

The University of Akron  
 Staff Employee Advisory Committee (S.E.A.C.)  
 Minutes of July 18, 2013 Meeting  
 Student Union 314

**Members and Attendance**

Stephanie Baker	2012-2015	Absent with notice
Tracey Brown	2013-2016	Present
Matt Bungard	2012-2015	Absent
Cheryl Collins-Slusarczyk	2013-2016	Present
Emily Fillmore ( <b>Secretary</b> )	2012-2015	Present
Debbie Gannon (Ex-Officio)	2013-2014	Absent
Shelly Keller	2011-2014	Absent
Kenn Lindeman	2011-2014	Present
Sharon Logue	2013-2014	Present
Brenda McHenry	2013-2016	Present
Kristina Nakoneczny	2013-2014	Present
Margo Ohlson ( <b>Chair</b> )	2012-2015	Present
Cynthia Richey	2012-2014	Absent with notice
Jeanne Semilia	2011-2014	Absent with notice
Anthony Serpette ( <b>Vice Chair</b> )	2013-2016	Present
Michael Spayd ( <b>Treasurer</b> )	2012-2015	Present
Laura Spray	2012-2015	Absent with notice
Peggy Walchalk	2013-2016	Present
Cheryl Westfall	2013-2016	Present

Regular meetings scheduled on the third Thursday of each month at 12:30 p.m.

Meeting called to order at 12:35 p.m.

**I. Agenda Topics**

- 1.) Approve June Meeting Minutes with revisions from Michael Spayd – Michael motioned to approve the minutes with revisions made, Kenn Lindeman seconded the motion and all were in favor.
- 2.) Treasurer’s Report – Michael stated that we haven’t gotten new money and they haven’t swept the old. With the OSCHE Summer Conference travel expenses deducted from the budget, our balance is \$1,371.20. Michael said a significant expense was travel for the summer OSCHE Summer Conference. He also stated that he needs to purchase an Achievement Certificate.
- 3.) Constituent Issues: John Kline’s issue was resolved on its own by John Kline himself
- 4.) Old Business: None
- 5.) New Business: Peggy handed out the spreadsheet from the OSCHE Summer Conference Michael was elected Treasurer of OSCHE and Cheryl was elected Vice President. We decided Anthony would send out congratulations to Michel and Cheryl and he would include a blurb

about OSCE. It was the 25<sup>th</sup> Anniversary at the Summer Conference this year and the founder of OSCE was there. They also visited the President's home.

- 6.) Community Outreach:** We discussed the necessity to create a timeline for all of the great ideas the committee had (i.e. Food Bank Tour, Ornaments for Soldiers, Operation Evergreen, PB & J drive for kids, Akron Reads) Anthony mentioned participating in The Polar Bear Jump. He said we may be able to form a Team Zips and raise money for the Akron Food Bank. We decided we would wait to vote on event choices until we had more information.
- 7.) Web Team:** Anthony presented the Web design and survey ideas. We discussed adding a comments box. Cheryl inquired about having a pop-up with our link so people could connect straight to our website. Sharon suggested we put SEAC's mission statement on the top of the form. Michael had the idea of figuring out the tenure of employees completing the survey so that we could limit to tenure groups (i.e. 0-5 years, 5-10 years etc.) Peggy and Michael volunteered to be the SEAC members who would pull the information from the surveys. Kenn made a motion to approve making the changes to the survey and moving forward with it, Michael seconded the motion and all were in favor. We also discussed the Question/Comment Form for each committee and decided to make some changes to it including: adding University Council, OSCE, and By-Laws to the committee drop-down list, and spelling out BOT. We decided users should not be able to select multiple items and there will be a generic thank you that kicks back after the survey is complete. Kenn made a motion to approve making the changes to the Question/Comment Form and moving forward with it. Michael seconded the motion and all were in favor.
- 8.) Faculty/Staff Family Picnic (new name for Employee Appreciation Day):** The committee is trying to get ticket prices down to \$10.00 a ticket. They are asking for funding from CPAC and SEAC. There is word CPAC is going to the President and Candace Campbell-Jackson to ask for funding. \$600.00 was estimated as a donation from SEAC. Hesitation was expressed about SEAC's budget being used on an event that didn't solely benefit SEAC. The following suggestions were made: 1) If we give money, could it be earmarked toward something specific 2) If a staff member buys a ticket, could we set it up so SEAC could pay \$1 or \$2 of the staff member's ticket 3) Could we coordinate a 50/50 raffle and the money we make from it go to next year's donation? Michael made a motion to approve tabling the vote until our next meeting as seeing what CPAC has to say. Kenn seconded the motion and all were in favor.
- 9.)** Kenn gave an FYI that the Listserve dropped since January from 818 to 778.
- 10.) Recreation and Wellness (old Athletics and Recreation committee):** Formed a sub-committee to focus on students and campus resources – its focus would be to reach out to all areas; students would then incorporate faculty & staff. Sharon is now the secretary for that committee.
- 11.) Welcome Committee:** Welcomes will now come from both Sharon and Kris and they will send SEAC information along with the new employee emails. They reported that there were three new employees in July.
- 12.)** Anthony informed us that he would send all SEAC members a link to Sharepoint.

With no further business the meeting adjourned at 2:00pm. Kenn made a motion to adjourn and Cheryl seconded it.

Next scheduled meeting: Thursday, August 15<sup>th</sup>, 2013 (Student Union Room 314)

Respectfully submitted by: Emily Fillmore