



Members in attendance: April Blood, Michael DeBord, Matthew Dowd, Pam Duncan, Kathee Evans, Max Fightmaster, Marjorie Hartleben, Laurel Lohrey, Nancy Lupi, Michele Novachek, Martha Reynolds, Joseph Shannon, Peggy Walchalk, Katey Yinger, and Nathan Yost

Absent: Linda Leising, LeJeune March, Richard Newsome, Steve Patton, and Deborah Wilhite

Meeting held virtually via Microsoft Teams

12:30/Call to Order – Matthew Dowd

First – January Ziptastic Award – Michele Novachek

- Carol Szabat, Administrative Secretary, English Department – Carol is a two-time alumna who has been with UA since 1991. She has enjoyed more than 30 years at the University helping the students and co-workers achieve success.
- Nominated by Nancy Lupi

Approval of November 21, 2021 Minutes – First) Max Fightmaster; Second) Nancy Lupi

Approval of January 27, 2022 Agenda – First) Peggy Walchalk; Second) Max Fightmaster

OLD BUSINESS – Matthew Dowd

- **Next Forum Topic**
 - Provide a survey for suggested topics (Pam Duncan to prepare a draft)
 - Check into OxBot for anonymous inquiries
- **Invitation for Board of Trustees – March**
 - Matt to send invitation to Paula Neugebauer and Kristin Brummond
- **SEAC Fun Week Update**
 - CPAC on board to co-sponsor
 - SEAC has a budget to support
 - Tentative date May 9-13 (week after finals)
 - SEAC members are to brainstorm and present two ideas each at our February meeting. Some suggestions included, outdoor festivities, picnic, food trucks, music, scavenger hunt, bingo, Nuance and Kanga Blue a cappella, ice cream social, massages and perhaps a newsletter.
- **Report to President for Activities that took place**
 - Our SEAC groups are doing tremendous things. Members are to share a brief paragraph of what they are contributing to SEAC. Matt will then share those updates in summary form to President Miller.
 - Marjorie would also like a copy of this summary as it will be useful for UC

Campus Community Outreach – Max Fightmaster

The fall collection of cleaning supplies went very well. Approximately 70 items were collected and donated to the Campus Cupboard. The folks at the Campus Cupboard were very thankful and pleased with the donation. Future opportunities for Campus Community Outreach will be considered. Max will provide a summary to Matthew.

OSCHE Report – Peggy Walchalk (OSCHE summary shared in Chat)

The Winter OSCHE meeting took place on Friday, January 21, 2022. Dorothy Gruich from CPAC attended with Peggy.

Cleveland State University attended the meeting as guests. It appears they are interested in becoming members of OSCHE. The OSCHE website and list serve are currently being updated, but there have been some technical difficulties and the areas are under construction. The Spring OSCHE meeting is scheduled for Friday, April 22, 2022. Peggy will ask Matthew and Richard to place a hold on their calendars.

Peggy shared some topics that were shared by OSCHE members –

- 1.) Self-Care Days: In addition to vacation and sick time, the staff at Columbus State Community College are offered three self-care days. These are supported through the Higher Education Emergency Relief Fund. Cleveland State University is receiving one self-care day. Peggy will collect additional information.
- 2.) Discussion was held on the Tax Law – withholding municipality (city) taxes based on the location from which an employee is working.
- 3.) OxBot a program used by some members schools. Communication for discussion, comments and suggestions are kept anonymous: <https://suggestionox.com/>

Web Team Report – Richard Newsome and Steve Patton (absent, no report)

Board of Trustee Observers – Kathee Evans and Nathan Yost

The December meeting was short, the summary was shared in the Digest. The next Board meeting is scheduled for February 15, 2022.

University Council Executive Committee – Marjorie Hartleben and Pam Duncan

Marjorie noted that there were two December meetings. One in which the review of bylaws was discussed. The complete report can be found on SEAC's UC January report provided by Nathan Yost.

UC Committee Reports

Standing committee representatives provided brief updates on their UC committees.

NEW BUSINESS

CPAC Letter Request – Matthew Dowd

CPAC is requesting SEAC's support in a letter to administration addressing concerns presented by UA's inclement weather response (cancelling classes with campus remaining open on Tuesday, January 18, 2022). The majority of SEAC members agreed that SEAC should support this idea as it was a safety concern. Michael DeBoard noted that it is not too late to submit any concerns regarding safety to <https://www.uakron.edu/webforms/eohs-concern-form.dot>. Kathee Evans will take the lead on this to gather any additional information, snow day policies, updates, etc. Matthew will reach out to CPAC Chair, Stephanie Kiba to confirm SEAC's support.

Shout Out for Different Groups – Pam Duncan

Discussion on thanking particular departments, specifically PFOC for their hard work keeping campus clear and their extended efforts on January 18th. Potentially an award of sorts similar to Ziptastic with a nomination process, or a SEAC spotlight, or SEAC thank you notes were suggested. For now, Pam will might provide a shout out in an upcoming Digest announcement. The discussion will be tabled for our February meeting.

SEAC At Large members – Kathee Evans

Kathee requested a list of SEAC At Large members so she can invite them to future SEAC meetings.

Meeting adjourned at 2:02 p.m. – First) Joseph Shannon; Second) Kathee Evans

Respectfully submitted by,
Peggy Walchalk
SEAC co-secretary (2022)