHE Summer Conference. Cheryl replied that she and Michael are interested in attending the conference. She added that one registration for the conference will be free. Any additional costs might include transportation and lodging.

Laura also announced that Michael did such a good job planning for the April OSCHE meeting that there was money left over. The extra money was from the contributions received from on-campus departments. She suggested giving that money back to those departments.

- 3.) **Elections** – Cheryl announced the nominations for SEAC offices and asked each candidate if he/she accepts their nomination. After nominees accepted or declined their nominations the committee members voted on each office. The new officers for the 2013-2014 include

the following: **Margo Ohlson, Chair; Anthony Serpette, Vice Chair; Michael Spayd, Treasurer; and Emily Fillmore, Secretary.**

Members also voted Debbie Gannon as Ex-Officio member for 2013-2014.

- 4.) **Employee Appreciation Day** – Michael Spayd provided an update on the recent meeting that focused on the 2012 Employee Appreciation Day. Some of the main concerns were the ticket pricing; the fact that staff worked the event; and that there were not enough teen appropriate games and prizes. The program committee for this event has asked SEAC to be involved with the planning. They have asked Michael and Shelly to join as representatives for SEAC. This year's event will be held during UA's Homecoming which is scheduled for Saturday, October 5, 2013 at 2 p.m. when the Zips take on Ohio University.
- 5.) **Faculty Senate Committee Appointments** - Members discussed the recent call for faculty, contract professionals, staff and students to serve on permanent and ad hoc Faculty Senate committees. After conversation the members agreed there is no need for SEAC to serve on this committee or attend the Faculty Senate meetings.
- 6.) **Recap-**
 - a. **OSCHE Meeting** – Michael mentioned that he had provided Jeanne with OSCHÉ information for the Newsletter. He stated that the April meeting hosted on UA's campus went well and he received positive feedback ~~from the community~~. He added that the OSCHÉ summer conference will be held in June and annual elections will be held. He was pleased to announce that Cheryl has been nominated to serve as Vice Chair and he has been nominated to serve as Treasurer on OSCHÉ. The members wished them well in the elections.
 - b. **Aeros Game** - Peggy announced that (171) tickets were sold for the May 4th UA Night at the Aeros. She said it was a great evening. The weather was perfect and it was a terrific game.
 - c. **Newsletter** – Jeanne mentioned that she will need a message from the Chair to be included in the next newsletter. She also mentioned that she needs pictures from the OSCHÉ meeting. She noted that if new members or continuing members would like their picture taken she will make arrangements through Jamie in Leigh Hall.
- 7.) **Constituent Issues** – Peggy stated there was no report or new issue. A member presented a question that was recently brought before them. The question being, *if UA doesn't award raises this year, is there a need to complete a performance evaluation?* The topic was discussed and it was noted that it is to an employee's benefit to complete the performance evaluation. It was also mentioned that if there are budget cuts they might be based on performance evaluations.
- 8.) **Old Business** - N/A
- 9.) **New Business** – Members discussed the sub-committee groups and volunteered to serve as listed below:

Employee Appreciation Day – Shelly, Michael, Brenda

United Way - Emily, Cindy, Laura and Tracey

Staff Welcome – Sharon and Kristina

Campus Staff Meeting - Cheryl and Kristina

School Supply Drive/Community Outreach - Cindy, Jeanne, Peggy and Brenda

HR Liaison - Anthony and Stephanie

OSCHE – Cheryl, Michael, Cindy and Peggy

Web Team – Anthony, Kenn and Matt

BOT Observers – Margo, Shelly, and Sharon (Margo will go to the first Monday meeting to see if it's necessary to attend)

By-Laws - Laura and Stephanie

Chairs of the subcommittees will be determined at a later date. All are encouraged to join as their time permits.

With no further business the meeting adjourned at 3:40 p.m.

Next scheduled meeting: **Wednesday, June 19, 2013 at 12:30 p.m. (Location TBD)
followed by a 2:00 p.m. annual meeting and picture with President Proenza
in the McCollister Room, Buchtel Hall**

CORRECTIONS per the June 19, 2013 SEAC meeting.