

The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
February, 18, 2016
MINUTES

Ryan Brickman		Present
Bonnie Bromley (Secretary)	2014-2017	Present
Nicole Cook		Present
Ruth Nine-Duff (Treasurer)		Present
Kathryn Evans	2015-2018	Absent s/notice
Debra Gannon	2015-2018	Present
Marjorie Hartleben	2014-2017	Present
Danica Houle		Present
Leslie Kallenborn		Present
Linda Malachin		Present
Ann Martin	2015-2018	Present
Michele Novachek	2015-2016	Absent w/notice
Ed Peel	2014-2017	Present
Tony Ross		Present
Katy Selzer		Present
Anthony Serpette (Interim Chair)	2016-2019	Present
Laura Spray	2012-2016	Present
Vern Virgili	2015-2018	Present
Peggy Walchalk	2013-2016	Absent w/notice
Avril Wiebe		Absent
Nathaniel Su	Alternate Member	

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

Congratulations were given to our Treasurer, Ruth Nine-Duff, for her new position as Vice Chair of the University Council Steering Committee.

Meeting called to order at: 12:35 pm

Approval of January 14, 2016 Minutes:

Motion: Vern-motion of acceptance 2nd: Laura
 Motion carried unanimously.

Budget: Treasurer –Ruth Nine-Duff

SEAC Budget Report 2/18/16

No monies have been received from CPAC for their share of the OSHE dues

Current budget as of 2/18/16

SEAC TREASURER REPORT FY16

Encumbered							
Accou	Date	Budget Items Fund #200146	Funds	Expens	Incon	Balanc	Notes
		June 2015 rollover				-	All rollovers were retained by UA
	7/1/2015	2016 Budget deposit				1,620.00	reported 7/16/15
5787	10/13/2015	Ohio Staff Council of Higher Education dues		250.00			Annual Dues
5787	12/17/2015	Ohio Staff Council of Higher Education dues		50.00			Increase in dues
7068	1/13/2016	Travel Expenses Walchalk		68.91			OSHE meeting travel
		Rubber Ducks Game Tickets	525.00				75 tickets at \$7 - this will be returned
		Rubber Duck Meal Tickets	375.00				75 meal tickets at \$5 will not be returned
		Travel expenses	75.00				
		Travel expenses	75.00				
		Travel expenses	75.00				
Totals			1,125.00	368.91	-	126.09	
						525.00	game tickets sold to staff
						\$ 651.09	

I. Agenda Topics

1. Old Business

- WELCOME TO NEW MEMBERS AGAIN! The present count for staff in constituency is: 363
- Sick Leave Bank update – Anthony—the proposal is still sitting on the desk of the Attorney General in Columbus. Anthony reached out to Dr. Erickson on the UC Talent Development Committee. This discussion was brought up to the committee and a consensus of the committee agreed that a follow-up to get a firm answer on status should be obtained from Nathan.
- Ronald MacDonald House Project – Peggy-- Volunteers needed for the March 5th date. Anthony and Laura stepped up to help. For the April 9th date the following have volunteered to come or provide desserts for the house: Laura, Bonnie, Kathee, Debbie, Kathryn.
- Akron Rubber Ducks Event – Peggy – Thanks to Peggy’s early contact with the Rubber ducks for our yearly SEAC sponsored Game nite, SEAC qualified for a free suite for one nite. Discussion followed with ideas on how to utilize this opportunity to benefit SEAC’s membership. Some of the ideas were to: invite SEAC committee and spouses but suite only holds 20 individuals; another was to hold a suite raffle to members and winner invites their family and friends; the last was to contact constituents that would be interested in the suite nite and select the first 10 that replied or throw everyone that is interested in a hat and draw 10 names. A motion by Anthony was placed on the floor for discussion 2nd: Virgil Motion carried unanimously. Motion: A memo is to be distributed to all SEAC members providing the information on the Rubber Ducks’ suite nite and the first ten (1) staff who reply will win this nite for themselves and one (1) guest.

