

Advisory Council for Exempt Staff (ACES)

March 13, 2019 Meeting Minutes

Room 015R Perkins Student Center

Glen Loller convened the meeting in the absence of the president at approximately 2:30 p.m.

Members present:

Member	District	Member	District
Dan Severson	#1	Doris Miklitz	#7
Kim Clark	#2	Cheryl Rodriguez	#9
Pamela Niemann	#4	Cathy Corsi	#10
Zack Jackson	#6	Glen Loller	#11

Others Present: Wayne Guthrie, Brooke Minor, Jennifer Brown and Scarlett Hamm from Human Resources and Karen Greco of Civil & Environmental Engineering (representing District #5 for Crystal Maccari).

Absent: Brooks Raup #3, Crystal Maccari #5, Mary Ford #8, Chris Bakowski #12

After welcome and introductions of Pam Niemann, new District 4 Representative, the minutes from the January meeting were approved as posted.

Old Business

- Kim Clark sent a reminder to the committee to review and suggest changes on the ACES Constitution Google doc draft by 3/22 with the plan to ratify it at the May meeting.
- Scarlett reported that it is election time for odd numbered districts. Between now and the end of April, Scarlett will send emails to solicit for new representatives. There was discussion about ways to get others involved who are not currently involved.
- Cheryl Rodriguez added a file to the ACES Google Drive that lists the ACES committee members with term information. Committee members were asked to assist with filling in any blank information/dates on the chart.

New Business

- The Disability and Grievance policies have been updated. Under the new policy employees must be in an active status and have completed one full year of service in order to receive salary continuation during the waiting period for long-term disability. Under the revised Grievance Procedures, employees can no longer grieve terminations.
- Talent Link, the new applicant tracking system, has been launched and will streamline the application experience, make metrics and job description templates more easily available, and improve processes for hiring managers, JED approvals, and advertising. Trainings have been offered by HR and usage is underway.
- The new overtime proposal is a federal change and is out for comment. The soonest that a determination is expected would be the end of the calendar year.

- Zack reported on the March Faculty Senate Meeting. Some of the major topics included freedoms of inquiry and expression and an open hearing on March 11 for the grade forgiveness/Dean's List change. Additional information can be found in the minutes of the meeting at the following link: <https://sites.udel.edu/facsen/minutes/>

District #2 – Kim Clark

- Is there any additional information on the 12-week paid parental leave policy yet?
 - HR is working on a plan and hopes to have a determination by summer 2019.
- HR reports in Cognos – Department administrators need access to run departmental HR-related reports in Cognos, on information such as LAM distributions, last pay date, etc.
 - For access to HR data, send an email including the department tree node they need access to, as well as supervisor approval, to hr-it@udel.edu.
 - For access to LAM data, send an email including the department tree node they need access to, as well as supervisor approval, to hr-it@udel.edu and lam-system@udel.edu.
 - Once the request has been made, HR and Payroll will work with IT to get the access created.
- Is there a way to make ELC more affordable for employees? There is also a concern about the large number of professional development days when the center is closed to students.
 - The ELC is unable to provide discounted rates to employees at this time. Teachers are provided Professional Days to stay abreast of current issues in early childhood education to ensure that the ELC continues to be a high-quality program for children, families, the State of Delaware and for UD students.
- Not a lot of support in HR for employees retiring until they have actually signed the paperwork for it. Constituent was asking for more of a personal touch.
 - Wayne Guthrie: thank you for the information. It will be addressed.
- Constituent requested more spots for electric vehicles
 - Parking Services is working on this.

District #5 – Crystal Maccari

- Concern from the College of Engineering regarding the lack of housing availability for traveling scholars/visiting student scholars. Short-term housing rentals are nearly impossible to find.
 - The question will be emailed to Peter Krawchyk/Marci Hutton and/or Jim Tweedy, Director of Residence Life and Housing for follow-up.

Parking and Transportation concerns from various districts addressed at the April 11th P&T Meeting.

- I have a concern I would like addressed. I work in Pearson Hall and each afternoon around 1-1:30, many facilities staff gather behind the building at the loading dock and pick each other up to carpool back to the red lots with other employees that work there. They have done this for many years, but over the past few months, I have noticed that while they wait, they have started to park their cars in the spots in the Pearson Lot leaving none available for employees returning from lunch who have permits to park in that lot. Additionally, when those spots are full, they haphazardly park their cars in any available space, sometimes blocking access to service vehicle

and handicap parking. I would like to have Parking Services send parking enforcement to the lot during this time to make sure that safety and parking rules are being followed at all times.

- The Pearson Lot. Parking Services is to meet with the head of the custodial staff to see if there is a way to resolve it.
- There is an area over by Lerner Hall where students are always pulling over to pick up and drop off their friends. It is right outside Lot 46 and it creates a lot of traffic in that area. Can a cutout be placed in that area so that the cars can pull in and not block the street?
 - The City of Newark is aware.
- STAR Campus. No one seems to know where they are allowed to park, especially when there is a big event. It is a giant parking lot, yet there seems to be no spaces for anyone to park in.
 - If you are having a large event down on STAR campus, whoever is running the event just needs to get in touch with Parking and they will let them know where they can park. Apparently, there are many available areas, but you need to know which ones you can use. Maps are available.
- The stop sign at the entrance of Lot 53 from Delaware Avenue needs more control. Possibly having a police presence, giving out tickets, blinking red light, speed bump, painted stop sign, etc. - something is needed. Traffic blows through that sign constantly, including UD vehicles. This is a blind corner with people walking and cars coming up the other way to look for spots in the first row. I personally have almost been hit several times. I also have video of the many UD vehicles I am following. I have contacted UD Police, Parking Services and many times the department of the UD vehicle that ignores the sign. Nothing seems to be done about it.
 - The entrance stop sign by Pearson: Parking and Transportation will ask UDPD to monitor the situation for a while, and if tickets need to be given out, they will give out tickets. Once they do that, they will try to figure out if there needs to be another option put in place there.
- Has Lot 37 been re-striped? The lines seem very close together and it seems very tight to park.
 - Lot 37 parking spots. The spots should be 9'x18', that is industry standard. It was brought up in the meeting by someone else who parks there, that the spots in the middle of the lot do seem smaller than the spots that are on the perimeter of the lot. Parking is going to make sure the spots are the right size and if not, they will re-do them.
- The public transportation that feeds into the campus offers unreliable service from a minimal number of residential areas in the surrounding area. The only reasonable expectation is that staff must drive to campus in order to get here reliably. In such a system, it is unreasonable to charge staff for parking. I request that we either loosen the requirement that staff be here at specific times to accommodate the unpredictability of public transit or remove the fee for staff to park on campus.
 - Public transportation feeding onto campus. There has actually been a committee formed called TriP that consists of the City of Newark, UD, DART and some traffic planners to look into this situation. The goal is to improve the public transportation system in and around Newark, where someone can just hop on and off a bus, even in the outlying areas around the city. It is on the agenda for this month's City Council meeting. Unfortunately, there will still be no free parking.

There were no new announcements.

The meeting was adjourned at approximately 3:35 pm.