

SEAC Meeting Minutes - 11/16/15

Welcome Amanda Walwood, Advancement, our newest member

## **Old Business**

**Updating website** - new membership needs to be updated, among other updates. Karla volunteered to help with website updating.

*TO DO:* Stephanie M. will contact Sara Sueflow to get Karla access.

**Still need a Co-Chair (will be lead Chair next year)** - Think of volunteering; it's fun!

## **New Business:**

**Student employee budget** - Last year to this year, budget increased ~13%. Not yet sure what next year will look like. Peggy reports that she should get that info mid-February. Peggy is tracking bi-weekly expenses campus wide and right now we are in good shape. Summer budget has 26% remaining (for May). Some departments have gone significantly over and Peggy is having individual conversations with departments that are over. If everyone were to use full delegated amount in May, we'd be over as a campus. Peggy also in conversation with Business Services to cover some expenses that were mistakenly taken out of SE budget. Because of minimum wage increase, Peggy and Jenae having conversations about possibility of dealing with an anticipated increase in award increase requests. So far, increase requests are also tracking well according to previous years. Peggy has heard nothing about cuts to budgets thus far. This year's allocating being less was a direct result of minimum wage being higher. Numbers had been last allocated when wage was 7/hr. Still unsure what next year will look like in terms of increased awards to help counteract effects of another increase. Summer wages will be 9.50 minimum (as well as May)

*TO DO:* Members of SEAC expressed an interest in participating in the conversations about student employee pay tiers. Peggy agreed that this would be valuable and doable.

**Supervisor Training ideas for Peggy?** - Talked about cultural training, student employment as professional development, connecting student employment to student learning outcomes, how to develop professional skills in a way that is efficient and effective, title IX info for supervisors, something along the lines of "Skill-building in student workers." Perhaps a panel of supervisors who are demonstrating interesting tools or tactics in their own work. Emphasis on things that supervisors can bring back and implement in their own departments. How can we narrow scope to something manageable to present by January? Solicit from general pool of supervisors? SEAC members? We decided that for January Thaw, we'll draw from SEAC membership, and then following Thaw, do a survey/info-gathering of supervisors to solicit areas they'd like more training in. Focus on Professional Development and Team Building as themes. Loved the suggestions of using job descriptions that incorporate a list of what professional skills will be learned and practiced in that job. Making this a continued emphasis of student employment. Also talked about hosting resources on website - guides, suggestions, best practices etc. Think tools that can be used by different supervisors with different time and abilities. Also talked about doing a brainstorming w supervisors about 'what they need' (idea is to replicate what happened at campus space planning meetings)

*TO DO:* Peggy will connect with CDC to potentially co-present on this topic, and bring back to SEAC for further development.

**Further Discussion:** Should we divide all areas of campus so that each SEAC member represents more than just their workspace? And students, of course, represent student body. Do a survey of all supervisors about future training needs?