

## SEAC Agenda – October 20, 2011

**In Attendance:** Jamie Dresher (Campus Center), Aaron Albertson (Library), Patty Pfalz (Biology), Jeanne Arntzen (Theater & Dance), Lucy Bauer (Admissions), Anne Liu (Student), Stephanie Vilendrer (Student)

**Absent:** Rachel Boutillier (ITS), Austin Werth (Facilities), Mary Williams (Student Employment), Arntzen (Theater & Dance), Mary Kary Briggs (Alumni House), Jenae Schmidt (Financial Aid), Patty Jacobson (Bon Appetit)

1. Constituent list
  - a. Did everyone get a chance to send their first email? **All present said they did send out their letters. Lucy will follow up with those not present to ensure they sent out their welcome email.**
2. Fall Speaker
  - a. Insights and learnings – **This went well. Lucy will ask Denise for her presentation and we will send it out to constituents. Next meeting we will talk about the links from her presentation that we like so we can highlight those to constituents.**
3. Other tools for supervisors we can provide
  - a. Ideas
    - i. **Generate a list of suggestions of ways students can be recognized**
    - ii. **Lucy will email committee about this and ask constituents what they do to gather a list. Then we will send out a completed list of ideas to all supervisors.**
4. How can we recognize our student employees throughout the academic year
  - a. “Sneaky Scot Surprise” revival – **Hand out candy to students dressed as Mac the Scot. Lucy will do research on \$ and ways to submit student groups for this.**
  - b. Daily Piper features on groups of student employees – **Spotlight your students – we can ask supervisors what they want to share about what their students do. We can create a google form. Lucy will begin to draft a form and get in contact with Rachel for help. Tabled for next meeting.**
  - c. Other ideas/thoughts – **Fall celebration? Some students on work in the fall.**
5. Other items?
  - a. **Students with no need – is there any way to adjust this?**
    - i. **Can they work without pay?**
    - ii. **For credit/independent study?**
    - iii. **Volunteer opportunity?**
    - iv. **Better communication needed to go to no need students about how they can get a job and why others get jobs over them.**
    - v. **How can they still be involved?**
    - vi. **On the student employment website can we add somewhere that if you do not have an award, you should not apply? Can we prevent them from applying?**
  - b. **Time cards have changed – now students need to input the exact times instead of hour amounts.**
  - c. **Can we add to the First Year Application – preferred hours to work? (ex: early mornings, daytime, evening, night time, no preference)**
    - i. **First years – can they fill hour award if they are office assistants?**
    - ii. **Does Café Mac have too many students?**

6. Future Meetings:

- a. November 17
- b. December 8
- c. All meetings in Markim Hall room 303, 3:30-4:30pm