

**Classified Senate – FY 2010-2011 - Ohio University  
Minutes June 16, 2011**

<b>Present:</b> Behm-Geddes, Cheripko, Dearth, Forshey, Fulk, Hutchison, Inman, Jenkins, Jordan, Martin, Meeks, Mulligan, Stoltzfus, Walker, Winchell, Woods, Young
<b>Excused:</b> Bell, Lape, Pettit, Ramsay
<b>Absent:</b>
<b>Guests:</b> Mike Angelini, Pam Daley, Barb Duncan, Kim Hayden, George Mauzy, Patricia Palmer, Marty Paulins, Traci Pryor, Becky Watts

<b>Topic</b>	<b>Response</b>	<b>Comment</b>	<b>Follow-up</b>
Call to Order	Cheripko, Chair	Meeting was called to order at 10:17 am.	<a href="mailto:cheripko@ohio.edu">cheripko@ohio.edu</a>
Roll Call	Meeks, Secretary	Roll call by Meeks, Secretary.	<a href="mailto:meeksa@ohio.edu">meeksa@ohio.edu</a>
Secretary Report	Meeks, Secretary	No changes to May minutes. Motion to approve by Hutchison and seconded by Woods.	<a href="mailto:meeksa@ohio.edu">meeksa@ohio.edu</a> To view previous meeting minutes visit <a href="http://www.ohio.edu/csen/">www.ohio.edu/csen/</a>
Treasurer Report	Walker, Treasurer	No changes to May report. Motion to approve by Young and seconded by Dearth.	<a href="mailto:walkers1@ohio.edu">walkers1@ohio.edu</a>

EOTM		No presentation yet for June.	
	Martin Paulins	<p>Paulins is Director of Transportation and Parking and was present to give an update on the pay-to-park policy. The intention is to make the transition as simple as possible.</p> <p>The Pay to Park Revised Policy draft is attached to these minutes. If employees haven't reviewed it, they should do so before reviewing this section of the minutes. The discussion that took place about parking rules doesn't include all aspects of the policy.</p> <p>Employees can also look for an announcement in Compass, which will provide a FAQ to help implementation go smoothly. Classified Senate will send out a notice to its constituents when Compass story runs.</p> <p>Some permits will be expiring. Employees who have a Dark Green 2009 (DG09) permit will have to renew their permits. A campus-wide notice will go out reminding employees to renew their DG09 permits. The expiration date can be found on the hangtag and employees will renew as normal by going to Parking Services and retrieving their new hangtag. A Dark Green 2010 (DG10) permit doesn't expire and employees with this permit will not have to renew.</p>	

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There is a link to FAQ on Parking Service's web page at [http://www.facilities.ohiou.edu/parking/documents/P2PTransitionDescriptionandFAQ\\_002.pdf](http://www.facilities.ohiou.edu/parking/documents/P2PTransitionDescriptionandFAQ_002.pdf).

The following are answers to the many questions asked **during this discussion**:

Q: How does "opting out" work?

A: Employees **can** opt out of the pay-to-park. The period of time to do this will be July 1-July 31. Examples of employees who may opt out include shift workers, husbands/wives, carpoolers, and those who live in town. Opting out means employees will have to turn their permit into Parking Services. A majority of employees will keep their permit and have the deduction taken from their checks. Employees who opt out will keep the \$150 base raise. It will **not** be removed from their base once Parking Services or Payroll assesses that they opted out.

Starting July 1, employees will be able to log into their account on Parking Service's web site and opt out of parking. This includes an electronic signature. Employees are also required to hand over their hangtag to Parking Services. Only after this occurs, will Parking Services forward to Payroll so that the deduction will not happen. Opting out should be done online but if employees are unable to do so, they may use the kiosk at Parking Services.

Q: What about new faculty members (hired this summer)? What if they don't opt out before the deadline?

A: New faculty may encounter conflict with the July 31 deadline and Paulins said that Parking Services will work with these people. An example would be someone who secures housing in town and decides to opt out. Parking has always been included in the orientation process for new employees and the availability to opt out will become another aspect of this process.

Q: When does payroll deduction begin?

A: For those who do not opt out, the first payroll deduction will be October 1. This is based on 20 pay periods at \$7.50 each pay.

Q: How will Baker Garage permit holders be affected?

A: Baker Garage permit holders pay \$800 yearly. In the past, their permits allowed them to park in Dark Green and Purple lots. This is no longer the case and they will be required to pay the \$150 to park in Dark Green or Purple lots. If these permit holders opt out of the outside parking, they will be notified on the exact procedure about no longer being permitted to park in Dark Green or Purple. An option for these employees is to purchase daily permits (see pay-to-park rules) on the days that they may be required to drive to other parts of campus.

