



**Members in attendance:** Matthew Dowd, Pam Duncan, Chelsey Elsey, Kathryn Evans, Max Fightmaster, Debra Gannon, Marjorie Hartleben, Leslie Kallenborn, Linda Leising, Nancy Lupi, Deirdre McDonald, Richard Newsome, Ruth Nine-Duff, Michele Novachek, Peggy Walchalk, Nathan Yost.

Meeting held in Student Union 314

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**12:30/Call to Order** – Michele Novachek

**Ziptastic Award Winner**

- Peggy Walchalk, Administrative Assistant Sr., Williams Honors College with Nominator – Debbie Gannon

**Special Award**

- Debbie Gannon – For her years of service to The University of Akron and SEAC

**Approval of January 2020 Minutes** –First) Deirdre McDonald; Second) Nancy Lupi

**UA Achievement Awards Announcement** – Michele Novachek

- Extended deadline to receive nominations

**SEAC Committee Reports**

- Max Fightmaster – Campus and Community Outreach
  - Spring event
  - Fall event
  - Student-focus
  - Shared ideas
    - Move In Day (also should add Welcome Day)
    - Donation and volunteer opportunities
      - Campus cupboard
- Max Fightmaster and Richard Newsome – Blog
  - Has not been used since 2013
  - Goals
  - Connect staff and events
  - Newsletter
  - Looking to update
- OSCHE – Peggy Walchalk
  - Spring meeting – April 17<sup>th</sup>
  - Summer meeting at Kent State
  - LCCC – segments and podcasts
    - Collaborating with HR and have meeting two times a month now
    - Large budget
  - Columbus State
    - Enrollment down
  - Kent State starting staff council
  - Ohio State – HR switch
  - Wright State – combining staff councils

**General Discussion** – Communication Plan

- Telecommunications – Marjorie Hartleben
  - Added to agenda for March meeting

**Meeting adjourned, 1:45pm** – First) Michele Novachek; Second) Max Fightmaster