

Advisory Council for Exempt Staff (ACES)

November 15, 2017 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 |
|------------------|----------|-----------------|----------|
| Charles Garbini | #2 | Doris Miklitz | #11 |
| Robin Harbaugh | #4 | Stefanie Baxter | #13 |
| Glen Loller | #6 | Alex Keen | #14 |
| Cheryl Rodriguez | #7 | | |

Members absent: Mary Cleveland #1, Madelyn Mickle #3, Christy Mannering #5, Chris Bakowski #8, Vacant Seat #9, Susan Williams #10, Vacant Seat #12

Others Present: Michele Jones and Scarlett Hamm from Human Resources

Guest Speakers: Richard Rind and Jenni Sparks from Parking Services

Announcements and discussion:

- The UD Parking Services annual food drive has begun. There are donation barrels across campus. Charlie offered to house a barrel for the drive in Engineering. The following is a link to the UDaily article that was referenced in the meeting with additional details:
<http://www.udel.edu/udaily/2016/november/campus-food-drive/>
- The Thanksgiving UDrive Vehicle Check-up was offered again this year on 11/15/17. This service is a complimentary car inspection event open to all UD faculty, staff, and students. Vehicle Maintenance staff at the 403 Wyoming Road garage will perform a quick safety inspection of vehicles, top off fluids, check belts and wiper blades, and pressurize tires. A UD ONEcard is requested to access this service.
- The Trabant Parking Garage will be going gateless next August for the fall semester. There are no plans for additional garages in the immediate future due to cost. The vendors who completed the transition for Perkins and the Center for the Arts garages have merged to become the one company who has been hired to complete the Trabant conversion.
- Grotto's lot initiative – parking costs increased to discourage students from parking there instead of the intended Newark Patrons as the lot is intended
- There are six new buses being added to the UD bus routes. It will be 10-12 months until they arrive. They will replace the oldest buses and become the front-end buses. Routes will be tweaked and buses added to routes to decrease wait time.
- Drake Lab Colburn – plans have changed and this has become a higher priority.
- The centerline on Academy is a city project.
- *Attached are additional concerns and responses raised at this meeting and at the Parking and Transportation Committee Meeting of 11/10/17.*

The minutes from the September 13th meeting were approved.

Old Business

- Redistricting
 - There was discussion regarding alternate districting. Scarlett has sent out the Redistricting Worksheet which indicates the changes talked about at the November meeting along with the employee lists and emails for the new divisions. These changes will be voted on by the Committee at the next meeting.

- Alex suggested a UDaily article to advertise the vacancies in Districts #9 and #12 and solicit new representatives. He will follow-up on this after the redistricting is complete.
- Charlie announced that he has a representative to recommend to replace him as representative in his district.
- Emails to constituents – how to?
 - The “constituent email” conversation was tabled until after redistricting is complete.
- Update By-laws
 - This discussion was tabled until the next meeting because of time constraints.
- UDeserve It Discussion
 - This conversation was also tabled until the next meeting when Mary Cleveland can be present.

New Business

- Mandatory on-line trainings released in September:
 - There was discussion regarding the several mandatory multi-part trainings that are required at the beginning of the academic year such as the Sexual Misconduct/Haven training and Secure UD training. Concerns revolved around the timing of the trainings and their due dates, which come at a very busy time of year for most staff. A related concern was that staff who are unable to complete the trainings before the deadlines because of the season’s heavy work commitments may be negatively affected on their performance evaluations because of it. Glenn will talk to Ben Miller in IT about spreading out the trainings in the future. Doris Miklitz will follow-up with OEI Director Sue Groff’s response to suggestions for altered timing of their trainings.

Constituent Concerns

District #2

- Charlie introduced a constituent concern regarding a recent NY Times article, which raises some “interesting questions” about the integrity of some of TIAA’s business and sales practices and requests a candid response and follow-up communication from UD to plan participants. The following is a link to the article: <https://www.nytimes.com/2017/10/21/business/the-finger-pointing-at-the-finance-firm-tiaa.html? r=0>
 - *The following is the response:*
In light of the recent New York Times article, the University understands your expressed concerns. We also saw the NYT’s article and immediately started discussions with TIAA. The University has appointed members to two committees that are responsible for the selection of investment vehicles and service providers for the University’s retirement programs. TIAA’s responses to the article’s allegations will be shared with the members of these committees. In considering these responses, the committees will take into consideration the terms, conditions and fees under the University’s agreements with TIAA.

Decisions with respect to the retirement program changes, including the retention of TIAA, were made in accordance with a rigorous due diligence process that started more than three years ago. This process also included the review of responses from a number of providers to a request for proposal issued and evaluated by a third-party consultant. Needless to say, the committees see their oversight obligations as on-going, and will

continue to monitor the selected investment line-up, the performance of TIAA, as well as the expenses of administering the retirement programs.

District #14

- Following up on the concern regarding a better location for the War Memorial currently in the UD work yard. Alex reported that Mike Loftus said that Facilities will find a new home for the War Memorial or it will be returned to outside of Mitchell Hall, where it was originally located, after construction on The Green is completed. Alex offered to speak to the committee about Veterans issues if the group is interested.