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Q: What about seniority lots?

A: The seniority system for parking is being eliminated. There have been no assignments in the seniority lots for two years. Current permit holders are grandfathered in and the fee remains the same as lower lots at \$150. When it comes time to assign new permit holders to these lots, Paulins said that the Parking Committee will be able to weigh in with suggestions on how this will actually work. As of now, no new placements will occur. Only the current permit holders will park there next year.

Q: Do regional campus employees have to pay?

A: Regional campuses are not included in the Athens Campus payroll system and therefore are not receiving the base \$150 raise. Their current permits will become null and void and they will need to purchase daily parking. Departments are not permitted to purchase visitor permits for regional campus employees. Regional employees who regularly come to campus should contact Parking Services for more details.

Q: Does this change visitor parking?

A: Visitor parking rules remain the same. See Parking Service's web page for full instructions at [http://www.facilities.ohiou.edu/parking/other\\_permits.htm](http://www.facilities.ohiou.edu/parking/other_permits.htm).

Q: Can employees park during the summer after they opt out, since the payroll deductions aren't taking place until Fall?

A: Employees who opt out of parking can still park in their lots through the end of the summer, providing they arrange it with Parking Services. Anybody interested in doing this should probably arrange it when they turn in their hangtag between July 1-31. Paulins said this could be arranged at no charge. Note that parking is enforced in all lots during the summer and there are no open lots anymore. This changed about three years ago. If employees opt out, they will not be able to park through the end of the summer without obtaining a temporary permit from Parking Services.

Q: How will pay for parking work for temporary employees?

A: Career Connections (temporary) employees will need to arrange parking and fee will be prorated since they aren't permanent employees. If employment doesn't last as long as intended, they will be eligible for a prorated refund. Monthly rate will be \$12.50 (\$150/12 months). Current temporary employees will be contacted regarding this change and future employees will begin paying the fee.

Q: Summer student workers now have to pay for parking. Can this be reviewed?

A: Student employees who are working over the summer are required to purchase parking (fee is \$35). This was implemented last year (called "work permit") and is also required for winter intersession. Discussion took place about students who are making minimum wage

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over the summer and then being required to pay (when it used to be free). Paulins explained that there are also student workers who are also taking classes and it wouldn't be equitable to other paying commuters.

Q: The wording in the Pay to Park Revised Policy for the section "Benefit Eligible Staff" on page 1 includes confusing wording about "priority lots." Can you change this?

A: This will be changed to more accurately reflect "current permit holders only" to help tie in with the separate section for "Motorcycle & Seniority (now referred to as Priority) Parking" on page 4.

Q: Will employees still be able to park in priority lots after 5:00 pm?

A: Yes, Employees will still be able to use the priority lots after 5:00 pm providing they display their faculty/staff permit. Those who opt out will not be eligible because they turn in their permit.

Q: Will you add more handicap spaces?

A: Handicap spaces are an issue. More spaces in the priority lots will become handicap spaces so that Ohio University is in compliance with the state. Scott Quad is a good example of where this has already happened. Other priority lots such as Hudson Health Center will be assessed and employees should expect to see more handicap spaces added to them.

Q: If someone (ie shift worker) opts out, will they be able to use the "open" lots?

A: Shift workers who opt out are eligible to park in the open lots. Employees are encouraged to review Parking Service's web site and determine which lots are open and when.

Q: Reserved spaces and ROTC vehicles are a problem. Some vehicles are taking up regular spaces when their reserved spaces remain empty. Can this be fixed?

A: Reserved spaces and state vehicle spaces are high priority on Parking Service's list and they are examining the number across campus. The Parking Committee will also review the current number of spaces and will be asked to provide recommendations for a resolution. Paulins is aware that there are vehicles that rarely move from the spaces and is willing to work with the Parking Committee to determine an alternative spot for these vehicles. Ohio University's current fleet has been reduced.

Paulins added that there are 550 dedicated spaces across campus. This is a high number because they are free. Departments don't have to pay for them. Implementation of a fee connected with these spaces will probably reduce this number because departments may not be willing to pay for them. Paulins anticipates this number plummeting.

