

The University of Akron  
 Staff Employee Advisory Committee (S.E.A.C.)  
 Minutes for September 18, 2008 Meeting

**Members and Attendance:**

Name	Position	Attendance
Jean Andrick		Present
Gary Beckman		Absent
Charlene Calabrese		Absent w/Notice
Mary Dingler		Present
Jeri Farwell		Present
Lissia Gerber	Vice Chair	Absent w/Notice
Jim Shuster		Absent w/Notice
Laura Spray		Absent w/Notice
Bob Stachowiak	Chair	Present
Mary Tabatcher	Secretary	Present
Linsie Webb		Present
Pam Woodall Caine		Present

Meetings always scheduled on third Thursday of month at 12:30 PM in PFOC conference room..

Meeting called to order at 12:45 PM.

**Awards & Recognitions: Mary Dingler (chair), Jean Andrick, Jeri Farwell, Jim Shuster & Pam Woodall Caine– Mary Dinger reporting** – Met on 8/6 and had good conversation. Do we want to do something jointly with CPAC or something separate? Jeri said CPAC met yesterday (9/17) and wanted to go in with us. Our new budget is \$2,500 based on holiday celebration and OSCHE travel. Bob feels awards and recognitions should not come out of our social committee budget, but from HR.

**Benefits & Wellness Committee: On Hold** – No report.

**Board of Trustees: Gary Beckman & Jeri Farwell [www.uakron.edu/bot/](http://www.uakron.edu/bot/)** - No report.

**By-Laws: Laura Spray, Jeri Farwell, Linsie Webb & Joy LiCause (ex-officio)** – No report.

**Faculty Senate (<http://www.uakron.edu/president/facultySenate/>): Mary Tabatcher (reporting)** - First meeting of the fall 2008 semester was held on 9/4/08. A special meeting is being held today from 3-5 for new members to orient them regarding the proposed University Council and status to date.

Provost and President both spoke welcoming members back to school and gave a report on fall admission numbers and also potential OBOR state funding cuts. Discussed the

growth in sponsored research and donor support. Thanked everyone for their help in assuring the successful report from the accreditation visit. Discussed the new Confucius Institute which is a Chinese funded institute to foster collaboration between the two countries, including student's participating in study abroad programs. Fall convocation is October 20<sup>th</sup>.

Many committees had not yet met so had no report. Those committee reporting follow:

Curriculum Review Committee - Projects for fall include investigating a new electronic curriculum proposal system, blanket proposals to bring all colleges in line with current BOT rules on distance learning courses, consider modifying those rules to bring UA in line with best practices on distance learning, and blanket proposals to remove courses no longer being taught.

Athletic Committee - Recommended approval of a new code of conduct for athletes which had been worked on since last academic year and also recommended approval of restructuring and renaming Academic Support Services and Academic Advising in the Department of Athletics to Office of Student-Athlete Academic Services. There would also be restructuring of various work groups to better serve students.

Ad hoc Facilities Planning Committee - This year they will work on reviewing campus parking with the Parking Office and construction in Quaker Square, the Ballet Center, Memorial Hall and the **shortage of classrooms** with Capital Planning.

General Education Advisory Committee - Pending proposal to bring all natural science gen ed offerings with a lab component in line with OBOR policy for articulation and transfer. Work on a set of linked curriculum proposals for a new degree in Aerospace Engineering that does not require students to complete the entire gen ed program.

University Council Exploratory Committee - Holding a special meeting today (9/18) to consider any additional changes to the current proposal and hope to take a final vote on October 16<sup>th</sup>.

**HR Liaison Committee (Proposed):** Would interact with HR about SEAC issues, such as HB185. Need somebody working with them on these types of issues like awards, policy, sick leave, etc. Much of this is on General Counsel web site, but much is not. Need at least three people to meet regularly with A.G. Linsie and Pam both interested. We will continue this discussion next meeting. Should have one HR person on committee.

**Operations Advisory Committee: Mary Dingler (reporting)** – no report.

**OSCHE (Ohio Staff Council on Higher Education): Bob Stachowiak (chair) & Lissia Gerber (vice chair) (Linsie Webb & Charlene Calabrese alternates)** - No report.

**Parking Committee: On Hold** - No report.

**Performance Evaluation Committee: Lissia Gerber Jim Shuster & Mary Tabatcher**  
- No report.

**Safety Committee: Bob Stachowiak** – Met on Tuesday, 9/09. Case indicated Police Department policies were not transparent but A.G. reminded him that they don't want to divulge too much. Also complained that Police Department website is difficult to find on new website. Also, cameras for visual surveillance are being upgraded. Mentioned that A.G. is trying to get a workplace violence procedure enacted to be discussed next month due to inactivity. Also discussed ethics policies and discussed S. Exchange violence. Have two new officers on duty and will eventually have seven. Four of the seven will be assigned south of Exchange Street primarily. Frank Horn from Facilities Planning recommended that University Park Alliance look into security survey regarding lighting specifically – three candle power lights better than standard .5 candle power and also lighting up Jackson Field better. New program called “Light the Night” and when escorting students home, they are offering them a new porch light bulb if theirs is out. Spicer Village promoters don't want negative press about that part of town.

**Social Committee: Jean Andrick, Gary Beckman (chair), Charlene Calabrese, Mary Dingler, Pam Woodall Caine** – Gary wants relief from chairmanship because of work duties.

Per John Case, we have been definitely awarded \$2,500 for a budget. Funds for penny machines will require special request.

**University Council: Bob Stachowiak & Joy LiCause (ex-officio)** – Meeting scheduled for tomorrow (9/19/08) to continue work on this project. All our constituents seem to be satisfied with the current document. The current sticking point is faculty senate who thinks they should have more members. Bylaws will be another sticking point.

**SEAC Web Team: Jim Shuster** – No report.

---

**Old Business:** Respond to Susan Robinson in Biology on was there ever a decision made on whether staff can give sick or vacation time to other staff members in need?

**Bob will formulate a response and send it to me to forward to Sue.** However, we all believe from our meeting with A.G., that the university has no interest in this. In emergencies, the university would be willing to help. Employee would need to contact HR for such a request. Bob thinking we should ask for personal days – use them or lose them.

**New Business:** Discussed how to handle inquiries. Decided after discussion to have any inquiries sent to Mary Tabatcher and I will send a receipt email to the inquirer letting them know that their question will be discussed in the next SEAC meeting held on the third Thursday of each month.

Any updates on 10 hour, 4-day work week? Seems to be only during summer and up to individual departments.

**Meeting adjourned at 2:10 PM.**