District #13

- Stefanie Baxter questioned why there is a cost for the flu shot at STAR Campus when anyone can go to Walgreen's and get a flu shot free. The following is the response from HR Benefits:
 - Simply stated, that is the design of the HMO plan. With an HMO plan, you pick one primary care physician, and all of your health care services go through that doctor. That means that you need a referral before you can see any other health care professional. Coordinating health care through a primary care physician makes for a more cost effective system, thus the lower premiums an individual on an HMO plan would see versus someone on the comprehensive PPO. Whereas the individual on the comprehensive PPO would see greater flexibility, not having to designate or go through a primary care physician, and the ability to go in and out of network for services. Furthermore, the claim for a flu shot given at a pharmacy versus a doctor's office would also process differently, as there is a doctor's visit associated with the shot.

District #11

- **Doris reported that there are several lights out outside of the library and asked how to go about getting them fixed.**
 - Facilities will fix these.

The meeting was adjourned at 4:12pm by Doris Miklitz, council president.



MEMORANDUM

Date: November 22, 2017
To: PTAC
From: Richard Rind
Subject: Constituent Concerns from November 10th Meeting

Please find below the constituent concerns raised at the recent meeting:

Graduate Students – asked about a UD authorized handicap permit as DMV takes too long to issue temporary handicap permit.

A – We are not authorized to provide handicap parking privileges, only the state can do that. Suggestion was to go to DMV as this may be handled during that visit.

SGA (Undergraduates) – asked if it was possible to pay with UD Flex at parking meters.

A – The meters do not have that capability but this may be possible at the kiosks; we will check with the vendors to see if this is doable.

Asked about the possibility of offering parking discounts to veterans and/or active military personnel, other schools have done this (JMU, UVa)

A – we have consistently turned down all requests for parking discounts for groups of parkers to avoid being placed in the position of picking and choosing which group is worthy of a discount and which one isn't. Two committee members indicated they would support the military discount; we will take another look at this topic this summer.

Resident Student Association (RSA) – asked if it was possible to extend the period to pay a citation to 30 days, from 15, to allow students to receive a paycheck to help them pay.

A – We will consider this change during our annual policy review process.

Asked if a resident student that is student teaching for the semester can buy a Night/Weekend permit instead of a resident student permit since their car is off-campus during the entire weekday restricted period.

A – Current policy does not allow for on-campus resident students to purchase this permit. We will consider this change during our annual policy review process.

ACES – Can departments be issued single validation codes that allow multiple uses over a period of time with billing to occur after the fact based on actual usage?

A – This is already possible and we have made this type of arrangement for special events; we don't recommend this practice generally as it invites staff to use the code which would then be billed back to the department, which is not the intent of the program.

A request was made to add a crosswalk on Delaware and for jaywalking to be enforced.

A – Delaware Ave is a state road so the request to add a crosswalk should be directed to DelDOT. UDPD and City of Newark police are responsible for enforcing jaywalking laws.

A request was made to add EV charging to lot 37C Amstel Lot

A – In conjunction with the Sustainability office, we are actively seeking to add chargers to all permit areas/price points.

A request was made to lower the meter height as many seem too high for shorter patrons to use.

A – We are aware of this issue and have begun adjusting meter heights campus-wide to conform to ADA regulations.

A concern was raised over the width of spaces in Amstel lot

A – We are aware that several areas of campus have spaces that are narrower than the UD standard of 9 feet. We have begun making these corrections campus-wide.

A concern was raised over standing water and broken glass in lot 53C, the gated portion of Pearson Lot.

A – We will have the glass removed ASAP and will review the water issues in the lot and correct as appropriate.

NESAC – Center for Disability Studies has water pooling (and subsequent freezing) issues at their 461 Wyoming Road site which is a safety concern.

A – Previous attempts have been made to solve this problem and we will make an additional attempt.

Facilities Representative – There is some confusion on the meaning of our sign that accompanies handicap space signage that has a UD logo and then the words 'permit required'. Does this mean a UD permit is required or is it simply a display of our logo and then an indication that a HC permit is required?

A – I explained that it means a UD permit is required along with a permit or plate that indicated state HC privileges. We will review the wording to determine if a change is needed.

SARH SV spaces on west side of the building are behind locked UD gates, negating their usefulness.

A – We recommend contacting Grounds to see if staff needing access to this area can be provided keys to the UD gates.

In DuPont/Mckinly loading dock area there is a lack of SV spaces so they have been instructed to use loading dock areas. However, the docks appear to be in fire lanes; is it OK to park there?

A – We will investigate and get back to you.

Perkins fire lane has a shortage of SV spaces and high vehicles cannot use the SV spaces in the garage; where should they park? They have been told that they cannot use the parallel spaces in Public Safety's parking lot.

A – The closest available SV parking for high vehicles are Alison and Rodney. We haven't been able to identify a way to add uncovered SV spaces to the Perkins area.

The metered spaces behind the two houses on Delaware Ave near the Grotto's lot have trees hanging in the parking spaces causing damage to vehicles. Also, the way those spaces are striped present the possibility of being blocked in if all stalls were occupied.

A – We will review these areas and make any adjustments that are necessary.