

Council of University System Staff
 Council Meeting Minutes - Final
 May 24, 2016 – University of Maryland Baltimore County

P = Attending by Phone

Bowie State University		
	Trish E. Johnson	Primary
X	Trenita Johnson	Primary
		Alternate
		Alternate
Coppin State University		
	Steve Delice	Primary
	Sherrye Larkins	Primary
X	Tim Casey	Alternate
X	Yvonne V. Cook	Alternate
Frostburg State University		
	Reid Bluebaugh	Alternate
X	Jesse Ketterman	Primary
	Rubin Stevenson	Primary
	Stacy Wassell	Alternate
Salisbury University		
X	Lisa Gray(Vice Chair)	Primary
X	Paul Gasior	Primary
	Teri Herberger	Alternate
X	Kim Meyer	Alternate
Towson University		
	Mary Hickey	Primary
	Jayne French	Primary
	Deniz Erman	Primary
		Alternate
		Alternate
		Alternate
University of Baltimore		
	Eric Jones	Primary
	Michelle Junot	Primary
	Keiver Jordan	Alternate
		Alternate
University System of MD Office		
X	Chevonie Oyegoke	Chancellor's Liaison to CUSS
X	John Wolfe, Jr.	Primary

University of Maryland, Baltimore		
X	Amanda Azuma (Co-Secretary)	Primary
X	Kevin Watson	Primary
X	Bill Crockett (Past Chair)	Primary
X	Angela Hall	Alternate
	Carl Jackson	Alternate
Univ. of Maryland Baltimore County		
X	Laila Shishineh	Primary
X	Sheryl Gibbs	Primary
X	Kevin Joseph (Co-Secretary)	Primary
	Tom Penniston	Alternate
X	Arthur Bezwada	Alternate
	Victoria Lloyd	Alternate
X	Kathy Miller	Guest
X	Dottie Caplan	Guest
UM Center for Environmental Science		
		Primary
X	Curtis F. Henry	Primary
University of MD, College Park		
X	Dana Wimbish (Chair)	Primary
X	Dylan Baker	Primary
X	Sister Maureen Schrimpe	Primary
	Willie Brown	Ex-Officio
	Debbie Grover	Alternate
X	Sarah Goff-Tlemsani	Alternate
	David Klossner	Alternate
University of Maryland Eastern Shore		
X	Chenita Reddick (Member At	Primary
		Primary
		Alternate
		Alternate
University of MD University College		
	Lindsey Brown	Primary
X	Debby Mathis (Member At	Primary
	Candace Johnson	Primary
	Cynthia Steele	Alternate
	Jade Walker	Alternate
X	Mark Freeman	Alternate



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14000 Jericho Park Road
Bowie, MD 20715

Coppin State University
2500 W. North Avenue
Baltimore, MD 21216

Frostburg State University
101 Braddock Road
Frostburg, MD 21532

Salisbury University
1101 Camden Avenue
Salisbury, MD 21801

Towson University
8000 York Road
Towson, MD 21252

University of Baltimore
1420 N. Charles Street
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*University of Maryland,
Baltimore*
620 W. Lexington Street
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*University of Maryland
Baltimore County*
1000 Hilltop Circle
Baltimore, MD 21250

*University of Maryland Center
for Environmental Science*
P.O. Box 775
Cambridge, MD 21613

*University of Maryland,
College Park*
College Park, MD 20742

*University of Maryland
Eastern Shore*
Princess Anne, MD 21853

*University of Maryland
University College*
3501 University Blvd. East
Adelphi, MD 20783

*University System of Maryland
Office*
3300 Metzgerott Road

AGENDA
May 24, 2016

UMBC
Albin D. Kuhn Library, 7th Floor
10:00 a.m.

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Call to Order

1. Welcome and Introductions

- **Dr. Philip Rous, Provost & Senior VP for Academic Affairs**

2. Consent Agenda

<https://coppineagle.sharepoint.com/teams/CUSS/ARC/2016>

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3. Approval of Minutes from April Meeting

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4. Chair's Report

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5. Chancellor's Liaison's Report - Chevonie Dyegoke

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6. Committee Meetings

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7. Committee Updates

- **Benefits and Compensation**
- **Board of Regents Awards**
- **Communications and Marketing**
- **Legislative and Policy**
- **Executive Committee**

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8. Old Business

- **Items moved off of Consent Agenda**
- **Nominations for Executive Committee**

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9. New Business

- **UMBC Governance Structure**

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Conference Call Information
Dial-in Number Participant: 1-877-985-0523
Access Code: 4347996

Call to Order

1. Welcome and Introductions

- **Dr. Philip Rous, Provost & Senior VP for Academic Affairs**
 - i. Dr. Rous expressed his greetings and thanks for our service and the service of all staff
 - ii. Discussed the sense of community at UMBC
 - iii. Talked about
 1. New building projects at UMBC
 2. UMBC 50th Anniversary in 2016
 3. Adoption of new strategic plan
 4. On-going Middle States review – site visit in November, 2016

