

**The University of Akron  
Staff Employee Advisory Committee (S.E.A.C.)  
Minutes September 21, 2007**

Members:

<u>Name</u>	<u>Attendance</u>
Gary Beckman	Present
Charlene Calabrese	Present
Mary Dingler	Present
Jeri Farwell	Present
Lissia Gerber	Present
Tedd Guedel	Present
Michael Kimble	Present
Joy LiCause – (ex-officio)	Present
Jim Shuster	Present
Peggy Speck	Present
Laura Spray	Absent with notice
Bob Stachowiak	Present
Mary Tabatcher	Present

Called to order at Buchtel Hall in the McColleston conference room at 11:32 am

## **Committee Reports:**

### **Board of Trustees:**

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

Representatives are: Peggy Speck - Gary Beckman

Board of Trustees minutes are at the end of this report as Attachment 1.

### **Faculty Senate:**

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

Representatives are: Lissia Anderson and Mary Tabatcher

### **By-Laws:**

Committee members: Joy LiCause – Tedd Guedel – Laura Spray

### **University Council:**

Representatives are: Joy LiCause and Bob Stachowiak

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

Bob welcomed two new committee members to SEAC – Michael Kimble & Jeri Farwell.

**Annual SEAC Meeting with President Proenza**

President Proenza's opening remarks stated how excited he was about the university's upward trajectory and its bright future. The campus is transforming with the new acquisitions, such as Quaker Square, the new proposed stadium and residence hall. The University Park Alliance is doing well. Spicer Village will create 100 new town homes.

Bob asked President Proenza about changing the service awards from ten to five year increments. The President replied that he would look into it.

**Questions or Comments**

President Proenza asked us for any questions or comments.

**Jim Shuster** asked if it would be possible to just have faculty/staff use the JAR and ONAT facilities for working out. Bob will write up a request and take to the president.

**Mary Tabatcher** asked about a shortage of classrooms on campus.

President replied that there is really not a classroom shortage. In his tenure there has actually been a net gain in classroom space. More space is planned and coming soon. The new stadium will also offer more classroom space. The problem is not a problem of classroom space, but of classroom scheduling. Peak classroom usage time is between 10 AM – 2 PM. The university needs to find a way to better utilize our resources.

**Gary Beckman** brought up performance appraisals and the committee that was created three years ago to look into the matter.

President Proenza complimented Gary for being attuned to this issue. The president's attitude toward the procedures is that it is a human process and can always be improved upon. He mentioned that Sue McKibben was working on some training modules and he expressed that there will probably be more supervisor/employee relation training. He expressed that we need to try to remove the negative biases out of the procedure. All of us can improve. As always, any blatantly egregious behavior should immediately be brought to his attention.

**Jim Shuster** then had a follow up to Gary's question about the performance reviews.

President Proenza encouraged us to get employee feedback.

Bob said that we will revisit the evaluation committee. After we have done this we will then get back to the president on this topic.

**President Proenza** commented on the University Council. It will be a council with a broader scope and representation. This fits in with the idea of shared leadership.

**President's Charge of the SEAC Committee for this Year**

Bob asked the president what he thought our goals and priorities should be.

The president replied that we should continue to work on creating the University Council. He is always interested in our views on how to maintain and continue the university's positive momentum. We should provide him with any ideas that we have to sustain this momentum or even enhance it. We should always give him ideas on what areas the university is lacking in so that we can correct this.

**2007-08 meeting dates:**

Then every third Thursday - at 12:30 in the PFOC conference room - unless otherwise stated below.

November 15, 2007  
December 20, 2007  
January 17, 2008  
February 21, 2008  
March 20, 2008  
April 17, 2008  
May 15, 2008  
June 19, 2008

Meeting adjourned at 12:28

Attachment 1

**Board of Trustees  
September 5, 2007**

**Expect enrollment increase to 5% for fall 2007.**

**Our grants have doubled since 1999 to approximately \$30 million.**

**Our fundraising has increased 30%.**

**Congratulations to Board member Jack Morrison for being named “Super Lawyer” of the year!**

**9/12/07 Student Appreciation Day. 18 stations will be set up across campus and will distribute T-shirts, food, miscellaneous items to all students with a valid UofA ID.**

**Mr. Jim Sage gave a power point presentation discussing technology on the campus now & in the future. Some improvements are upgraded firewalls using new security software, new anti virus software installed, laptop encryption put into place (information on hard drive cannot be read by another laptop). A new text messaging and e-mail service to students, faculty & staff to get important information to the students quickly.**

**Two new departments under the VP for Student Affairs – Student Service Center and Enrollment Management.**

**Ted Curtis reported that the footbridge from parking deck to the Polsky Building must be repaired due to deterioration and faulty construction. Estimated cost of project is \$149,000.**

**Pay raises for non-bargaining employees were approved.**

**Next board meeting Wednesday, 10/17/07, Wayne College branch.**