

**The University of Akron
Staff Employee Advisory Committee (S.E.A.C.)
Minutes May 17, 2007**

Members:

<u>Name</u>	<u>Attendance</u>
Gary Beckman	Present
Charlene Calabrese	Present
Mary Dingler	Present
Tedd Guedel	Present
Pam Hoover	Present
Deborah Jones	Excused
Joy LiCause	Present
Jim Shuster	Present
Peggy Speck	Present
Laura Spray	Present
Bob Stachowiak	Present
Darin Siley	Not present

Called to order at the Student Center – at 12:32 -

Minutes of the April 26, 2007 minutes are approved.

Special guests – Bob Krouff and Eric Kreider presenting Zip line

Started at 12:30 ended at 1:11 – with a look at zipline.

Bob oversees the internal communications on campus – how can they make zipline more useful.

He would like to see Zipline become more useful for employees

EPay and EBenefits for Open Enrollment has been added and EProfile is coming

Register forms is being added for the faculty

Atomic learning just added – with 5000 little short tutorials

ZTV video within the portal – which is in the school of communication producing video via class duplicating on the zips home page

Looking for input into – tasks in the viewer – such as purchasing – registrar – hiring a new employee – etc What can be placed here to make employees jobs easier?

Knowledge base – how to do.....

Suggestions:

- Show available of student center rooms – at least to see what was open maybe not reserve.
- University history... like why are we called the zips... etc
- Safety alerts – looking at sending a windows alert not an application.

Google appliance – on our server – only searches University pages –

Dash boards – to show live data

Did you know that there was a download to add holidays to Outlook calendars...

No major changes in the look and feel for the website for awhile – the home page has been recoded – loading faster

Bob requested a small group to talk about ideas, what would make the university web easier, what is missing.

Committee Reports:

Board of Trustees:

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

Gary Beckman and Darin Siley

Faculty Senate:

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

Jim Shuster and Bob Stachowiak

By-Laws:

Committee members: Joy LiCause – Tedd Guedel – Laura Spray

University Council:

Joy LiCause and Bob Stachowiak

Operations Advisors:

Deb Jones

Parking Task Force –

Darin Siley

Internal task force - Zipline committee –

Committee members: Joy LiCause – Deb Jones – Darin Siley

Benefits Committee –

Tedd Guedel and Laura Spray reports:

- During the executive meeting with the president – he picked the name Jan Parish – an Akron U t-shirt for the random drawing of those who submitted comments for University benefits.. see the website for a picture. Thank you to all who took the time to give their ideas.

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

- Members feel that sending written committee reports..helps the committee at the meetings to address new and act on issues. SEAC members on committees will continue to send reports that will be attached to the minutes. Discussion will happen if necessary.
- On our web site – is the picture of Bob giving the shirt to Jan
- Social Events need to get the ball rolling on the – they need to check if we can get free food and bring it on campus, not using the campus food service.
- Bob looked at employees donating items for auctions – cost of item is set by the donator – thinking that if staff donate items to the university – that these funds from the sell can be separated and SEAC could determine what to do with the profits. A scholarship, item for the university grounds, etc..... was discussed.
- Did you know that auction items given by the department over \$100 dollars – minus expenses – that the profit funds are placed back in to the department account...

Presidents meeting – items discussed

- Jan Parish name was picked
- Security issues and processes are being re-evaluated by a committee.. there is some talk about a notification process to campus about possible dangers.
- University Auction
- SEAC elections

Old Business:

- Nominations – Bob will update the list serve – and will organize the 2way – posting results and get the election underway. Note: Full time non bargaining staff employees can be nominated by any full time or part time staff, non bargaining employee. Nominations back by 6/1 – with elections 6/11 thru 6/22 – Bios need to be gathered from each nominee to place on web site for information on voting.

New Business:

- There was some discussion on adding additional members to SEAC. – With discussion – University Council is still about two years off – faculty senate having a special meeting in September – at this time we'll wait and see what the By-Laws committee recommends

- Zipline Communications committee will be – Tedd – Peggy – Joy – Mary – Charlene – Jim

Next Presidents meeting:

5/31 - at 11am

6/26 – at 10am

2006-07 meeting dates:

June 21, 2007 – PFOC conference room at 12:30