

SEAC Meeting May 9, 2007

Called to order 2:10 p.m.

Attending: Hannah Adams, Cindy Darrow, Mary Williams, Betsy Salvatore, Gloria Ahlers-Uecker, Julie Lucking, Jacki Betsworth

Update: Academic Office Professional Group (AOP) concerns

The AOP group has not met since our last meeting. NO feedback at this time.

Senior Week & Orientation – The group discussed whether there is an easier way to handle JobX hiring of students who work Senior Week, leave campus, and return in late August, such as Campus Center employees. Since the two periods come from different budgets, there is no way to shorten the process. Students are FICA exempt during the school year, but they are not during May/summer. The college could be penalized if it is found to have moved hours between the two periods.

SAC Nominees for SEAC

- SAC has nominated Meghan Bethke (Annual Fund) & Christy Heal (Civic Engagement Center) for consideration to SEAC. Neither department is listed on our current sector list, but we believe the Civic Engagement Center is a small employer and the Annual Fund is a medium employer.
- Theresa Cianni has requested to be removed from membership.
- Our future membership goal will be a flexible membership of 10 that is balanced among employer sectors. Reps will be assigned groups appropriately.

Jacki motioned to add Meghan as a medium rep, Christy as a small rep. 2nd by Betsy/Gloria. Motion passed.

ACTION: Cindy will contact nominees and Jan Dickinson (SAC rep) to confirm their membership.

Chairmanship for 2007-2008 Betsy Salvatore has agreed to take the chairmanship of SEAC for 2007-2008. Jacki will continue as secretary and Cindy will act as past-chair, providing backup and support for both positions.

Gloria motioned that SEAC accept these offers of service. Hannah seconded. Motion passed.

Ideas/Issues/Concerns to Address in fall:

- **Membership.** Since this is not a Presidential committee, SEAC may solicit its own members. In early fall, SEAC will discuss this topic. We will also review distribution of SEAC representatives among employer sizes.
- **Discussion of Student Employee of the Year celebration.** SEAC will revisit this topic early next academic year.

- **Equitable redistribution** of funds and jobs among departments on campus.
- **Campuswide guidelines for conduct/etiquette for student supervisors.** Some situations may be most appropriately addressed in each department. Mary plans to review Student Handbook information when time permits for the project, and she will work to include a section on this topic within the revamped Student Employment Handbook.
- **Survey** student employment supervisors to find out their needs, make them aware of SEAC and its role in bringing their concerns for discussion.

Announcements:

- Student Employment First Year Forms go out in the first week of June. They should be available for review in July.
- Reminder – tomorrow –SEAC appreciation lunch at Pad Thai @ 11:30 a.m. Thanks to all for a productive year.

Meeting adjourned @ 3:20 p.m.

Respectfully submitted,
Jacki Betsworth