2. Consent Agenda

<https://coppineagle.sharepoint.com/teams/CUSS/ARC/2016>

3. Approval of Minutes from April Meeting

- Motion to approve by Sister Maureen Schrimpe, John Wolfe, Jr. seconded; approved by consent

4. Chair's Report

- 2.5% Merit in final budget – in effect in July 2016
- In light of some additional funding, revisiting building projects at various institutions
 - i. Report due June 30, 2016
- Possible rebranding of USM logo
 - i. Too close to UMCP logo
 - ii. Who has final approval of logo? Unsure
- 2020 will be conclusion of current USM strategic plan
 - i. At midpoint now
 - ii. Survey sent out around 5 themes to shared governance groups at each institution
 1. If anyone have comments, send to Dana Wimbish
 - iii. Will present BOR Staff Award nominees at June BOR meeting

5. Chancellor's Liaison's Report – Chevonie Oyegoke

- Fair Labor Standards Act (FLSA) update
 - i. Provided history
 - ii. Highly compensated employees earn \$130+
 - iii. Current base changing from \$23,660 to \$47,476
 - iv. Will now have an updated scale every 3 years
 - v. Working on getting some definitions of terms
 - vi. Everyone is looking for more guidance from the Federal Government

- vii. Will be looking at every exempt employee below salary threshold (after 7/1/2016) to determine if the job is truly an exempt employee by job function – after removing those in an excluded category
 - viii. If employee is moved to non-exempt this will not change retirement program; leave balance will transfer, but accrual rate not decided yet
 - ix. This could lead to changes in job titles
 - x. Trying to achieve consistency across institution; hopefully definitions will be applied across system
 - xi. What percent will move from exempt to non-exempt? This could affect CUSS representation
 - xii. How does this affect recruitment if jobs are moved to non-exempt?
 - xiii. Our benefits committee is following, but should we establish an ad-hoc committee to lead this
 - 1. Bill Crockett motions that the ad-hoc committee be established, John Wolfe, Jr. seconds; approved by consent
 - a. Members:
 - i. Kevin Joseph
 - ii. John Wolfe
 - iii. Dylan Baker
 - iv. Debby Mathis
 - b. Looking for other members
 - xiv. Now that the salary threshold has been established, review of exempt salary scale will begin
- JoAnn Goedert, Associate Vice Chancellor for Administration and Finance-Human Resources will be retiring June 30, 2016
 - i. Search committee formed with interviews in June, 2016.
- Question from Debby Mathis about changes to the wellness program. Will be addressed in June

6. Committee Meetings

7. Committee Updates

- **Benefits and Compensation**
 - i. Tom Penniston sent out email to UMBC PSS for volunteers for shadowing program
 - ii. FLSA – asked Chevonie Oyegoke to keep us informed of any developments
 - 1. Want to track what may change
 - 2. Track how each institution is handling this
 - a. Work with local senates
 - 3. Ask HR representative from hosting Institution to attend our next meeting
- **Board of Regents Awards**
 - i. Perspective award winners have been submitted; waiting for results
- **Communications and Marketing**
 - i. Reminder sent for inputs for newsletter
 - ii. Will send again, due by COB next Tuesday
 - iii. Will send out to committee heads for reports also

- iv. "Did you know" items needed (brags)
- **Legislative and Policy**
 - i. Working on agenda for next year
 - ii. More advocacy for staff
 - iii. Should we testify before a committee? If so, what would we want to talk about?
 - iv. Concerns about growth of institutions (students) vs staff size
 - 1. Dana Wimbish mentioned that the Board of Regents is also looking at this
- **Executive Committee**
 - i. Diversity and Inclusion workgroup/Council (John Wolfe, Jr.)
 - 1. Revitalize diversity network (founded 2005) with new membership
 - 2. 5 Goals
 - 3. Composition of Council determined - 26 members lead by 3 provosts, chair not selected
 - 4. Should there be both a workgroup and Council? Undecided
 - 5. Responsible for annual diversity report to general assembly

8. Old Business

- **Items moved off of Consent Agenda**
- **Nominations for Executive Committee**
 - i. Sherrye Larkins for Chair
 - ii. Lisa Gray for Vice Chair
 - iii. Laila Shishineh and Candace Johnson for Co-Secretary

9. New Business

- UMBC Governance Structure (Laila Shishineh)
 - i. Separate exempt and non-exempt senates
 - ii. Does not seem to be the case at other Institutions
 - iii. Will send email asking about how others are set up and how they came to be that way. Were they every merge/split?

Motion to adjourn the meeting made by Sister Maureen Schrimpe and seconded by Yvonne Cook; approved by consent

Next meeting June 28, 2016 at Bowie State University