The game nite with suite is: Monday, May 9, 2016

SEAC Rubber Ducks Event: Saturday, June 25, 2016

All in attendance seemed very satisfied that this was a very positive program for staff.

- Polar Bear Jump – Held at Portage Lakes State Park at 2:00 pm.

II. UC Committees – ****All committee members please submit a brief committee report to Bonnie by 5:00 pm the Monday before each meeting. Please advise Anthony a week prior to SEAC meetings if there are any items for discussion to be noted on the agenda.

- **Budget and Finance** – Ruth – Lacking representatives. Hard to get anything accomplished when there is not a quorum. House Bill 305 and bad press has brought down Fall 2016 enrollment. Chair asked all constituencies to fill empty seats on the Committees (SEAC is filled).
- Meeting time was changed to 1:30 to be more convenient for current members to convene
- Flexible revenues were discussed and information was given on past performance. Enrollment confirmations are down so it will be difficult to produce a balanced budget based on the current trend
- House Bill 305 has not yet been approved, the Bill would allow The University of Akron to enroll non-teaching employees in PERS rather than SERS
- **Communication Committee** – Marjorie—unable to attend very ill.
- **Information Technology** – Anthony—ERP committee is questioning “Do are big software packages meet the needs of the campus or do we need other kinds. (30 member Committee comprised of experts using the systems). This committee will also be part of University Council.

There has been talk of purchasing a package for academic and non-academic tracking system. It is a quality trak on-line survey tool.

Physical Environment – Laura—people resigning and no one showing up. The university plan was presented to the state and is sitting there.

- **Institutional Advancement & Steering Committee (IASC)**– Peggy—still no communication
- **Recreation & Wellness** – Kathee - No report. The Committee met on February 8, but I was unable to attend due to a conflicting meeting.
- **UC Committee – At Large** – University Council - Draft UA ERP Committee Charter
- **University Council** – Ruth -University Council -The Physical Environment Committee recommends to University Council that they approve the revised, submitted to the Ohio Board of Regents, University’s Capital Request as presented to the University Council on December 8, 2015. With the recommendation that the university consult with historic experts on the 2018-2020 buildings considered for demolition.
- Harvey Sterns assumed the role of Chair of the Steering Committee to replace the current vacancy. Isaac Lampner was nominated and elected to be secretary of the Steering Committee to replace the current vacancy. Ruth Nine-Duff was nominated and elected to serve as the Vice Chair of the Steering Committee
- Reviewed the AGB recommendation of the UC Bylaws – copies to be distributed to Council to share with respective constituencies
- Chair will ask Nathan Mortimer to follow up with the progress of the Sick Leave Bank Policy at the Ohio Attorney General’s office
- Topic submission of available training for employees will be referred to the Talent Development & Human Resources Standing Committee
- Topic submission of heating issues in Folk Hall were immediately addressed rather than wait for Steering Committee discussion
- Topic of staffing issues for the Budget and Finance Committee was addressed
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- **Talent Development and Human Resources** – Bonnie—
 - ✓ Official acknowledgement for Dr. Theresa Beyerle
 - ✓ Performance Review change to UC—Proposing elimination of the position relationship to Vision 20/20 question.
General Discussion of committee ideas for change on Performance Review form. Some of the ideas presented were: Staff evaluation supervisors, completely different form anonymously, consistent definition on the positions, aligning goals and objectives with job descriptions— they are incorrect, etc.
 - ✓ Information gathering for Professional Development & Layoff Procedures.

General discussion notes:

What is the university doing to put the university in a brighter light.

Unfortunately there is a heavy rumor being echoed across campus of the possibility of another layoff.

III. **New Business**

- **Board Meeting Report**—tabled until a later date
- **President's Staff Meeting**—Anthony not sure if this is a regular meeting and will be checking this out.
- **Employee Recognition project**—tabled until March Meeting
- **Future Goals**—tabled for future meetings

Motion to adjourn at: 2:00 pm 1) BJ motion to adjourn 2) Tony
Carried unanimously

Respectfully submitted by: Bonnie Bromley

NOTE: **Next meeting scheduled for Thursday,
March 17, 2016. Location: SU 316**