

SEAC Meeting 3/14/2007

Attending: Cindy Darrow, Mary Williams, Jacki Betsworth, Nick Christensen, Julie Lucking

Introduction of New Member

Cindy Darrow introduced Nick Christensen, our new student representative.

Approval of February 14 Minutes with one change:

Clarification of TFOB's recommendation of a 2% increase for both summer and academic year across the board to departments, but no wage or award increase: Cindy clarified w/Doug Rosenberg that the 2% increase is at the discretion of the line officer. This may lay groundwork toward a more equitable shift of funds to where student employment dollars are currently needed. (see item below)

Follow Up on Action Items from Feb 14 Meeting

ACTION: SEAC members will share their internal tracking methods within the group next meeting, in an attempt to find a template to offer supervisors across campus. (presentation was set aside, as Mary has been able to print reports.)

ACTION: Betsy will draft an invitation & send to all for review, then to Mary for distribution. (completed)

ACTION: Jacki will follow up re: website homepage coverage. (completed.) Julie Hogan offered publication on 1600grand:

"We generally reserve the homepage for information for our external audience--pros. students, alumni, parents and general visitors but beginning April our new portal, 1600grand, will be working. That's where we plan on posting information that is important to our internal community--this would be a great story for that venue. There's even a spot on the homepage for a picture, which could be of the student."

ACTION: Cindy will talk with Bon Appetit to see whether they will donate cakes or make a special arrangement to take back unused cakes. She will reserve sandwich boards. (Completed)

ACTION: Jenae will draft a note requesting donated funds from individuals and/or depts. (In progress)

- We will accept whatever donations departments are willing to give.
- April 2 deadline for submission of prizes. Money should go to Cindy for p-card purchased gift certificates. Gift items should go to Mary's office. Students need not be present to win. They will be entered using the Student Employment roster.

ACTION: Julie has contacted President Rosenberg to see if he is able to make an appearance at the reception.
She will follow up and keep SEAC posted.

ACTION: Jenae will follow up to see whether Dean's Convocation organizers are aware that we plan to award SEOTY separately this year.[Mary and Cindy both made contact with Karla. As soon as the award is made, Mary will let her know; she will include it in the program for the Dean's Convo. We will push to continue to have our student recognized as the others are at this event.]

Student Employee of the Year (SEOTY) Progress & Celebration Planning – Mary

- We will serve cake only, as it will take most of our budget. We will request carafes of water.
- Discussion of changing location to chapel to save \$ on cake costs, but group decided we will attract the most people in CC.
- Supervisors will receive the announcement & will be responsible for distributing info among student employees.
- Advertisement of SETY winner

ACTION: Cindy will take pix.

ACTION: Mary will write copy for short article; she will also invite all nominees to reception.

ACTION: Jacki will get both to Julie Hogan and will connect concerning when we need to get this in.

ACTION: Mary will send list of celebration options for supervisors.

Student Employee Budget Tracking Documents

Mary was able to print reports for all and intends to send them out each payroll. She ultimately hopes to have reports come as emails, but Banner does not currently link supervisor names and email addresses to student accounts.

Input from Constituents - Followup on Nels Erickson's suggested topics:

- Campus areas where more or fewer students are needed.
- Making students' work experience be more relevant to what will interest their future employers

ACTION: Mary will draft a short list of common questions for constituents.

ACTION: Reps will follow up with their sector constituents and report back.

ACTION: Cindy will get sector list to all.

Other Business

- Deanna Cahoon has requested to step down from the committee. The committee accepts her resignation with thanks for her 5 years of service and wishes her well.
- Next meeting: Discuss chairmanship for 2007-2008.

Meeting adjourned @ 3:15.

Respectfully submitted,
Jacki Betsworth