



Members in attendance:

Dominic Cardarelli, Michael DeBord, Matthew Dowd, Max Fightmaster, Marjorie Hartleben, Emily Lee, LeJeune March, Patricia Miller, Michele Novachek, Martha Reynolds, Peggy Walchalk, and Nathan Yost

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Call to order at 1 p.m.

Ziptastic Award – Steve Brusso, Electronic Technician – Audio Visual Services. Nominated by Matthew Dowd.

Ziptastic Nominees needed –

Peggy Walchalk provided a brief explanation of the nomination process. Any faculty member, administrator, staff member or student can nominate a UA employee (this includes student assistants) to receive a Ziptastic Award. Nominations can be submitted via the SEAC website by completing this [form](#). A winner is randomly selected on the 10th of each month. This allows the winner to be notified and invited to receive the recognition at the regular monthly SEAC meeting. We are in need of nominations so please consider nominating someone for this unique recognition.

Chair Update – Matthew Dowd

- Going forward, our SEAC Chair will be responsible for the top priority while the Vice Chair will be responsible for our 2nd priorities and will act in the absence of our Chair.
- Human Resources will soon be sharing an announcement in reference to exempt staff. The information being that exempt staff currently receiving bi-monthly paychecks will be paid once a month beginning in January 2023. The health benefits portion deductions will be divided by 12.
- Human Resources has also indicated that we can expect a modest increase in our health benefits. This information will be shared with employees prior to the open enrollment period.
- UA job codes and job descriptions will be condensed from 2,000 to 600. This will impact the next phase of Workday.
- We will need to form a committee to work on the bylaw updates. Sarah Kelly and John Riley are available to help with the process. Volunteers for the bylaw committee include Marjorie Hartleben, Emily Lee, and Matthew Dowd. Michele Novachek and Peggy Walchalk will assist as needed. Matthew will reach out to Sarah Kelly next week.
- The lunch mixer inviting Union employees to meet with SEAC members is scheduled for Thursday, October 27th from 11 a.m. – 1 p.m. in the Goodrich Lobby of E.J. Thomas Performing Arts Hall. The President’s Office will cover all expenses. Announcements will be shared through the Digest. All SEAC members are encouraged to attend to make our colleagues feel welcomed.
- Lunch and Learn – The Department of Student Life and the Office of Inclusion and Equity will be hosting a Lunch and Learn with Ace Epps on Tuesday November 8th in celebration of Diversity Week. The sponsored host is inviting SEAC, CPAC, and Faculty Senate to contribute funds to help support the cost of the event. Matthew shared the email from Brittany Ferguson-Mike and asked members to provide their input.

Vice Chair Update – Max Fightmaster

- Staff appreciation projects
 - o Honorary bricks - Max has spoken to Stephen Myers, Capital Planning and Facilities Management, who noted a renovation project in the center of campus will start next year. This could possibly be an opportunity for SEAC to pursue the idea of installing the honorary bricks. The cost of engraving a brick

could be around \$20 each so our group would need to consider the criteria for receiving the recognition and what can be covered in our budget.

- Podcast – The Podcasts would showcase staff and could be conducted on a monthly or quarterly basis. More information to come.
- Holiday luncheon for SEAC – The idea of meeting in person and hosting a potluck was suggested for our December meeting. This would be a great opportunity for us to meet face-to-face again. Matthew noted the Owl might be an option to consider.

University Council Executive Committee and Committee Reports

- Members shared their reports (Richard Newsome had previously provided the October SEACH Committee Reports via email).
 - Matthew informed our newest SEAC members that two seats are still open on our Student Engagement and Success committee. Dominic Cardarelli indicated an interest but would need to know the meeting dates/times. Matthew will locate the information and share with Dominic.
- Matthew noted that flooding has taken place on the 5th floor of the Polsky building which questions the structural integrity of the building. He asked if our UC Physical Environment Committee has discussed the situation. Max replied that he would bring it up at the next UC PE meeting.

SEAC Elections – Matthew Dowd

- The resignation of Marisa Porter, our newest member, leaves one vacancy to fill within our SEAC membership. Michele Novachek will work with Emily Lee on this process. SEAC members are encouraged to nominate and recruit possible candidates. Matthew is hopeful to have the SEAC full membership in place by January.

OSCHE (Ohio Staff Council of Higher Education) Report – Peggy Walchalk

The annual OSCHE conference was hosted on The University of Akron campus October 6-7, 2022. Dorothy Gruich of CPAC and Peggy worked as a team to coordinate the event. All the OSCHE membership schools were in attendance except Bowling Green University. Many of our SEAC and CPAC members were also present, which was wonderful to see. The conference included the annual ‘report out’ in which our members provide updates from their schools as to changes in enrollment, administration, salary, health benefits and parking.

One notable change for most schools was an implemented salary increase and/or bonus even for those that did not show an increase in enrollment. Jeanette Carson of CPAC will be gathering data from the report outs to compile a report to justify a possible increase for UA employees. Matthew asked those at the meeting if they agree to work with CPAC on this matter. Members voted (7) yes to proceed and support this matter. Peggy will be the main contact in the process.

Peggy added that OSCHE meets four times a year 1) Winter meeting (January), 2) Spring meeting (April), 3) Summer meeting (July), and 4) Annual conference (typically October).

Next SEAC meeting – In Person(?) – Matthew Dowd

Our next meeting is Thursday, November 17th. Matthew asked members if we would like to meet in-person or consider a hybrid option. The idea of using the Computer Center was suggested, however, noting that extra time will be required for processing badges and escorting to conference room.

With no further business Max Fightmaster motioned for the meeting to adjourn. Marjorie Hartleben seconded the motion, and all were in favor. The meeting adjourned at 2:19 p.m.

Respectfully submitted by:
Peggy Walchalk
SEAC Co-Secretary (2021-22)