

The University of Akron  
 Staff Employee Advisory Committee (S.E.A.C.)  
 Minutes for March 19, 2009

**Members and Attendance:**

Name	Position	Attendance
Jean Andrick		Present
Gary Beckman		Present
Mary Dingler		Absent w/notice
Jeri Farwell		Absent w/notice
Lissia Gerber	*Vice Chair	Present
Jim Shuster		Present
Laura Spray	*Treasurer	Absent w/notice
Bob Stachowiak	*Chair	Present
Mary Tabatcher	*Secretary	Present
Lindsie Webb		Present
Pam Woodall Caine		Absent w/notice
Joy LiCause	Ex-officio	Present
Mike Kimble		Guest

\*Executive Committee

Meetings always scheduled on third Thursday of month at 12:30 PM.

Meeting called to order at 12:39 PM.

Review and approve minutes for February 19<sup>th</sup>.

**Awards & Recognitions Sub-Committee Meeting of October 24, 2008 (Joint meeting with 2 members of CPAC) - Mary Dingler, Chair (reporting), Jean Andrick, Jeri Farwell, Jim Shuster & Pam Woodall Caine: No report**

**Benefits & Wellness Committee - Laura Spray & Jeri Farwell: No report**

**Board of Trustees - Gary Beckman & Jeri Farwell reporting ([www.uakron.edu/bot/](http://www.uakron.edu/bot/)): Next meeting 3/25/09.**

**By-Laws - Laura Spray (reporting), Jeri Farwell, Lindsie Webb & Joy LiCause (ex-officio):** We could have separate meeting to discuss by-laws or could take pieces and review the sections. Would like to have bylaws completed by August, including legal review.

**Faculty Senate - Lissia Gerber & Mary Tabatcher (reporting)**  
 (<http://www.uakron.edu/president/facultySenate/>): Faculty Senate met on Thursday, March 5<sup>th</sup>. The following was discussed:

The Faculty Senate chair remarked that faculty and administration are discussing the request to standardize class scheduling patterns with the comment that some scheduling patterns have been used for many years and as such, class scheduling patterns should be decided between faculty and chairs. The COD document referencing the requested changes gives an opportunity to discuss changes and requests the Policy Committee to take up the issue.

Chair Stearns is currently the chair of the curriculum proposal system committee until someone else volunteers. The curriculum proposal committee is looking at software from a company called Front Line Logic who must meet with university rules committee to review the curriculum proposal process and software.

Faculty Senate has concerns with spring elections due to the recent splitting of the College of Fine & Applied Arts into two colleges. The question of how many faculty senate representatives will be assigned to the two new colleges needs to be reviewed and decided.

Regarding the proposed policy change for office of accessibility, Dr. Fey and the Executive Council will have discussions regarding graduate faculty appointment process. Faculty Senate wants a provision for temporary faculty approval when unusual circumstances exist. The Executive Committee will recommend to create an ad hoc committee to discuss changes in the office of accessibility policies.

Provost Stroble was invited to present a PowerPoint presentation on the USO metrics (University Systems of Ohio).

Executive Committee met four times since February 19<sup>th</sup> with the president and provost. On 2/19, the president shared the state budget. Additionally, concerns were expressed regarding the COD policy on class scheduling. The provost and AAUP have tried to meet a number of times but each time the meeting was cancelled for various reasons. Further attempts will be made to discuss the issue. The senate made two appointments to the budget committee. The Student Code of Conduct was completed and will be voted on in this meeting. A letter was received from part-time faculty regarding issues related to moral and academic effectiveness. Executive Committee will consider creating a permanent committee to consider part-time faculty issues.

President Proenza congratulated Dr. Beth Stroble on her appointment as President of Webster University in St. Louis. Dr. Proenza recently spent two days in Washington recently with the BioInnovation partners to talk to our congressional representatives about federal money. The current mood in D.C. is interesting to say the least. Summit County Executive Russ Pry was very helpful and a true cross-section of the community came together to represent the entire community.

In November 2008, a strategic planning steering committee was formed and the Stillwater Group was hired as consultants.

Governor Strickland has made positive recommendations regarding educational funding, with a 6% incremental increase for SSI (state share of investment). New money requires that we continue a freeze on tuition. The Intra-University Council presidents were told that

an additional 6% is included in the stimulus package, but legislatures need to agree. The budget provides sufficient funds so that 10 years from 2007, Ohio would be spending twice the national average on higher education.

Endowment portfolios have lost 50% of value. Many of the larger institutions (such as Harvard and Stanford), use endowments funds for operating expenses. Private colleges are impacted also due to the high cost of their education compared to public universities. That is a good thing for public institutions who should receive an influx of students who are looking for a more affordable education. Many universities in Ohio and other states have had layoffs to compensate for the current economic climate. Here at UA, we will be challenged and will need to reduce our budget between \$5-10 million dollars. The Operations Advisory Committee has done a good job of managing our budget and we are optimistic that existing personnel will not be impacted. Overall, we are better than most colleges due to our enrollment growth.

The University Council Executive Committee is close to send the bylaws to various groups for review.

Faculty Senate meetings are always held on the first Thursday of the month. Next meeting is April 2<sup>nd</sup>.

**OSCHE (Ohio Staff Council on Higher Education) - Bob Stachowiak (Chair) & Lissia Gerber (Vice Chair) and (Lindsie Webb alternate):** No report. Next meeting in April.

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

**Safety Committee - Bob Stachowiak (reporting): Cancelled March meeting.** Next meeting is April 14<sup>th</sup>.

**Social Committee - Jean Andrick (Co-Chair) reporting, Gary Beckman (Co-Chair) reporting, Mary Dingler, Pam Woodall Caine:** See Jean's email.

