

Minutes – Jan 14, 2015

The meeting was convened at approximately 3:30 p.m. by Charles Garbini after a tour of the new dining facility and residential hall on Academy Street which was very impressive.

Members present:

| Member | District | Member | District |
|-------------------|----------|-----------------|----------|
| Mary Cleveland | 1 | Anthony DiPilla | 9 |
| Charles Garbini | 2 | Susan Williams | 10 |
| Anne DeCaire | 3 | Doris Miklitz | 11 |
| Robin Harbaugh | 4 | Stefanie Baxter | 13 |
| Christy Mannering | 5 | Alex Keen | 14 |

Members absent: Glen Loller #6, District #7, Michael Parisi #8, Krista Urbaniak #12

Others Present: Thomas LaPenta and Scarlett Hamm from Human Resources

Minutes

Old Business

Old minutes were approved.

- Alan Brangman responded to the question about the Rodney underpass and whether or not it will remain open now that Rodney and Dickinson are being removed. The answer is yes, it will remain open indefinitely as a West Campus connecting point.
- Regarding the Tobacco Free Policy on campus. Tom LaPenta reiterated that this policy is a gradual learning process that will involve up to a year of education as per a request from the Faculty Senate. There is the need for additional signage around the library and this will be requested.
- The question regarding a trash can that was removed from the south end of parking lots 33/34C and the issue of trash now collecting in the shrubs is still open and in need of a response.
 - This concern will go to Sylvester Johnson in Facilities.

New Business

- Charles Garbini suggests we take time to brainstorm on ways to contribute as a council toward policies and/or initiatives.
- Mary Cleveland from district #1 mentions the merit award system to help boost morale and recognize employees for exceptional work. Tom LaPenta explained merit award systems that have been tested out in the past. He explained the past systems didn't necessarily work and often the same people received the award each year. We are to brainstorm possible new methods as a council and bring ideas to the next meeting. One stellar item we already have are our education benefits and 20-year retirement here at UD which is something not to be forgotten.
 - Darcell Griffith can come to our next council meeting to discuss job descriptions as well as the compensation and classification systems in place.
- Tom LaPenta asked who would like to be added to the Grievance Advisory Board as an additional person was needed to make the board complete. Susan Williams volunteered.
- **Anyone who would like to nominate themselves for the Grievance Hearing Board may do so by supplying a synopsis of themselves. Nominations can be sent to district representatives and the representatives will forward them along to Tom.**

Constituent Concerns

District #10

- Is there a way for UD to review the procedure for spouses to get an ID for fitness centers without having to go into the center in person to get the forms? If this is not possible can we find a way to better communicate this for externals. Susan Williams says she will find out and share response with council.
 - [Davis, Earl] We are always in favor of streamlining processes and improving our customers' experience. With regard to the Employee-Spouse ID card, the issue has been fraudulent requests. Since we (ID Card Office) do not require requestors to show any proof of marriage, the process that evolved was for HR to vet the requests, and to issue an authorization form (the "white card"), which the requestor could then bring to the ID Office to be given an ID card. Likewise, the practice of asking the employee and spouse to visit HR and the ID Office together is intended as a measure to discourage casual fraud. The main benefit for people requesting the Spouse card is access to Carpenter Sports. Recreation Services, the business owner, does not want to lose

revenue or grant access inappropriately. We would be happy to discuss further with HR and Recreation Services to see if enhancements can be made to the process. If you would like further information, please let me know. Regarding the new IDs, more information will be forthcoming shortly for the distribution which will begin around mid-February. Most faculty and staff who have an active email account and are active in HR will be contacted, as will most currently enrolled students. An email communication will be sent very soon to everyone who has been selected to receive a new card, and a subsequent email will give them a suggested date and block of time to come to Student Services Building to pick up their new card. The date/time is just a recommendation to help us manage the workload – people are welcome to come in any time during open hours. All of the relevant information will be spelled out in the emails, and also reiterated in UDaily articles. We will also add it to the ID Card office website (<http://www.facilities.udel.edu/idcards.aspx>)

District #1

- Why is only garage parking interchangeable? For example, folks parking in the Perkins Garage can also park at the Center for the Arts Garage, but people who pay higher rates for gated lots don't have the same option of parking in different gated lots. Why is this?
 - [Rind, Richard] Most of the gated lots are in the central core so the thought process is we expect folks to walk short distances rather than move their car from Library gate to Amstel gate, for example. Perkins garage to CFA garage is a much longer distance, hence the policy that allows the interchangeable use. However, we also have the following additional parking options: Pearson parkers can park in CFA garage and gray, gold and red lots. Library, Academy, & Amstel gates can park in gray, gold and red lots.

District #4

- Parking behind Graham Hall, the Pearson Lot, doesn't feel safe. The lights seem to be dim. Can someone please check on this? Sometimes the lights brighten up when I'm in the lot --- are they on motion control? -- but it is usually not until I've already reached my car. The lights in the main area nearer the Student Services building seem bright but directly behind Graham Hall to the far right is not adequately lit.
 - [Rind, Richard] The lights on the pole at that end of the parking lot are very dim, and do go on and off for no apparent reason. I will submit a RFS form to have this corrected.

- A constituent has questions for HR and has been emailing without getting a response. Tom LaPenta says have her call him and he will set up a meeting to discuss the issue.

District #14

- Parking near student health and Robinson Hall is a disaster. There are no alternatives that aren't price prohibitive for most people. Until the construction is done how about they let people park in the gated lot. There are plenty of unused spots.
 - [Rind, Richard] Employees have the option to change their parking permit during the construction period; there is currently space in the Library gate lot and Perkins garage for employees who wish to change their parking permits. The cost difference between central permits and Perkins Garage, for example, is less than \$3 per paycheck if you pay via payroll deductions. In addition, a Perkins permit allows cross-use to the other 2 garages on-campus which may help when attending meetings, visiting Main St., etc.
- Why are the first floor doors of the ISE lab locked along Academy Street? Charles Garbini said he would check with the building manager.
 - [Wassmer, Ken] For reasons unknown, these doors were not included with the automatic door control system (Pro-Watch) used on the other exterior doors. This problem will soon be rectified as we have proposals for these doors to be automated in the very near future. I agree it does not make sense to have stairs at Academy Street side leading to doors with no access.

District #3

- A student fell and hurt their knee near Purnell Hall due to ice. Issue should be sent to Sylvester Johnson to find out if more salt can be put down in this area and other walk ways around campus.

Announcements

- Office of Equity & Inclusion helped Anne DeCaire open a new Nursing Mother's Room in McDowell Hall. Yay!
- Stefanie Baxter offers to look into the possibility to have the council tour the Mineral Museum at an upcoming ACES meeting.
- Mike Parisi will attend the next meeting to discuss the new UD ID cards.

Meeting was adjourned at 4:20 pm by Charles Garbini.