

Staff Employee Advocacy Council

Regular Council Meeting: April 13, 2022

Agenda

Attendance: See “2021–2022 Attendance” spreadsheet

Excused:

- A. Welcome/Call to Order: 2:34pm by Jessica
- B. Approval of Minutes from March 9, 2022 Theresa moves, Mike seconds
- C. Executive Committee Report
 - a. Budget: Starting budget: \$3,988.99
 - i. SEAC/Senate Mixer: - \$375.44
 - ii. Staff Recognition Tri-folds: -\$256.00
 - iii. Remaining budget: \$3,357.55
 - iv. Subcommittee Chairs, if you have any further requests for funds, or want to donate your remaining allocated funds, please let me know
 - b. SEAC summer retreat - tentative date: Wednesday, July 13, 2022
 - c. Considering planning a retirement party for staff members
 - i. General event is under consideration.
- D. Administrative Meeting Report
 - a. Enrollment numbers are still in a state of flux - not positive that we're going to hit intended numbers but we still need to wait until College Decision Day on 5/1 to see a more accurate view
 - b. Athletic Director search is underway - 8 semi-finalists will be scheduled for Zoom interviews, 4 finalists will then come to Valpo for in-person interviews - hoping to make final decision by mid-May
- E. External Committee Reports
 - a. Campus Community Policy Committee (CCPC) — Sue K
 - i. Committee structure still being determined
 - ii. Talked about passing time for students: recommended 15 minute passing time (up from 10 minutes).
 - iii. No recommendation re: Academic calendar
 - b. University Council — Chloe & Jess
 - i. Routine written & oral reports
 - ii. Enhancing student experience with Angela Vidal-Rodriguez
 - iii. Speculation re: campus policies
 - c. Investment Oversight — Justin Hunt
 - i. Did not meet. Next meeting scheduled for April 26th
 - d. Strategic Planning —
 - i. Finished up prioritizing initiatives in our theme teams
 - ii. Final spreadsheet is being presented to Credo to deliver to President Padilla
- F. Chief of Staff — Rebekah Arevalo
- G. Internal Subcommittee Reports

- a. Representation — David Hansen
 - i. Nomination email went out last week. (Thanks exec team for text. MB pressed send).
 - a. 22 responses so far
 - b. Open until April 25th
 - c. Next step will be sending out the Nomination Acceptance Forms
 - i. Kristin F sent out status emails to SEAC members
 - ii. Received a few responses
- b. Staff Appreciation Events — Carrie Palkovich
 - i. Movie Night- Central Park planned for June 7th
 - 1. We will have a section for 200 at the regular movie night.
 - ii. Retirement Party Ice Cream Social June 23rd from 3-5:00
- c. Staff Development — Chloe Kiser
 - i. Book club launched 4/1
 - ii. Informational session to discuss tuition remission/exchange & undergraduate admissions was recorded - the session went well
- d. Staff Recognition — Jennifer Easthope
 - i. We met Thursday, April 7, 2022
 - 1. Again, a good number of nominations!
 - ii. March 2022 Employee of the Month: Bob Sokol- Engineering
 - 1. Presentation will be: Wednesday, April 27, at 10:00am
 - a. Calendar invite to follow
 - iii. At June's meeting, we will select May and June 2022 recipients
 - 1. We will present both in June
 - 2. Will allow us to present ERIP recipients before they leave (if they're selected as EOTM)
 - iv. July starts new SEAC cycle
 - 1. Punt summer awards due to vacations, etc.
 - 2. July and August could be selected at September subcommittee meeting
 - a. Ultimately up to next cycle's subcommittee
 - v. Remaining budget: \$44
 - 1. Will be put back in the general budget to be used elsewhere
 - vi. Plaque will be updated after March 2022 EOTM presentation
 - vii. Unofficial meeting notes:
 - 1. Justin participated in tug of war: Johnson vs. Padilla
 - a. Team Johnson was victorious
 - i. Could be because of Justin (off the record)
 - 2. Talked of spring being around the corner
 - a. Mike Jacob takes the blame for jinxing and the Sat 4/9 snow
- e. New Employee — Ryan Cole
 - i. We are not moving forward on chamber gift certificates due to tax implications, but will look to highlight downtown discounts in the future as they are organized
- f. Staff/Faculty/Student Relations — Chloe Kiser & Justin Hunt
 - i. Haven't met since mixer
- g. Communications- Michael Beaver

- i. Please send any articles for April Newsletter by Monday, April 18
- H. Old Business
- I. New Business
 - a. SWOT Analysis of SEAC (See Appendix A below)
 - i. Based on SWOT, 3 people you want to nominate for SEAC to strengthen the group
- J. Announcements
 - a. Our next meeting will take place **May 11, 2022**
 - i. 2:30 to 4:30 in the **Harre Union Alumni Room**
 - b. Nominate, Nominate, Nominate!
 - c. Institute for Liturgical Studies will be back! 180 on campus (April 25, 26, 27)
 - d. Generosity awards will be opened for next semester
 - e. Campus green initiative is happening!
- K. Adjournment
 - a. Motion: Peggy
 - b. Second: Sue
 - c. Approved
 - d.

Appendix A

SWOT Analysis April 12, 2022

Strengths

- Taking up employee engagement
- Fill lots of potholes
- Recognition

- Staff events
- Sense of community
- Recognized as viable group on campus
- Seen as having some say
- Employee of the Month
- Promote ourselves as a group
- Reached out to Pres. Padilla early on
- Communication
- Representation is broad
- DIVERSE representation

Opportunities

- President Padilla's openness
- New executive level admins
- President from staff side, not academic
- Better relationships with Human Resources
- More representation with "outer pockets", especially with movement (VUPD for example)
- Constituency meetings
- Strategic plan rollout
- Reorganization- use to our advantage
- Training
- Have a bigger voice (get in Pres. Padilla's ear early on)
- Bring SEAC POV
- Be included as recognized part of internal governance
- Representation from other departments

Weaknesses

- Getting and **retaining** hourly employees
- Budget
- Identifying hourly employees
- Lack of cultural diversity on SEAC
- Lack of advocacy
- Not in right place at right time
- Louder voices seem to take precedence

- Have a voice, but have a confirmed seat at the table where input is heard
- Silos on how information flows

Threats

- Staff feeling overwhelmed and not feeling like they are able to be active participant
- When you approach HR, they feel like they're being attacked
- Voice being diminished
- Lesser numbers in staff overall; trying to remain 30 strong
- Faculty & Student Senate changing policies; what does that mean for us?
- Financial difficulty within university
- Economy
- Anything that comes out of strategic planning that might threaten us
- Losing more people that can push agenda forward and serve on SEAC