The Social Committee met on Thursday, February 26<sup>th</sup>. The committee is pleased to report the following accomplishments:

1. Tentative Date: Thursday, August 6, 2009
  - a. Talked to the President's Office and Chris Zacharias x7871 said he does not like to commit that far in advance, but she will put it on his calendar and stay in touch with us.
2. Title suggestion – "Employee Appreciation 2009" (maybe first annual?)
3. Time period – 11 a.m. – 4 p.m.?
4. Thought our theme could be based on the Olympics: Three winners will be presented (hopefully, by the President) consecutively with a Gold, Silver and Bronze Medals.
  - a. "Closing Ceremony" will take place around 3 p.m.?
5. Send special invitations to President and VP's (Buchtel Hall note cards from Jean) personally inviting them and asking them to encourage their division.

6. Inquired about reserving the Corbin Commons (Buchtel Hall's back yard) for our event. We were directed to John Case's Office and Laura Miller-Francis x7120 sent us the request form and guidelines (will forward to you in another email).
  - a. Once we put in the request, it will go to the committee for approval, which consists of Environmental Safety, Police, PFOC, Legal counsel, Institutional Marketing.
7. Maybe a total of 20 different events (open for suggestions), each chaired by one person. For instance, I would like to coordinate a Euchre tournament that maybe could begin the 'week of' and finals on the 'day of.'
  - a. 10 events by SEAC
  - b. 10 events by CPAC
8. Events – participants will get a ticket that will go into a drawing.
9. Food – maybe pizza, grill hotdogs & hamburgers, corn on the cob?
  - a. Bake off, chili cook off, etc. could be additional food and winners will be voted on by VP's?
10. Tents for food (hopefully donated), tables and chairs?
11. VP's each donate something toward the event.
12. Safety issues may be a concern with competitive events?

Jean is waiting to hear back from Greg Dieringer (I copied him on this email) on who his team from CPAC will be and when we can get together.

Gary submitted other possible events to be considered:

The Events may include the following but not limited to, Baking Contest(will be judged and prizes awarded), Blackjack, High-Low, Euchre Tourney, American Idol Contest, Pool Tournament, Golf Nearest to Hole, Softball, Volleyball, Basketball, Rock Climb, Swimming Race, Track Events, Racketball, Bowling, Tennis, Puzzle Completion Tourney, Tug a War, Bean Bag Throw, Darts, Putting Green Contest!

Jeanette Carson will be helping among others who are volunteering.

Joint meeting with SEAC & CPAC to discuss. Finding people who will enhance event. What to do with faculty re: committee membership? VP points? Faculty points? Summer would be fewer faculty on campus. Talk with Faculty Senate or go to AAUP?

What should we call this? Employee Appreciation Day 2009 – fun, food and games? "Appreciation" can be construed as "free" things. More like a midway. Employee fun day? CPAC was invited to meet with president Friday. Maybe t-shirts with name for those who want to participate in an event. Will need a lot of volunteers. Can we use student assistants? Hot dogs, pig roast? Grills? Tents from Zia that can be used. CPAC told there are different selling points – not only chance to say thanks and show appreciation, but also team-building and employee development. How to handle students? Don't advertise to them, but welcome them if they want to participate. No t-shirts for students, only hotdogs. Signage indicating employee appreciation day. No current estimated cost. Medina and Wayne? Shuttle? Want to be sure President is there. SEAC & CPAC, faculty. Should we have rsvp to determine food? Sign-ups will determine which events to have. Hot dogs, chips and soda? Charity donations? Bring food to donate? Have a 50/50 raffle again and donate to charity. Wayne has people contribute x

dollars and puts toward scholarship? Theme to decorate offices – maybe something like “How can I help?” Maybe food drive or school supply drive? Need to structure in accountability. Will need command center.

Mike Kimble has requested that we fill out his needs survey and return it to him asap. Per Mike, Alex Teodosio will be putting together some supervisory/management training.

**Agenda for meeting with President:**

Proposal and mission “Employee Appreciation & Development Thru Team Building and Social Networking.” Drop-in event on Wednesday 8/5 or Thursday 8/6. Friday may be a bad day for attendance.

Meeting with AG Monaco

Meeting with John Case on funding

VP buy-in

Can we use Corbin Commons?

Can student assistants help?

Liaison from Presidents Office

Shuttles from Wayne and advertised to Medina?

Kick-off meeting from President

50/50 raffle to donate part to charity

Proposed Agenda:

9:00 opening ceremony with thank you

Food from 11:00-3:30

Competitions 10:30-3:00

Closing Ceremony 3:30-4:00

**Treasurer’s Report - Laura:** No report.

**University Council - Bob Stachowiak & Joy LiCause (ex-officio) reporting:** Joy submitted the final by-laws for review. Need yes or no decision – no revisions. We will vote online since we do not have a quorum today.

**Web Team - Jim Shuster:** Jim was asked by Bob to update the website. All should check it and let Jim know of any problems.

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**New Business:** Bob shared a letter from Haven of Rest regarding \$100 donated from 50/50 raffle at 2008 holiday party.

Check to see if President’s presentation in early March is on his website. If so, then SEAC should put a link to it.

AG Monaco said in the FAST meeting that they are looking at having 9 and 10 month employees. He also said he would take a look at a sick bank and converting sick time to vacation time; however, that could be problem because there are no dollars set aside for it.

Executive committee to meet at 10:30 at student union Starbucks to discuss meeting with president.

**Old Business:** Notebooks from SEAC are being turned over from Joy to Laura. Hopefully UC will have a room where documents can be archived.

**Meeting adjourned at 2:20 PM.**

**Next meeting is at Wayne on April 16th at 12:30 PM in the Farm House. We need to discuss the appreciation day prior to the open meeting.**