

## **Non-Exempt Staff Advisory Council Meeting Minutes**

Meeting Minutes for April 19, 2017

NSAC Members Present:

Dawn Byrd – District 1  
Jo Ann Merritt – District 2  
Derrick Allen – District 5  
Ladonna Miller – District 8  
Cathy Corsi – District 10  
Sandi Bradford – District 11

Members Excused:

Susan Zarebicki – District 6  
Susan Biddle – District 12  
Lisa Collins – District 13

Districts 3, 4, 7 and 9 are Vacant at this time

Others Present:

Tom LaPenta – CHRO, Human Resources  
Scarlett Hamm – Human Resources

There were no minutes from the February meeting as we went to the Mineral Museum at Penny Hall.

Tom talked about re-districting the districts for ACES/NSAC. The way the districts are made up, it doesn't work well anymore. Right now, we are based on where the buildings are located, but too many departments have moved around to new buildings. Since there are seven colleges, it would be feasible to divide them. In addition, because the Library and IT are so big, they might be their own district. The other possibility is to break it down according to the UD website. For example, have the President's area be one district, the Provost, V.P. of Finance, etc. be other districts. Tom is going to call a meeting once Kathy Wilson gets the report showing all the new departments on campus.

### **Old Business**

Someone asked if the Compensation and Classification process was ever completed because it doesn't seem like it was done all the way, but Tom said yes it was done a long time ago.

### **New Business**

There are a lot of people retiring from the University at this time. A lot of professors are deciding to retire because the Faculty gave up the year's salary they have been receiving. Once a professor retires from the University, he still receives one year's worth of salary. They decided to end that practice as of 6/30/2020, so many professors are leaving now so they will still be eligible.

The University hired about 400 outside people in the last year and over 200 people moved around to other departments. The University could be hiring up to 600 more faculty over the next few years adding to the 1200 we already have. Over the next 5 years, UD should be hiring about 500 more people. The STAR campus is growing quickly and there will be a new 10-story building added.

Effective July 1, 2021, employees retiring under the University of Delaware 403(b) Retirement Plan must be 55 years and older and have a combined age and benefit years of service that equals 80 to be eligible for retirement benefits. In addition, a minimum of 15 years of benefit years of service is a requirement for retirement benefits. Age qualification is not required for employees with 30 benefit years of service.

IT has just finished a 5-month assessment and is now looking for a Chief Information Officer. Human Resources will also be assessed to determine the state of HR on campus. Tom asked the company doing the assessment to interview a few of the representatives from ACES and NSAC.

There is a search for a new Chief Budget Officer.

### **Constituent Concerns**

1. Everyone is happy with the new fitness classes held in the Field House on South Campus.
2. Parking in Townsend Hall is bad. Employees can't find a spot because it seems the students take them all. Are there any plans to expand the parking down on South Campus?

**Rich Rind responded - Currently, there are no plans to change the parking in lot 2. Based on our area space counts there is sufficient parking in the area of Townsend Hall. Lot 2 is heavily used. However, lot 1 has available space and is within a reasonable distance of the building.**

3. A constituent who has a handicap placard and parks in the handicap space in front of Drake and Colburn Labs, or between Drake Lab and Facilities depending on what is available, has had problems using these spaces over winter session because of the trucks parked there (they do not have handicap decals or placards). The trucks are not university trucks; they are contractor vehicles. Why aren't these trucks parking in the Service Vehicle spots? Many times, they will throw their emergency blinkers on and I assume they do not plan to be in the space long, but even if they see me waiting there, they do not move. It is just a bit frustrating.

**Rich Rind responded - Recently, a roof job over the central utility plant did close the accessible parking for safety reasons. We will have enforcement staff monitor the area more often though.**

4. A constituent writes, "I don't think it's ethical for my employer to charge me for parking. My stated job functions require me to report to two different locations on campus based on unpredictable workloads, and public transport does not provide a functional option for getting me to those places with the timing and reliability that my supervisor expects. Since the specifics of my job are necessitating my owning a car and parking it in specific places on campus, my employer should accept the cost for providing me a parking space."

Everyone pays for parking and that is not going to change. If your supervisor wants to pay for your parking, that would be between you and them. There is nothing that says you have to drive to work.

5. A constituent writes: "I think the recent changes to overtime and comp time policy should be augmented with another policy that allows for flexible response to unanticipated overtime. My department's workload is unpredictable from day to day, and my role has very little redundancy. It is hard for my supervisor and me to predict my overtime and approve it ahead of time. The recent changes, by themselves, offer us precious few legitimate methods for absorbing fluctuating workloads, so something else should be added to reduce concerns about how we will get overtime pay and focus more on getting the work completed."

The supervisor and the constituent need to have a conversation, just so they are both on the same page. There may be occasions where overtime will occur and it will not be approved beforehand. As long as both are aware this could happen, it should not be a problem getting the overtime pay.

6. What is going to be replacing the BCBS IPA plan?

The plans are being replaced with similar plans issued through Aetna.

7. Can there be more bike lock-up spots over by the Library? It is very difficult to find a bike lock-up spot in front of the Library by mid-day. It is just frustrating.

Tom will ask Facilities to look into more bike racks over by the Library.

8. The smoking ban continues to be ignored outside of the Library, even with the very small No Smoking sign posted. People ignore you if you mention they can't smoke and there are cigarette butts all over the ground.

Tom will reach out to UD PD about the situation.

9. The tables with umbrellas that were out front of Perkins on Academy Street are gone. Will they be available again in the near future?

As of right now, new tables are included in the landscape design being done for the front of the Perkins Student Center. It has not been finalized, but new tables are in the plans for that outside location.

The next meeting is scheduled for June 14<sup>th</sup>.

Respectfully submitted,

Cathy Corsi