The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes – November 16, 2006

Members:

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

Called to order at 12:40

Bob passed out the agenda.

Minutes of the October 19, 2006 meeting approved.

Committee Reports:

Presidents meeting:

       Talked about University Park Alliance

       Vacation inequality issue –

              Candace Campbell Jackson will take the vacation inequality issues to
              Jessica White – for more research – Bob is trying to contact them to
              See where things stand, no luck yet

Board of Trustees:

Gary Beckman and Darin Siley – report:

- Meeting was at Wayne
- Dr. Case was recognized – for easy of understanding of the finance reporting
- VP Sage – is organizing an event that will encourage some employee participation – a game simulating the exchange of stock – a Team builder
- For complete minutes see their web site – http://www.uakron.edu/bot/

Voices and Choices:
Darin Siley reports:
- no report

Well-Being Committee:
Peggy Speck reports:
- Meet 10-31-2006
- Now that the AAUP is here,
  - This group represents – staff - cp –retirees
- Dr. Case will be meeting with the Well-Being Committee soon, to redefine it's purpose.

Faculty Senate:
Jim Shuster and Bob Stachowiak reports:
- Meeting was Oct 5
- See attachment B notes from Jim
- Web address is
     http://www.uakron.edu/president/facultySenate/index.php

By-Laws:
Committee members: Joy LiCause – Tedd Guedel – Laura Spray
- still writing
- Because of so many committees.. now on campus – there might be a need to increase our membership.

Awards and Recognition Committee:
Gary Beckman, Pam Hoover, Deb Jones, Jim Shuster and Bob Stachowiak reports:
- have not meet

University Council:
Joy LiCause and Bob Stachowiak reports:
- Proposed mission statement – Bob feels it's a little long…
- SEAC needs to keep an eye on the numbers of various groups on university committees

Old Business:

New employee letter –
- There were @ 56 FT and 290 PT new staff (non bargaining) hires between 1/1/2006 – 11/1/2006
- Gary will campus mail the letter - he'll need - name – department and four digit zip
- The mailing will be one time a month – to part time and fulltime staff non bargaining NEW hires.
- Spray will request thru HRIS to send this list to Gray - starting 1/1/2007
- Spray send Gary the letter – Gary will print one and bring to next meeting.

Presidents charge
- finding ways to save money –
  o forms ordered thru Corporate express… that could be done here. Like the "while you were out" -- there is cost built into the cost of the items…
  o Corporate express needs to bid with and without delivery – items could be delivered to central stores – and central stores distribute on campus.
  o The university might not want extra trucks on campus – Safety concerns also.
  o Someone needs to investigate the use of credit cards.
  o Bob will work with Gray – and write something up.

- Bob would like another survey – two way --- How to save money..
- Gary knows someone who found $30,000 overage… in print cartages - billing
- Find ways to do it better
  o Training for those who have credit cards…
  o Bob will call Nathan and ask about receipts
  o Bob will put together the two way

Questions to Sage

- What are we going to do about digital signatures?
- What are his plans for increasing technology to staff
- PDA devices – Blackberry BH - vs - athletics have trillion cell phones - is there a standard that the university is going to?
- send to the list any more questions for Sage

New Business:

- Jim wants to look at the Conflict of Interest statement. – We'll revisit next month.. too far reaching… remember topic of - university dial up – using home owed equipment – in regards to this conflict of interest statement.

- Check the university rules, for computer usage issues

Next meeting 12:30 - 12/21/2006 – **NOT** IN THE Physical Plant - POLICE conference room – meeting will be "The December 21st meeting for SEAC has been **moved to Room 322 of the Student Union Building** due to a conflict with scheduling in our UAPD conference room. " – at 12:30 in an email from Bob – dated 12/7/2006

Adjourned at 2:03pm

Attachment A

2006-07 meeting dates:

       January 18, 2007
       February 15, 2007
       March 15, 2007
       April 19, 2007
       May 17, 2007
       June 21, 2007

2006-07 President meeting dates:

Meeting with the SEAC Executive committee at 10:30 in Dr. Proenza office
       1/19 – changed via email 12/7/2006 – 10am
       2/20
       3/20
       4/27
       5/22
       6/26

Attachment B:

The University of Akron Faculty Senate - Thursday, November 2, 2006

Executive Committee - Dr Richard Stratton
  $10M Grant from Knight Foundation – University Park Alliance
  UA Named to President's Higher Education Community Services Honor Roll
  Football Stadium Progress – approved next phase of feasibility study
  Conflict of interest forms – requires copies to auditor, need central storage location /
record keeping
  Accepted into NCAA Assessment Academy (early stages)

Remarks of the President - Dr Luis Proenza
  Spellings Commission on Higher Education – collaboration
  $10M Grant from Knight Foundation – University Park Alliance

Remarks of the Provost – Dr Elizabeth Stroble
  Walk about – meeting with departments
  Various awards / grants
  Hearts for hurricane relief dance

University Well-Being Committee – Dr Elizabeth Erickson
  Future of committee

Academic Policies Committee – Dr J. Thomas Dukes
  Approved name change
  Considering 2 Faculty Senate proposals (i.e. the revisions)

Ad hoc Committee on Facilities Planning – Dr Harvey Sterns
  Parking – ASEC lot eliminated
  Building improvements
  Energy savings on campus
  Classroom scheduling
  Exploration on developing a learning commons