

# **Non-Exempt Staff Advisory Council Meeting Minutes**

## **Meeting Minutes: October 15, 2014**

### NSAC Members Present:

Dawn Byrd – District 1  
Susan Zarebicki – District 6  
Eunice Wellons – District 7  
Ladonna Miller – District 8  
Kimberly Doucette – District 9  
Cathy Corsi – District 10

### Members Excused:

Kathy Murphy – District 2  
Staci Truitt – District 3  
Derrick Allen – District 5  
Sandy Bradford – District 11  
Lisa Collins – District 13

### Others Present:

Tom LaPenta – CHRO, Human Resources  
Scarlett Hamm – Human Resources  
Peggy Bottorff – Associate Provost/Chief of Staff  
Paul Pusecker – Senior Business Officer/Arts and Sciences  
Don Sparks – Professor – Plant & Soil Science/Biochemistry& Chemistry/Civil  
&  
Environmental Engineering  
Katie Holden – Office of the Provost/Financial Analyst  
Tripp Shenton – Chairperson – Civil & Environmental Engineering

Peggy Bottorff spoke to us about how the environment in higher education has changed so the University has to deal with the way it is delivering education. The University's new initiative is "Delaware will Shine" and there are over 100 UD community members involved who are meeting with constituents, employees, students and community members. There is an Executive Committee that helps coordinate the working groups and they meet regularly to discuss the findings of each group. The website is [www.udel.edu/shine](http://www.udel.edu/shine).

Don Sparks also spoke to us about Delaware Will Shine and what his role in the program is, as he is on the Executive Committee. He stated that he is interested in hearing what everyone's different opinions are regarding this new initiative and told us we could go the website and submit any questions or concerns.

Paul Pusecker is part of the Resource Analysis Working Group and his group is gathering information on the areas of greatest importance that the University should be focusing on and are those plans sustainable.

It is part of the New American Resource University which looks at the strengths and weaknesses of the university. The group found strengths in the ISE Lab, the STAR Campus, Charter Flexibility, Financial Stability and Strong Endowments. Weaknesses are Diversity, more Alumni involvement, and becoming a flagship institution. We are the only school not affiliated with a medical or law school.

Ideas from constituents so far include providing a co-op program between the community and UD students, provide internships at the STAR campus, enlarging our presence down State, more online education, more night classes offered, increasing summer activities to utilize the residence halls that are not being used.

Minutes from August meeting were approved.

### **Old Business**

None.

### **New Business**

Susan Zarebicki, Dawn Byrd, Ladonna Miller, Cathy Corsi and Eunice Wellons were asked to form a committee to look over the NSAC by-laws to have the term limits for representatives changed from a two year term to a four year term. Vote will be taken at the next meeting.

Greg Oler will be the new V.P. of Finance and University Treasurer. He starts November 1, 2014.

### **Constituent Concerns**

When will there be signs posted in front of the Library regarding the campus being a tobacco-free campus? The smoking continues and cigarette butts are left on the ground. Tom stated that signs are being put up slowly around campus and hopefully, should all be in place soon.

The entrance/exit from the Library onto S. College Avenue is now two-way but it is very hard to see to pull out because of the brick walls there. Can it be made into a one way exit with the entrance being the entrance located further down S. College by Laurel Hall? This way there is one way into the parking lot and one way out. The concern here is that with the entrance being down by Laurel Hall and the traffic light right there, it would cause too much congestion in that area, so it is something that may not be able to be done. The brick walls on either side of that exit/entrance by the library have been there for many years, so taking them down is also not an option.

In the parking lot next to the Library, Lot 34C, there are several spaces with parking chocks (wheel stops) that are broken making it a potential hazard when pulling in. Can these be fixed? This issue will be referred to Parking and Transportation.

Why can't you find your job description on the HR website? Job titles are listed, but no description of the job itself. Also, the pay scale range is posted so there is a concern that people can go on there and see what others are making.

The next meeting will be December 10, 2014.

Meeting was adjourned at 4:00 pm.

Respectfully submitted,

Cathy Corsi