

The University of Akron  
 Staff Employee Advisory Committee (S.E.A.C.)  
 Minutes of 6-19-2013  
 Leigh Hall 413

**Members and Attendance**

Stephanie Baker	2012-2015	Present
Tracey Brown	2013-2016	Absent with notice
Matt Bungard	2012-2015	Present
Cheryl Collins-Slusarczyk	2013-2016	Present
Emily Fillmore ( <b>Secretary</b> )	2012-2015	Absent with notice
Debbie Gannon (Ex-Officio)	2013-2014	Present
Shelly Keller	2011-2014	Present
Kenn Lindeman	2011-2014	Absent with notice
Sharon Logue	2013-2014	Present
Brenda McHenry	2013-2016	Present
Kristina Nakoneczny	2013-2014	Present
Margo Ohlson ( <b>Chair</b> )	2012-2015	Present
Cynthia Richey	2012-2014	Absent with notice
Jeanne Semilia	2011-2014	Present
Anthony Serpette ( <b>Vice Chair</b> )	2013-2016	Present
Michael Spayd ( <b>Treasurer</b> )	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 12:30 p.m.

**I. Agenda Topics**

- 1.) Approve May Meeting Minutes** – Michael Spayd noted two corrections to the minutes. The first was to omit *“from the community”* in agenda topic #6 under the OSCHE Recap. The second was to add Cheryl and Michael to the OSCHE subcommittee listing. Michael motioned to approve the minutes with the noted corrections, Stephanie Baker seconded the motion and all were in favor.
- 2.) Treasurer’s Report** – Laura stated that she met with Michael to make the Treasurer transition. She indicated that as long as the OSCHE summer conference expenses do not go over budget we should be good. The current balance is \$1,373.25.
- 3.) Meeting with President** – Members discussed topics to discuss at the preceding meeting with scheduled with President Proenza. This is an annual meeting with the president and concludes with a group picture with the Dr. Proenza. Some issues identified included a recap of SEAC’s involvement over the last year, UA’s involvement with OSCHE, the Union and SEAC’s future, budget and staffing concerns of furloughs and layoffs, Greek involvement, the dismissal of UA’s TeleBuch Yearbook, and how we can assist the President with communications to staff.

- 4.) **Chair assignments for subcommittees** – The members volunteered and nominated chairs for the various groups. The results are indicated below:

**United Way** - Emily, Cindy, **Laura** and Tracey

**Staff Welcome** – Sharon and **Kristina**

**Campus Staff Meeting** – **Cheryl Westfall** and Kristina

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

**HR Liaison** - Anthony and **Stephanie**

**OSCHE** – **Michael**, Cheryl, Cindy and Peggy

**Web Team** – **Anthony**, Kenn and Matt

**BOT Observers** – Margo, **Shelly**, and Sharon

**By-Laws** - **Laura** and Stephanie

**Newsletter** – **Jeanne**, Cheryl Westfall, Sharon, and Kristina

- 5.) **Plan yearly events** – Items discussed include the following:

**July** – School Supply Drive **October** – Staff Appreciation Day (10-5-2013) and Wayne Campus Visit

**November** – United Way Campaign

**December** – Winter outreach with hat, glove and scarf drive (possibly coordinate with President's holiday party and/or a giving tree that can be decorated with donated gloves, scarves, and hats).

**January** – Main Campus Staff Meeting

Margo said she will work on the event list with Anthony.

- 6.) **Constituent Issues** - No report.

- 7.) **Old Business** - Anthony announced changes made to the SEAC website and mentioned the idea of inserting a suggestion or concern form. He said he will provide a mock up for the next meeting.

Sharon inquired on the status of the Scholarship subcommittee. Some remaining concerns involve how to fund the project and if books would be the

With no further business the meeting adjourned at 1:55 p.m.

Next scheduled meeting: **Thursday, July 18, 2013 (Student Union Room 314)**

Respectfully submitted by: Peggy Walchalk (in Emily Fillmore's absence)