

Advisory Council for Exempt Staff (ACES)

September 12, 2018 Meeting Minutes

Room 261, 413 Academy Street

The meeting was convened at approximately 2:30 p.m. by Doris Miklitz, Council President.

Members present:

Member	District	Member	District
Dan Severson	#1	Zack Jackson	#6
Mary Cleveland (for Kim Clark)	#2	Doris Miklitz	#7
Brooks Raup	#3	Cheryl Rodriguez	#9
Robin Harbaugh	#4	Cathy Corsi	#10
Crystal Maccari	#5		

Members absent: Susan Williams #8, Glen Loller #11, Chris Bakowski #12

Others Present: Jen Bredemeier, Michele Jones, and Darcell Griffith from Human Resources

The meeting opened with a welcome to all and introduction of Marci Hutton, Director of Project & Planning Delivery from Facilities, Real Estate & Auxiliary Services. Marci spoke to the group about UD's current major campus construction projects.

- The South Academy Residence Hall opened last year and with it, 520 first-year student “triple” rooms became available.
- The STAR Tower already has floors 2-7 occupied and when complete will include an atrium with a living wall (scheduled to open in November), a multipurpose auditorium for large audience events, and a demonstration kitchen.
- Also on STAR Campus will be the Biopharmaceutical Innovation Building that is set to house NIIMBL, DBI, and biomedical engineering. The building is scheduled to open early in 2020.
- The Whitney Athletic Center on South Campus is being designed to serve all student athletes and address whole-person performance. The center is expected to break ground after this year's football season. The construction will affect the 2019 commencement in that each student will only be allotted three tickets; however, remote viewing is expected to be available.
- Renovations and additions to Drake Lab include a new air-handling unit.
- Two “big digs”
 - Deferred maintenance on South College will proceed with projects related to maintenance.
 - “Building X” near Pearson Hall – UDaily will be used to communicate detours, progress, etc.
- Additional information can be found at <https://sites.udel.edu/freas-ppd/>

The minutes from the July meeting were approved as submitted after some discussion about the HR response to the District 9 constituent concern included in them. The discussion was regarding the portion of the minutes indicating “The salary structure movement also assists employees who have salaries over the maximum of their assigned grade to fall back into the structure.” Mary Cleveland asserted that employees who are at their maximum salary and are paid their merit increase by S Contract would not experience the increased base salary until the following year resulting in a “slip year” in which the total salary would not be considered in the merit increase percentage. She said this caused some confusion for employees to whom this applied and should be clarified. Darcell suggested a table could be added in an HR newsletter to give a visual that would help to illustrate the concept and communicate how it would affect and apply to employees.

Old Business

- In the July meeting minutes it was noted that Christy Mannering had expressed her interest in remaining on the UDeserve It! Committee despite her resignation from ACES. Members in attendance voted unanimously for Christy to be able to continue on the UDeserve It! Committee, grateful for her service, dedication, and interest in the group.
- There was discussion regarding nursing mother room locations around campus. The Morris library recently added a room on the second floor specifically for this purpose and Athletics is looking to do the same. Current locations include Hullihen, Perkins, and McDowell Hall. In response to this discussion, a link for the list of nursing mother room locations will be included in the next HR newsletter. [Click here](#) for a link to the Nursing Mothers in the Workplace policy.
- The smoking issue outside of the library seems to have subsided; however, there is now a concern with smoking on STAR campus. All UD campuses are tobacco-free, but it is difficult to police.

New Business

- Welcome new members: Dan Severson, Brooks Raup, Zack Jackson and Cathy Corsi.
- Mary Cleveland said she would like to step off of the UDeserve It Committee due to changes in her office that now demand more of her time. Kim Clark is interested in taking over Mary's role on the UDeserve It committee.
- There are currently vacancies for the offices of Vice President and Secretary on the ACES committee. A poll will be sent to the UD community of exempt staff for voting on these positions.

Constituent Concerns

District #5 – Crystal Maccari

- There was a list of all positions on the web site at one time, but it is no longer there.
 - HR response: There is a plan to bring the list back; however, until the position that would cover this responsibility is filled, it was felt that it was better to remove the list than to keep an inaccurate list on the website.
- What was the response to the question of prescription safety glasses being covered through NVA that was previously mentioned in the ACES meeting minutes?
 - Employees needing prescription safety glasses have to ask for funding through their department. These are not covered through the vision vendor at this time.
- What can be done about the short-term housing shortage for graduate students?
 - There are plans to increase housing such as the recently-announced agreement to transfer ownership of the University Courtyard Apartments to the University of Delaware. The complex includes 266 apartments that can accommodate about 880 residents. The transfer process will begin in June 2019.

District #10 – Cathy Corsi

- Is there anything that can be done to make childcare affordable at the ELC?
 - HR response: Darcell stated that this discussion is ongoing but not resolved..
- What is being done about pay equity between genders at UD?
 - HR response: HR makes a major effort to be attentive to pay equity in general. HR continuously monitors for inequities and corrects whenever indicated.

District #4 – Robin Harbaugh

- Request that the parental leave policy be updated so that employees do not have to take vacation/sick time.
 - HR response: This is in discussion and UD is currently reviewing its policies and practices.

District #9 – Cheryl Rodriguez

- As follow-up to a constituent inquiry from previous minutes, Cheryl noted that the World War II memorial has been moved and is back in its original location in front of Mitchell Hall; an example of what is accomplished when constituents, ACES, and UD departments work together.

Announcements:

Darcell announced that the search for the Vice President for UD HR is still underway and ongoing.

UPDATE: The new Vice President for Human Resources is Wayne Guthrie. [Click here](#) for the full UDaily Article.

The meeting was adjourned at approximately 3:45 pm by Doris Miklitz, Council President.