

## Minutes – September 10, 2014

The meeting was convened at 2:30 p.m. by Charles Garbini.

Members present:

Member	District	Member	District
Mary Cleveland	1	Mike Parisi	8
Charles Garbini	2	Susan Williams	10
Anne M. DeCaire	3	Doris Miklitz	11
Robin Harbaugh	4	Stephanie Baxter	13
Glen Loller	6	Alex Keen	14

**Members absent:** Christy Mannering #5, Vacant #7, Anthony DiPilla #9, Krista Urbaniak

**Others Present:** Thomas LaPenta and Scarlett Hamm from Human Resources, Peggy Bottorf from Strategic Planning Initiative, Christine Scheirer from Women’s Caucus, Mark Seifert and Skip Homiak from Public Safety

### Minutes

The meeting was called to order at 2:30 p.m. Minutes were approved from the May 14, 2014 meeting, (July meeting was cancelled).

Before old business was discussed Charles asked Christine Scheirer to give the committee a brief overview of the Women’s Caucus which exists on campus. They are one of nine caucuses (African Heritage, Asian/Pacific Islander Heritage, Disability, International, Latino/Hispanic Heritage, LGBT Concerns, Muslim Heritage, Religious/Spiritual Life and Women) that are under the umbrella of DEC (Diversity and Equity Commission) and their goal is to give voice to issues on campus that directly impact constituent groups by identifying barriers, developing alliances and collaborating with other units and committees. The Women’s Caucus focuses on Faculty and Staff Leave Policies, Faculty and Staff promotional issues, publications such as their Annual Report, issues on Childcare, and website and resources for women. Since 2011 the Women’s Caucus has helped increase Family Sick Leave, improve access to data from Institutional Research, produced the Women’s Caucus Annual Report, and continue to form partnerships with key University leadership. They are currently working on Title IX issues and the possibility of daycare on campus. They will be hosting a general faculty meeting with Matt Kinservik and Carol Henderson on Oct 27 and will have a general staff meeting with Human Resources regarding the appraisal process on Oct 30 for all women on campus. Please contact [womenscaucus@udel.edu](mailto:womenscaucus@udel.edu) for additional information about the events or the caucus.

Skip Homiak and Mark Seifert from Public Safety spoke to the group about the UD Alert System. They are improving the training of their staff on policies and updating the Alert Software in an attempt to reduce alerts being sent to home phone numbers. Homiak explained that the university is obligated by the Department of Education to send out alerts when there is the possibility of imminent danger to the campus community, such as crimes where the suspect is still on the loose, natural environmental emergencies such as tornados, and wide spread power outages. He also pointed out that the University's Pubic Safety came through their last DOE audit with flying colors and one of the focuses was on the alert system. Mark Seifert explained that they have begun a campaign to educate students on safety and make a constant effort to continue the education process throughout the year. He distributed an Alert Question and Answer sheet to members along with information on the new UD Safety App called LiveSafe. It can be downloaded at [www.LiveSafeMobile.com](http://www.LiveSafeMobile.com). Stephanie Baxter, District #13 asked if employees can opt out of having their emergency contacts receive phone alerts from UD and Seifert said it is possible. She also asked if the notification on weather closings could be posted on UDaily quicker than it has in the past. Homiak and Seifert explained that it's dependent on how quickly they get information from other local police jurisdictions and what shape the roads are in on campus. They are actively gathering information to make the decision as soon as bad weather begins and post the decision as quickly as they can. Mary Cleveland, District #1 voiced concern over the crimes happening in daylight versus the late night crimes on campus we often hear about. Homiak said that the crime rate on campus has actually declined by 30%. They have grown from having 30 surveillance cameras to well over 200 of them installed in the past five years. They are working with the community to identify those committing crimes, including working with the Dart buses to review their camera surveillance when needed. Stephanie Baxter brought up a constituent's concern about the arsenal of weapons that the UD police force has and if there is a real necessity for that. Homiak explained that the UD police force is equipped with typical law enforcement equipment, which includes weapons. They need to be prepared in case events similar to what we've seen across other campuses would occur here. Most equipment that has been purchased for UD law enforcement and public safety has been with UD dollars, not Federal Grant money.

Peggy Bottorff, Co-Advisor for the Strategic Planning Initiative spoke to the group about the new "Delaware Will Shine" campaign, [www.Udel.edu/shine](http://www.Udel.edu/shine). She encouraged the group to go to the interactive website and participate and explained the various committees within the initiative that will help bring together ideas and information from within all areas of the university, as well as outside campus. There will be town hall meetings where faculty, staff, and students will be encouraged to attend, listen, and participate.

## **Old Business**

Charles Garbini, District #2 asked for an update about the access from Academy Street to the lot behind Pearson Hall. Mike Parisi explained that the main doors of Pearson remain unlocked and that the walk through should be accessible. The doors on the left of the building however, are closed at 6:00.

### **New Business**

- Doris Miklitz, District #11 is unable to continue in her role as the ACES representative at the UD Faculty Senate meetings. Mary Cleveland will serve as the ACES rep at the Faculty Senate meetings in the future.

### **Constituent Concerns**

#### **District #4**

- Robin Harbaugh said that the HR Liaisons were told that the vacation policy (460) and sick leave policy (431) have been revised. Days in excess of the maximum allowed will be accrued during the year and not be taken away until the end of the calendar year. UTime will show the available balances in excess of the limit throughout the year and will deduct any remaining excess as of December 31. Tom LaPenta confirmed that is correct.

#### **District #10**

- Susan Williams received a constituent concern about what to do if you see someone disregarding the smoking policy on campus. Tom LaPenta explained that the initial implementation of the policy will be to educate the campus with signage that is in the process of being put up. Employees should feel free to point out the policy to those seen smoking, especially at athletic events where there are many patrons from outside the campus who aren't aware.

#### **District #14**

- Alex Keen received a constituent concern regarding the rush hour traffic on northbound 896 getting much worse this year. Mostly it's just volume, compounded by drivers coming up the right lane and jumping in front of the line, but some days its DAST buses, street cleaners, garbage trucks blocking northbound traffic. "I know they're just doing their job, but does it have to be AT 8 am? It's scary because drivers will pass on the left, playing chicken with the oncoming traffic." Tom LaPenta indicated this concern should go to Rick Deadwyler who interacts with the city of Newark on such concern.
- A second constituent concern asked why there were 22 slots being sold to students living in the new apartment building that is adjacent to Trabant parking

garage when we have employees on wait lists to get into that lot. Stephanie will bring this up in her next parking committee meeting.

UPDATE:

**[Rind, Richard]** The parking for the building was not 'given', it was purchased back when monthly space was available in the garage. Employees had the same opportunity to buy permits for Trabant, but may not have acted quickly enough as there is now a wait list. We will be reviewing wait lists next week and expect movement in most, if not all.

**Announcements:**

The discussion about elections has been moved to the next meeting due to lack of time. Meeting was adjourned at 4:10 pm by Charles Garbini.