

Staff Employee Advocacy Council

Regular Council Meeting: August 10, 2022

Agenda

Attendance: See “2022–2023 Attendance” spreadsheet

Excused:

- A. Welcome/Call to Order
- B. Approval of Minutes from [June 8, 2022](#)
 - a. Moved: Mike Jacob
 - b. Second: Sue Kukurugya
 - c. Passed
- C. Executive Committee Report
 - a. Starting Budget: \$7,450
 - i. Retreat: -\$238.60
- D. Administrative Meeting Report
 - a. Met 7/11/22 - We discussed the transition in the SEAC executive committee, events that we just wrapped up, plans for this coming year, and the upcoming Board meeting.
 - b. Met 8/8/22 - Canceled
- E. Chief of Staff — Rebekah Arevalo
- F. FUN Ice Breaker Activity
- G. **SEAC Group Picture at 3 PM on Harre Union Stairs**
- H. External Committee Reports
 - a. Campus Community Policy Committee (CCPC)
 - i. No meeting until at least September (TBD)
 - b. University Council — Chloe Kiser
 - i. Will meet next month
 - c. Investment Oversight — Justin Hunt
 - i. We did not meet, due to quarterly meetings. Our next scheduled meeting is on Weds, August 24th.
- I. Internal Subcommittee Reports
 - a. Communications — Michael Beaver
 - i. Meeting time/day: First Thursday of the month
 - ii. Website updates
 - 1. In process
 - 2. Form forthcoming for anyone to submit

- iii. SEAC Newsletter
 - 1. Published Tuesday after SEAC meeting
 - 2. Please submit information you would like covered in the newsletter
- b. New Employee Welcome — Justin Hunt
 - i. Meeting time/day: 1st Thursday of the month, 2-3p
 - 1. Next meeting: Thursday, September 1st, 2p.
 - ii. We went over the content of the New Employee Welcome bags, and had ideas about other content to add to the bags.
 - iii. There are 19 new staff hires for June/July. We have decided to team up, since we have 8 members on the Welcome committee. Each team of 2 will be assigned a couple new staff to drop off welcome bags, meet/greet. We will do this every month, with the previous month's new hires.
 - iv. At the end of the month, we will send out a Google Invitation to all those new employees we dropped bags off to. They will be invited to morning prayer, followed by an abbreviated tour of campus (Chapel, Union, surrounding points of interest). Then we will head off to grab coffee/snacks, which we will provide. Will try to be time sensitive.
 - v. We had talks about including a free Parkhurst voucher in the Welcome bag. But after talks with Parkhurst, these were going to be \$9.25 a piece, so we didn't think this would be a good budget decision. Will possibly bring this up at Admin meeting, to see if there is anyway someone would be willing to talk to Parkhurst, about selling these vouchers for \$5.
 - vi. When a new Appreciation or Professional Development event is scheduled, we will try to work sending specific emails to the new employees, for a personal invitation, or to buddy up at events.
 - vii. Preliminary budget request of \$600, will finalize at Exec meeting.
- c. Representation — David Hansen
 - 1. Meeting time/day: Working on it
 - 2. Reviewed the role of Representation and where to find documents on shared drive
 - 3. Discussed the options of getting the word out to campus for nominations during election times.
- d. Staff Appreciation Events — Jessica Wilson
 - 1. Meeting time/day: TBD

2. Sorry, Jess got sick and had to cancel. Will find a new time/date
 3. Document was sent out- make sure to check it out!
- e. Staff Development — Jennifer Zatarski
- i. Meeting time/day: First Wednesday of every month at 3 p.m. beginning with October 5, 2022
 1. Next meeting: August 31, 2022 at 3 p.m.
 - ii. Book club book #2 started in July & will wrap up in September
 - iii. Reviewed the ideas and feedback from the retreat
 - iv. Efforts this year will focus on LinkedIn Learning, Mini-grants, Coffee Breaks/Lunch & Learn, and hopefully a few special events and programs (mentorship, retreat)
 - v. First event will be a LinkedIn Learning in-person group course and is targeted to take place in October
 - vi. Digital punch cards - Any SEAC event can be added to the card (Appreciation events, recognition events, etc...)
- f. Staff Recognition — Jennifer Easthope
- i. Meeting time/day: Waiting for Doodle Poll responses
 - ii. Met Monday, August 8, 2022
 1. Reviewed subcommittee purpose and process
 2. Selected employees for EOTM
 - a. June 2022: Kristen Flodder- VUCA
 - i. Presentation date/time August 30- 11:30 in VUCA
 1. Will send calendar invite to SEAC
 - b. July 2022: Denise Aponte- Finance
 - i. Presentation date/time TBD
 1. Will send calendar invite to SEAC
 3. Budget TBD
 - a. Waiting to hear back from bookstore on current balance
 - iii. Cards for council to sign for EOTM packets
 - iv. Reminder- these are surprises!

J. Old Business

K. New Business

- a. Proposal to add ad-hoc subcommittees?
- b. Guest speakers you'd like to hear?
 - i. Mark Volpatti
 - ii. Charles Small

- iii. Julie Whittiker/Jason Kutch- September (can this be moved to October?)
- iv. Kelly Anthony
- v. New director of IHUB
- c. President's Council goal sheet
 - i. Strategic plans
 - ii. Non-strategic plans
- d. Committee reminder - Google Invites
 - i. Please respond to the Google Invites. :) It helps with planning.

L. Announcements

- a. SEAC Fantasy Football League callout - contact Brett Calland if you're interested in joining
 - i. Brett Calland
 - ii. Jennifer Easthope
 - iii. Chloe Kiser
 - iv. Michael Beaver
 - v. Justin Hunt
 - vi. Ryan Cole
 - vii. Jonathan Plant
 - viii. Rhonda Crowley
 - ix. Julie Vick
 - x. Lindsay Mooneyhan
 - xi. Sue Kukurugya
- b. Department announcements?
 - i. Grad Orientation next Wednesday - possibly 195 new grad students
 - ii. Homecoming volunteer opportunities - look at Campus Chronicle next week
 - iii. Generosity Awards are opening again soon and will be open through Oct. 1
 - iv. Friday at 2pm is Women's Soccer opening match @ Brown Field (Favored in The Valley this year! WOOOO!!)
 - v. We'll have our first night football game this year- Sept 3, 6pm.
 - vi. CVA- having corn boil first week of classes on Schnabel Hall lawn- YUM!

M. Adjournment

- a. Motion: Jonathan Plant
- b. Second: Mike Jacob
- c. Passes- 3:40pm