

**The University of Akron  
Staff Employee Advisory Committee (S.E.A.C.)  
Thursday, November 19, 2015  
A G E N D A**

**Members and Attendance**

Bonnie Bromley ( <b>Secretary</b> )	2014-2017	
Kathryn Evans	2015-2018	
Mohammad Goldan	2015-2018	
Marjorie Hartleben	2014-2017	
Ruth Nine-Duff ( <b>Treasurer</b> )	2014-2017	
Michele Novachek	2015-2018	
Margo Ohlson ( <b>Chair</b> )	2015-2016	
Doris Robinson	2014-2017	
Anthony Serpette ( <b>Vice Chair</b> )	2013-2016	
Laura Spray	2012-2016	
Vern Virgili	2015-2018	
Peggy Walchalk	2013-2016	Absent w/notice

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

Meeting called to order at:

**I. Agenda Topics**

**1. Old Business**

- **Ronald MacDonald House Project**– Saturday, November 7th - Michelle Novachek, Grace Shiao, Peggy Walchalk and Bonnie Bromley. A baseball team from Hudson brought in a huge donation. The crew cleaned up the two kitchens and then put away all the supplies from the donation.
- **Sick Bank Update** – Status?
- **SEAC Committee Election** – What is the next step? Any response from constituents?  
Constituents Memo: Anthony sent recruitment memo out to SEAC members. Any responses yet?  
Grace Shiao is a good possibility for committee member.

**2. New Business**

**OSHE** – Peggy ---Update on 10/24/15 Meeting.

**Recycling:** Ruth--Do you think we could get some containers for the pop tabs to place around campus that SEAC members could volunteer to place in their area and return us?

Juanita Ward says they have small ones available. We could send out a list asking for SEAC volunteers to collect the tabs.

**II. UC Committees – \*\*\*\*All committee members please submit a brief committee report to Bonnie by 5:00 pm the Monday before each meeting. Please advise Margo a week prior to SEAC meetings if there are any items for discussion to be noted on the agenda.**

- **Budget and Finance** – Ruth ---Budget and Finance Ruth – committee meeting was cancelled for this week. I submitted a request to the chair that we look at the 2006 wage schedule that is currently used to determine staff wages. His response was:  
*Every time we suggest something that is not fit with the exact scope of the committee, it will distract us from the main objective – which is to look at 2016 Budget and affect 2017 Budget. We should therefore proactively assign things to other committees if they can be so assigned.*

Perhaps the question can be submitted to UC through our Talent Development and Human Resources representative.

- **SEAC Budget - Treasurer’s Report**

Opening Balance	\$1,620.00
OSHE Dues	250.00
Current Balance	\$1,370.00

- **Communication Committee** - Marjorie
- **Information Technology** – Anthony—**Let’s all give Anthony a big hurrah for the SEAC website. It really is eye-catching and inviting! Hurrah!!!!**
- **Physical Environment** – Laura--The Chair - Dr. Harvey Sterns, talked about the purpose of UC and gave us general information about what the committee had been doing and some general information for the new members.

We don’t have a co-convener yet – Harvey is working with the UC steering on that.

At our next meeting and meetings to follow we’ll be....

- Determining and submitting this committee’s goals to UC
- Review of current and planned projects
- Reviewing results of a survey they did last year

Nov 11, 2015 meeting

Steve Myers and Nathan Mortimer attended the meeting and gave the committee a summary of the University’s Capital Request document that is being sent to the state.

At our next meeting we’ll be working on the committee goals.

- **Institutional Advancement & Steering Committee (IASC)**– Peggy--- No report for the UC – Institutional Advancement Standing Committee.
- **Recreation & Wellness** – Doris
- Talent Development and Human Resources** – Bonnie—Did not attend last meeting.

III. Motion to adjourn at: 1) 2)

Cc: Treasurer’s Report

Respectfully submitted by: Bonnie Bromley

**NOTE: \*\*\*\*Next meeting scheduled for Thursday,  
December 17, 2015. HELD in SU 314**