

SEAC 11/16/11

Cheryl, Kristina, Julie, Shelly, Ken, Jim, Laura and Nancy were in attendance.

October Minutes were approved online.

Discussion of appointing Jim as an ex-officio in order to fulfill his UC appointment. Discussion about whether the President needs to be involved in this appointment – this would be a 6 month term. Will ask Bob for his opinion on this.

Treasurer: \$3,645.75 – did receive a carryover – not quite as much as was there. The UC event costs were \$700 and will be covered by the Provost's office.

United Way: Feedback – everything went very smoothly – best news – University was over goal.

Award/Recognition: Jim will replace Mary Dingler; discussion as to whether there is a real need for this committee. December 2011 meeting – SEAC will discuss and vote with regards to keeping or dropping this committee. Suggestion was made to post awards/recognitions that employees receive on the SEAC website – especially those that reach 30 year mark.

Other Committees were then discussed: Campus/Community Outreach – remain; HR Liaison – remain; Performance Evaluation – that would roll into the HR Committee under UC; Social – remain; BOT, FS, Web – remain; Safety – under UC Physical Environment Committee now. Decision that more discussion at the December 2012 meeting when quorum would be available.

Bylaws were reviewed: Some changes were made – discussion of part-time employees – as they are not in the rule. Also typos discussed. Bylaws will be presented for vote at the December 2012 meeting with changes noted.

OSCHE: Kristina and Cheryl shared the information that they received at the last meeting. Especially the Miami University approach to incentives/performance reviews/salary increases. Discussion about hosting one of the quarterly meetings for OSCE. Need to decide at January meeting – need to find out costs, etc.

Holiday Party: Discussion of whether to hold one or not. Pros and cons were discussed. Cheryl will put out an email to SEAC for vote. Possible dates: either December 13<sup>th</sup>/14<sup>th</sup>.

Webteam is working on web page – also checking on the list serve.

BOT meeting minutes were reviewed. Faculty Senate – no report.

Nancy checked with Law School. They are not able to provide a forum to assist current UA staff members with set up for simple wills. Said that perhaps the Akron Bar Association as a community outreach could set something up but that it most likely not be at a discounted cost.

Meeting adjourned at: 2:05PM.