

**The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes February 15, 2007**

Members:

<u>Name</u>	<u>Attendance</u>
Gary Beckman	Present
Charlene Calabrese	Present
Mary Dingler	Absent with notice
Tedd Guedel	Present
Pam Hoover	Absent with out notice
Deborah Jones	Present
Joy LiCause	Present
Jim Shuster	Present
Peggy Speck	Present
Laura Spray	Present
Bob Stachowiak	Present
Darin Siley	Present

Called to order at: 12:39 pm – at the PFOC police conference room

Minutes of the January 25, 2007 minutes are approved.

Committee Reports:

Board of Trustees:

<http://www.uakron.edu/bot/>

Gary Beckman and Darin Siley – report:

Have not met

Voices and Choices:

Darin Siley reports:

No report

Well-Being Committee:

Peggy Speck reports:

No report

Faculty Senate:

<http://www.uakron.edu/president/facultySenate/index.php>

Jim Shuster and Bob Stachowiak reports:

Dr. Case talked about the parking survey. You can see the results from this via the link <http://www.uakron.edu/facilities/parking/>.

It was indicated that the spring student retention was higher.

By-Laws:

Committee members: Joy LiCause – Tedd Guedel – Laura Spray

Nothing

University Council:

Joy LiCause and Bob Stachowiak reports:

Bob is doing a Two Way Survey for staff – indicating the history and purpose of the University Council – this will include the structure document for staff to comment on – the other groups on campus (VP, CPAC, Faculty) will also be giving there options via their representing bodies.

Feedback is needed for UC meeting on 2/27

Bob will send the link out to the staff via the list serve. Note this is going out to all non-bargaining staff and Gary sending paper.

Bob would like to see a shorter mission statement and some objectives.

Operations Advisors:

Deb Jones Reports:

No report

Report from S.E.A.C. Chair:

Old Business:

Performance Reviews – are out and are due back to Human Resources
5/31/2007

Comments from the group – managers need trained every year

This document gives some background information and answers some questions in regards to the Performance Reviews

<http://www.uakron.edu/hr/hrtraining/docs/EmplInfoGuide-PerfReviews.pdf>

Spray have HR send list of new employees to Gary – for welcome note

New Business:

SEAC will send - Darin Siley's name for the **Parking Committee** group.

Discussion from SEAC:

- buses need to go to Polskys
- dorm students parking in North lot
- Folk Hall seems to be having problems with workers from the new student dorm on exchange are parking there
- the Wonder Bread employees are using university parking
- Very few people are riding the buses, suggestion of maybe smaller buses?
- Handicap parking is a problem in the Simmons lot
- there are a lot of spots at times reserved for special events
- parking needs to monitor the handicap spots more closely
- Also look at the way the University is charging for summer parking when kids are only taking one class one of the summer sessions.

Special events –

The following is what the special events sub committee has written:

“The SEAC is requesting that the university sponsor events to support staff socialization, communication, morale, and team building. Of the more than 2,342 employees on campus, 45 percent are staff members. These staff members are represented in all units and colleges across 218 acres of campus. They provide essential services in support of excellence in student success, scholarly activities, administration and operational activities, extracurricular events, and community engagement. The SEAC wants to create an environment where they can be even more successful. One way to accomplish this is by learning more about one another and forming stronger relationships and ties. However, staff members rarely have the opportunity to socialize with others outside their

immediate unit. Gatherings and events for staff would promote socialization, foster sharing of ideas and resources, increase knowledge of facilities and services, and build team. Example events might include a picnic (summer event- Lee Jackson field, Field House), staff Christmas party (solicit door prizes), bowling in the student union, Corporate Challenge within the University, and/or a family day at the SRWC.

The SEAC would be happy to work with others to develop and plan an agenda of events. Thank you for your consideration of our request.

Comments from the SEAC committee: watch when you have it - during an 8-5 work day is not going to happen. Maybe over a lunch hour – something after 5 or on a weekend – spring break might be good with less going on.

An employee – got notified that she was going to lose vacation
Spray - Send the university rules to the SEAC group – investigate what is happening now

Next Presidents meeting –

Revisit – issues that we've given to him.

Bob will design a standard format to track issues, to make it easier for the president and for SEAC to keep the staff up to date.

2006-07 meeting dates:

February 15, 2007 back to 12:30 – PFOC police conference room

March 15, 2007 12:30 – PFOC

April 19, 2007

May 17, 2007

June 21, 2007