

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Thursday, November 20, 2014

MINUTES

Members and Attendance

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

Special Attendees from Wayne College: Vern Virgili and Pam Duncan

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

Agenda Topics

I. Meeting called to order at: 12:35 pm

Motion to approve October 16th minutes: 1) Laura 2) Anthony

II. Old Business

- **Leave Bank** (Anthony Serpette & Matt) Includes update from UC Steering committee— Susan Testerman and Bill Vieu reviewed the proposal. Bowling Green’s proposal in place since 2009 was selected as the closest to our proposed sample program but University of Akron’s Bank would include Sick time, vacation and comp time. Committee to approve banked hours would consist of constituents, Health Service staff and There have been nine requests since 2009 for their program. Staff must keep donating to stay in program by donating every two years—8 hrs. and only the employee qualifies for the extra hours. Employee must have a minimum amount of 40 hours and they are divided into 8 hour increments for donating. Committee discussed they would like it to be for a family in need, not just an employee. Example--an employee with a sick child needing to take additional time to be with that child. A copy of the program is being sent to Dr. Scarborough.
- **Operation Evergreen Wrap-up** (Anthony) –1,400 ornaments were created for this year’s batch of trees. Any of the late ones will be saved and donated next year. **Kudos to everyone for the success of this program!**
- **SEAC POLO**
After discussion of pricing, style and vendors previously provided at November’s meeting, Debbie Gannon made a motion that we have SEAC Polos. Shelly Keller seconded this motion. Motion was passed by unanimous vote.
Anthony then presented a motion that we purchase the SEAC polos from Young’s Embroidery at a cost of \$16.00 (similar to the NRHH sample presented). Shelly seconded the motion. Motion passed unanimously.

Color was tabled until we select a logo. Several have been presented but committee would like to present this creation of a SEAC logo to the UA art students. It was agreed that the selected logo would give the artist a basket and gift card for their work.

III. UC Committees

- Information Technology (Anthony) No report
- Talent Development and Human Resources (Matt) No report
- Communication (Emily) No report
- Physical Environment (Shelly) No report
- Budget and Finance (Laura) No report

IV. New Business

- Election of SEAC Member—Margo informed committee that Stephanie Baker was now on Akron's main campus doing an internship for her graduate work. She has resigned at Wayne so no longer eligible to be a member of SEAC. After much discussion the consensus was that, timewise, next year's election of SEAC committee members is so close, that the space would not be filled now. It was agreed to wait until upcoming elections in February, 2015 for that position.
- **OSCHE Conference** (Peggy) No new information
- **Ronald MacDonald Volunteering** – Peggy (See attachment) It was decided to table this discussion until next meeting.
- **Creative Programming Ideas**
 - a) 2015 Brown Bag Event –Recruitment time and nominations to SEAC by January 24, 2015 at 12:30 pm. Elections to be held around first of March and completed by 3/30/14. Everyone needs to start networking to find new committee members. With all the campus changes and new President this year, it is imperative a full roster is elected this year.
 - b) Ronald MacDonald Cookie Project –Tabled to a future meeting
 - c) Holiday SEAC Member Reception –Scratch this idea was the general consensus.
 - d) Issue Survey to Members –non-discussion
 - e) 2015 Wreath/Tree Decoration-- Motion by Anthony to table until December meeting. Debbie seconded the motion.
- **President Meetings**—Bonnie to keep checking with Kristen. Hopefully some good news at December meeting.
- Zippy Pins – All present committee members received their pins. Please see Bonnie if you missed the meeting.
- Matt Bumgard requested committee's opinion on sending out a survey on the ban of any type of tobacco products on campus to aid a student-led group that is proposing this ban campus-wide. General consensus was that this really is not an issue for this group, however, the possibility of observing its progress could be done.

V. Motion to adjourn at:

1) Peggy

2) Debbie

Respectfully submitted by: Bonnie Bromley
Next meeting scheduled for Thursday, January 15, 2015.

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)