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		<p>Q: What about the gravel lot in the Stocker area – can employees park there if spaces are full in regular lot? A: OU’s Design and Construction office would have to weigh in on this. Their preference is to have more green space (less parking spaces).</p> <p>Discussion took place about special events and how employees can know ahead of time when lots will be closed. A special event would be categorized as anything scheduled by Event Services.</p> <p>Q: How many spaces are there on campus? And how many employees? A: There are approximately 6,400 spaces on campus and approximately 3,400 employees.</p> <p>Q: Will retired employees be charged for parking? A: Retirees will be required to purchase parking. See page 1 of policy under “Non-Benefit Eligible Staff” and retirees is last bulleted item.</p> <p>Q: How do current handicap permit holders display both their handicap permit and faculty /staff permit? A: Handicap permits should be displayed along with commuter/faculty staff hangtags. Both should be hung from rearview mirror with handicap permit behind the staff permit.</p> <p>Q: The area known as the “gulch” at OUCOM is being used by patients because they cannot find handicap spaces. Will this be looked at? A: Yes, this will be addressed along with the other handicap spaces across campus.</p> <p>Q: If a Baker Center Garage permit holder also has a handicap permit, will they be able to park in other handicap spaces on campus? A: Only if they purchase the \$150 permit. They would not be able to park in OU handicap spaces without displaying the proper permit for that lot along with their handicap tag.</p> <p>Q: Will the OUCOM (privatized portion) employees be required to purchase parking? They don’t fall under the payroll deduction system. A: Yes, they will be required to pay the fee upfront.</p>	
Chair Report	Cheripko	Cheripko reported that it has been a good but busy year. He thanked senators for their hard work and specifically commended the committees. The brown bag series has been successfully expanded, coverlet sales are up, and sick leave donation policy draft is underway.	

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		Chair-elect Winchell announced two more senate applicants: Jane Boney and Cheri Sheets. Cheripko motioned to elect both and vote was unanimous.	
Committee Reports		<p>Committee A: Service Awards planning is in process and date has been set for September 27 in Baker Ballroom. Cheripko will ask for monies to help with increase in cost of holding awards since last year's was over budget.</p> <p>Committee B: There were no available volunteers to work the coverlet sales table at graduation. Committee will try to plan for this next year.</p> <p>Committee C: Working on sick leave donation policy draft. Committee meets immediately following senate meeting and will review comments and results from the survey. There were over eight pages of comments and over 200 respondents.</p> <p>Cheripko reminded committees to provide a summary of year's accomplishments.</p>	
	Mike Angelini	Angelini provided brief budget update. Board of Trustees meets next week. There is no indication of a problem with OU's proposed budget although the state budget has not been approved.	
	Linda Lonsinder	<p>Lonsinder provided Winchell and Cheripko a list of ERIP/VESP which includes a breakdown of departments and positions.</p> <p>There are three classified employees who are being displaced. All are in the process of being placed into vacant positions and there will be no bumping. Placements will be effective July 1.</p> <p>Cheripko asked Lonsinger to look into whether there were any temporary positions that were made permanent. She followed up with Gwen Books and reported that there were two positions that began as temporary and will be made permanent.</p> <p>Cheripko also asked Lonsinger to look into whether departments were holding off until after June 30 to post positions (after placements have occurred). Lonsinger will research this.</p> <p>A brief discussion took place about the backfill process for the ERIP positions. Lonsinger reported that staffing plans are influx right now. The earlier projected 60% backfill estimate was based on information for all positions, not just classified. So there is no way to know the exact number of classified positions that will be filled.</p>	
	Becky Watts	<p>A recommendation will be made for the Director of Sustainability position and could be very soon.</p> <p>There are some rumblings in Columbus and some talk of a 0% cap.</p>	

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		<p>Regarding the tuition increase, Ohio University is watching Pell very closely at the federal level. State support (OCOG) will work closely to make sure a tuition increase won't unfairly affect that group of students. There must be increased institutional aid to match the tuition increase. This also includes merit-based awards.</p> <p>Everyone is encouraged to monitor the results of the Board of Trustees meeting. The final budget should be receiving approval.</p>	
Old Business			
New Business			
Next Proposed Meeting Agenda/Topics			
Meeting Adjourned		Motion to adjourn by Hutchison and seconded by Jordan. Meeting adjourned at 11:38 am.	
Next Meeting Date/Time/Place		July 21, 2011, Lee's Banquet Haus (Retreat) Senators only	
Respectfully submitted by Amy Meeks, Secretary, Administrative Associate – Athens Campus			

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<b>Committee A - Professional Development, Public Relations, and Mentoring</b> Meeting minutes -
<b>COMMITTEE B - Coverlet/Scholarship Committee Meeting</b> Meeting Minutes -
<b>COMMITTEE C - Hiring and Promotion, Benefits and Compensation, and Policy and Procedure</b> Meeting Minutes – June 16, 2011 Present: Jenni Young, Amy Meeks, Jackie Forshey, Tami Walker, Bonnie Behm-Geddes, Joyce Mulligan