



Members in attendance: Keren Childers, Matthew Dowd, Lone East, Chelsey Elsey, Kathryn Evans, Max Fightmaster, Debra Gannon, Marjorie Hartleben, Linda Leising, Nancy Lupi, Richard Newsome, Ruth Nine-Duff, Michele Novachek, Peggy Walchalk, Nathan Yost.

Meeting held in Student Union 314

12:30/Call to Order – Michele Novachek

First – Ziptastic Award Presentation

- Matt Kirksey, Assist Dir Admissions with Nominator – Jenifer Redford

Approval of November 2019 Minutes –First) Max Fightmaster; Second) Ruth Nine-Duff

Second – Holiday Potluck Celebration Recap – Michele Novachek

- Looking ahead at 2020 potluck – December 17th was approved

Third – Provost Search Update – Michele Novachek

- Kickoff very soon. For updates, visit

Fourth – Staff Request – Vacation Time for New Positions

- Onboarding
- Response forthcoming
- Referred to Keren (HR)

Fifth – Committee Assignments and Descriptions – Michele Novachek, Peggy Walchalk

- Discussion of responsibilities and meetings
- SEAC Blog – SEAC December graduates
- OSCHE – Meeting next week

Meeting adjourned, 1:45pm – First) Max Fightmaster; Second) Kathryn Evans