

SEAC Minutes
from Meeting on 2.17.05
Prepared by Chelsey Olsen

Members in Attendance:

Gloria Ahlers-Uecker, Jacki Betsworth, Deanna Cahoon, Chelsey Olsen, Jenae Schmidt, Toni Schrantz, and Karin Zeller

Not in Attendance:

Herta Pitman

Points of business:

- I. January Employment
 - Employers no longer need to reapply for January Student Employees if they have had them in the past. If there is a big change in need (more/less students) then make an official request.

- II. Update on Tier I, Tier II Administrative Positions
 - Over January Financial Aid reviewed and upgraded about five student administrative positions from Tier I to Tier II.

- III. Students in Distress Workshop
 - Supervisors of student employees are invited to attend. RSVP date Feb. 18, can notify Deanna Cahoon with your RSVP. Presented by Health Services.

- IV. International Student Priority
 - A push is happening to encourage departments looking for summer employees to hire qualified International students due to their extra need and special circumstances.

- V. SEAC to Partake in Recognition of Student Employees
 - SEAC will present a “Student Employee of the Year” award at the Dean’s Convocation on April 8. SEAC members will pick the winner from the nominees for “Outstanding Student Employee.”
 - As a committee we will decide on criteria for the award and also purchase additional items to be included with it (i.e. Mac Sweatshirt, gift certificate, etc.)

- VI. Job Fair
 - Discussion of what we would like to keep same/change for the job fair this year. Each member received a file of last year’s publicity items. Suggestions welcome.

- VII. Informal Department Meetings
 - Some discussion on the possibility of Financial Aid putting together informal meetings to happen with each department towards the end of March. Meetings will assure that the depts. are filling things out completely and correctly and to reiterate some “don’ts” to them.
 - Also, revamp of the Student Employee Job Contract. Some discussion in the committee of what they would like to see changed and the idea of meeting with the A.O.P. (Academic Office Professionals) on campus to get their input was posed.