



**Members in attendance:**

Matthew Dowd, Max Fightmaster, Emily Lee, Marjorie Hartleben, Michele Novachek, and Steve Patton

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**Ziptastic Award** – Michael Hughes, Manager of Production, Printing Services, nominated by Annie Hanson Hilaire, College of Health and Human Sciences Dean’s Office.

Call to order at 1 p.m. - Matthew Dowd

**Approval of Meeting Minutes – Agenda** due to lack of a quorum no motions or approvals for the agenda nor the January 19, 2023, meeting minutes were made.

**Chair Update** – Matthew Dowd

- The SEAC executive committee will be meeting with President Miller and Paul Levy on March 20th. Matthew had shared with the President and Dr. Levy a comprehensive list of our questions and thoughts. Submitting the list to administration prior to the meeting will allow them an opportunity to gather their responses.

The main items to be discussed at the meeting include the following:

- 1.) Bylaws update.
- 2.) Staff appreciation projects, the brick project, and the service awards.
- 3.) Bonus impacts on retirement.
- 4.) SEAC compensation recommendation and timeline.

A meeting with the full SEAC membership and President Miller will be scheduled later. Matthew suggested having our March monthly SEAC meeting after the exec team meets with the president so we can review and discuss the responses. That would make the meeting Thursday, March 23<sup>rd</sup> vs. March 16<sup>th</sup>.

- Bylaw update – our revised bylaws are set to be approved at the next Board of Trustees meeting. This would be for the one-year trial option we had initially requested. Once approved we can proceed with the additional election of members.

**Vice Chair Update** – Max Fightmaster

Staff Appreciation Project – We need to find the best way to recognize staff. We are seeking ideas to make this a permanent, repeatable, and cost-effective process that’s easy to do.

- o **Engraved Bricks** – example (40) bricks might be about \$1,000 and this is only engraved on location. There are places already on campus that have bricks (i.e., pillar outside the Law School is about \$80,000). The pillar idea is something that is not repeatable and is very costly.

Another option might be a permanent outdoor **plaque**. Max shared photos of plaque examples. Ideas like this might be more repeatable and affordable. Alumni plaques are economical, look nice, and have a lifetime warranty. Placement could either by stake or post mount. The turnaround time for aluminum signs is approximately 4 weeks.

Discussion – Matthew noted two things, all plaques in his building are being taken down and will not be

returned. The College of Business feels this is old style. He personally likes the idea of a plaque on a wall vs. a post mount.

Michele agreed, plaques are starting to go away. She added that our outdoor displays are typically owned or purchased by a donor. Alumni is working to create a listing of all areas on campus that were funded by donors and the specific reasons. Michele noted that the Law School has a television set with scrolling information that is interactive. Her biggest concern there is focusing on 'who' will be recognized so the idea doesn't lose its special meaning.

Max noted that we can start with 2022 as an example, but we cannot go back in time. He understands that we are not doing plaques on the inside, but we could still consider outdoor plaques.

Matthew noted that there are walls and areas on campus that are not yet recognized or owned by specific donors, etc. He added we initially had this idea as a type of 'service award' for numbers of years, and we can go back ten years and find those numbers. Secondly, this service indicates 'lifers' for those that have been here for a long time vs. retirees as they may not have quite as many years of service. Max agreed and suggested we determine the number of services years and vote on it.

Marjorie asked if a donor might be interested in supporting this project? She noted there was talk at one time about a dedicated butterfly garden. Perhaps donating a space or an idea of that sorts might work. Or would the President look at this idea as a PR project to donate a space for staff as good press and to increase morale. Another idea might be a polymer project in place that might help us. Matthew agreed perhaps the idea of 3-D printing on campus. All agreed that we could at least ask.

Max will continue following up with this idea and what is within reason. Michele will check with Will Cole on possible donor support. Other considerations include where on campus this would be visible, and what about Wayne campus recognition? Any ideas and thoughts can be shared with Max.

Matthew suggested when we do determine the best option, we should identify it as 'proudly presented by SEAC.' He also mentioned the idea of doing a walk with Steve Meyers to see available spaces on campus.

- **Video Project** – Max is working with Brian Sobolewski and Christine Boyd in UCM because this is in their wheelhouse. Max is in the initial stages of talking with them, but it seems doable. Max will have updates for our next meeting, or perhaps with the meeting with the president.

#### **Committee Reports** – Collected by Richard Newsome

Matthew noted that UC-TDHR is going to start communicating to campus about the employee reviews as part of Workday in April. From April – January the idea is to just get familiar with it, most of the process won't be in effect until January 2024. Every other month there will be updates. The committee will also be looking for ideas on feedback. A quarterly format will be developed vs. a yearly review.

Max reported that the center of campus is getting torn up now, and this summer Exchange Street area will be worked on as well. This will be the North and South of Exchange, university side first. The opposite side will be redone the following year. After that, the entrance to UA at the McDonalds/Chipotle area will be completely redone.

#### **SEAC Elections** – Emily Lee

- John did respond to Emily's email, but it was a vague message. Emily may reach out to Vicki again since that contact was successful. Emily will try one more time.

**Other**

- Michele Novachek announced that the Social Committee will be scheduling another food truck opportunity perhaps in March or April. Watch for the Digest announcement.
- Matthew announced how amazed he is with the different parts and pieces that SEAC is involved on campus. Especially the UC committees and subcommittees as we have many SEAC members as chairs of those committees.
- Michele noted that the review for the UA Achievement Awards will be taking place soon. If anyone would like to volunteer to help review the nominations, please feel free to contact her. She's in need of at least three people probably beginning the first week of March. Matthew, Emily, and Marjorie agreed to help as needed.

Matthew will reach out to our committee to encourage better attendance at our next meeting. He understands how schedules can become conflicting.

The meeting did not officially adjourn but lasted approximately 51 minutes. The meeting minutes were prepared by Peggy Walchalk via the Teams recording.

Respectfully submitted by:

Peggy Walchalk

SEAC Co-Secretary (2021-22) (2022-23)