

The University of Akron
 Staff Employee Advisory Committee (S.E.A.C.)
 Minutes of September 18, 2014 Meeting
 Student Union 312

Members and Attendance

Stephanie Baker	2012-2015	Present
Bonnie Bromley (Secretary)	2014-2017	Absent
Matt Bungard	2012-2015	Present
Emily Fillmore	2012-2015	Present
Debbie Gannon	2014-2015	Present
Marjorie Hartleben	2014-2017	Absent
Shelly Keller	2014-2017	Present
Kristina Nakonecny	2014-2017	Absent with notice
Ruth Nine-Duff	2014-2017	Present
Margo Ohlson (Chair)	2012-2015	Absent with notice
Doris Robinson	2014-2017	Present
Kathie Ruther	2014-2017	Present
Anthony Serpette (Vice Chair)	2013-2016	Present
Laura Spray (Treasurer)	2012-2015	Present
Peggy Walchalk	2013-2016	Absent with notice

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

Agenda Topics

- I. Meeting called to order at 12:30 p.m.
- II. No minutes from the August 28 meeting have been distributed.
- III. Old Business
 - The SEAC University Rule is scheduled to go to the Oct BOT meeting. However, it is the only current rule going and the board rules committee tries to present when there are more than one. So don't get your hopes up.
 - Watch for SEAC By Laws for review
 - Next meeting – Hows the Polo research? SEAC members what a way of being recognized.
- IV. Update on Leave Bank - Anthony
 The additional information was sent to the UC Steering. There is a UC Steering next week. Anthony will send this additional information to the SEAC-C list.
- V. Possible issue – sign in/out procedures for College of Education staff - Anthony
 CPAC notified SEAC they are looking into a complaint from a contract professional regarding the procedure of signing in/out of the property. CPAC will get back with us.

VI. Treasurer's Report – Laura

- No issues with balance carrying forward or the annual amount of \$1620.00 being placed into the SEAC account. The current balance is \$4,142.75.

VII. Pre-planning for OSCHE Conference - Peggy

- See attached report
- Questions
 - Do we need a registration process?
 - How will payment be received?
 - What/how are UA SEAC employees to pay?

VIII. Volunteering projects

- Tree Trimming - Stephanie
 - Deadline for entry is Oct 1. Because of deadline and cost it was voted on and passed to not participate in the decorating this year.
 - Spray will inquire on volunteering
- Operation Evergreen - Anthony
 - Last year's information was gathered from Jeanne.
 - Deadline for items to Galehouse is late Oct early Nov.
 - Anthony will send info out to the SEAC-L and contact Military Services
 - Debbie will get stuffed zippys
 - Possible building drop offs are HR – Student Union – Polskeys
 - Discussion about having a table at the student union to alert awareness.

IX. UC Committees

- Information Technology - Anthony
 - Will have a web page alerting the availability of labs.
 - The CTO search was cancelled.
- Talent Development and Human Resources - Matt
 - Discussions on placing a on campus Clinic for employees
- Physical Environment - Shelly
 - Zook Hall, swing space discussion.
 - Discussions on consolidating library spaces
 - Education then Law will occupy swing space
 - A survey is being sent out to teaching faculty on the condition of their classrooms.
- Budget and Finance – Laura
 - Reviewed the Financial statement
 - Fall 2014 – Credit hours down 1%, head count down 3%
 - Summer 2014 was down 4%
 - Scholarships was over spent by 2M
 - Budget continues to work with unites to firm up their reductions
 - Question –
 - Student applicants are up but enrollment is down.
 - What is the criteria being used to continue the partnership with Royal
 - What is the university ROI

X. October 16th meeting will be at Wayne College. The Roo bus will collect SEAC members at the cul-de-sac by Bierce Library at 11:00 SHARP.

XI. Motion to adjourn at 2:00 p.m.: 1) Stephanie 2) Emily

Respectfully submitted by: Laura Spray (for Bonnie Bromley)

With attachments:

- Agenda
- Attendance sheet
- OSCHE Summer 2015 Conference Update
- Treasurer Report

From: seac-c@lists.uakron.edu on behalf of Serpette,Anthony W <aws@uakron.edu>
To: seac-c@lists.uakron.edu
Cc:
Subject: [seac-c] agenda for today's meeting | 12:30 SU 312

Sent: Thu 9/18/2014 7:39 AM

SEAC,

Here is the agenda for today's meeting:

0. Old business
1. Update on Leave Bank project
2. Possible issue – sign in/out procedures for the College of Education staff
3. Budget Report
4. Pre-planning for OSCHE conference
5. Volunteering projects: Tree trimming and Operation Evergreen
6. UC Committee reports
7. Wayne campus Meeting
8. On Campus Nursing clinic
9. New Business

See you today at 12:30 in the Student Union room 312

Please let Bonnie or myself know if you are unable to attend.

-aws

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Anthony Wade Serpette

Web Developer/ List Manager

Master of Space and Time

[Webteam – The University of Akron](#)

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Sign-in Sheet

Staff Employee Advisory Committee

9/18/2014

- 1. Anthony Scopette
- 2. Laura Spray
- 3. ~~Mark~~ maet -
- 4. SBAKER
- 5. DeGnanan
- 6. Emily M. Falcato
- 7. Kelly Keller
- 8. Gus MacDuff
- 9. Norris Robinson
- 10. Keri Kules
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.

SEAC - OSCHE Summer Conference Update:

Thursday-Sept 18, 2014

Scheduled for Thursday/Friday – May 28 and 29, 2015

- President Scarborough has been written/invited to attend a portion of the conference. Perhaps a “welcome” part of the conference and/or hosting or attending a reception the first evening, or late afternoon of the first meeting day.
- The Honors Common Room has been reserved for both dates. This area will allow for the biggest portion of the meeting. It is also accessible to serve breakfast and/or lunches. We can save costs for the meals by using this room as we are not required to just use University Dining Services.
- We will be reimbursed for \$1,000 of the expenses. I suspect that we can stay within or under that budget.
- The Honors Residence Hall (with private bathroom) is available for overnight guests. The cost is \$27.13 per person per night double occupancy / or \$37.98 per night single occupancy. There could be a possible 5% increase by summer 2015. Overnight stays are paid by the individuals/colleges reserving the room(s). Peggy will check with local hotels for a rates and availability as an alternative to staying in a residence hall.
- Currently seeking coupons, giveaways, binders, folders, pens, etc. (UA Bookstore, departments, campus retailers, etc.)
- The conferences typically include the following:
 - o a gathering at a local restaurant/bar the Thursday evening before – for anyone who arrives early (SEAC members, please keep Wednesday, May 27th evening open to meet and socialize with representatives from the other colleges
 - o breakfast prior to the first meeting (Thursday morning)
 - o a welcome from university administration (president/VPs)
 - o Business Meeting – Elections and board reports
 - o representatives from SERS and OPERS
 - o lunch (Thursday)
 - o an interactive/stress free workshop or seminar (ANY IDEAS?)
 - o campus tour
 - o an evening/late afternoon reception/dinner – social time – attend local event?
 - o breakfast (Friday)
 - o Reports by colleges in attendance
 - o Lunch (Friday)

