



Council of University System Staff

MINUTES

Tuesday, March 26, 2019

Coppin State University
2500 W. North Avenue
Baltimore, MD 21216
10:00 a.m.

Bowie State University
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
Baltimore, MD 21201

*University of Maryland,
Baltimore*
620 W. Lexington Street
Baltimore, MD 21202

*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 Metzert Road
Adelphi, MD 20783-1690

1. **Call to Order**
2. **Welcome and Introductions by President Maria Thompson**
 - a. **First Campus Climate Survey being conducted at CSU now (yay for Anthony Littlejohn and CSU Staff Senate!)**
 - b. **Essential information to drive meaningful change to improve the workplace**
 - c. **Partnered with ModernThink to develop and send survey**
 - i. **Senior leadership**
 - ii. **Professional development**
 - iii. **Faculty and Administration and Staff Relationships**
 - iv. **Supervisor and Department Chair Job Competencies**
 - v. **Collaboration, Fairness, Respect, and Appreciation**
 - vi. **Etc.**
 - d. **Survey sent out on 3/13 and closes on 3/29**
 - e. **Student Affairs is surveying students separately**
3. **Consent Agenda & Materials: [Agenda & Meeting Materials](#)**
4. **Approval of Minutes from January 2019**
 - a. **Minutes accepted and approved**
5. **Chair's Report**
 - a. **Chancellors mtg on 3/4/19**
 - i. **Reviewed "Sick and Safe Leave" for each classification of employee**
 - ii. **Updating language to match what was passed last year**
 - b. **DLS Recommending \$200-300 million write-down due to possible recession**
 - i. **No cuts for USM seen right now**
 - ii. **3% COLA retained, but could get deferred to January**
 - c. **Sherrye attended BOR Meeting in January**
 - i. **Agenda and links are on BOR website**
 - ii. **US News & World Report – 6 USM institutions on the list for best online programs!**
 1. **Military Friendly Universities – 3 USM Institutions on list**
 2. **Nursing – CSU**
 - iii. **Many resolutions and all were approved**
 - iv. **UM College Park incident brought up and Dr. Loh updated everyone**

d. Shared Governance Report completed and will be wrapped up and sent out this week – Lisa

6. Chancellor's Liaison's Report

a. Chevonie not in attendance today so No Report!

7. Committee Meetings

8. LUNCH (Tentative Working Lunch)

9. Committee Reports

a. Benefits and Compensation

- i. Looked at UMUC's Separation Policy as an example of best practices
 1. Provides transition assistance and benefits to those who have been separated from (laid off)
 2. Primary contacts to take to HR at each institution to consider adopting system wide
- ii. Online Benefits Portal Concerns
 1. Security and Privacy concerns with non-computer literate users and/or ESL employees
 2. Support should be provided for those who are unable to do their benefits online
- iii. Third Shift Question (employees using own leave when University closes for weather)
 1. UMCP has addressed it by committing to closure notices by 10pm the day before

b. Board of Regents Awards

- i. Packets all reviewed (33 total)
- ii. 16 reviewers (11 committee members and 5 volunteers)
- iii. Each reviewer had 10-12 packets
- iv. All schools represented with at least one nomination
- v. President's Letter is often the weakest part of the package
 1. Not specific enough
 2. Too high level or just a rehashing of what the nomination letter says
- vi. 38 packets last year
 1. Numbers of packets getting worse, not better. What's the problem?
 2. Presidential turnover might have been a factor this year
 3. Make sure President is pushing to all campus community members and not just Staff Senate
 4. Have President designate a champion for awards to help guide the process
 5. Is the timing of the awards (Summer) an issue?
- vii. Quality feedback from reviewers is always important and resubmitted packets are more than welcome from year to year
- viii. Rubric for scoring to be reworked based on reviewer feedback this year

- c. Communications and Marketing
 - i. CUSS Newsletter timeline
 - 1. Email sent out on 3/25
 - 2. Deadline is 4/12
 - 3. Final newsletter will be published beginning of May
 - ii. We should support more transparency in communications across the System
 - 1. Chancellor's Ethics Concerns re: Pandora emails
 - iii. 30 second spot to "recruit" for CUSS on our website as a marketing tool?
- d. Legislative and Policy
 - i. Discussed USM Advocacy Day being cancelled this year
 - 1. Good template for organization for next year
 - 2. USM Legislative Affairs was supposed to draft a letter in place of Advocacy Day, but didn't
 - ii. \$10 million budget cut "in perpetuity" and its impact
 - iii. \$15/hour minimum wage increase and its impact
 - iv. Multiple Bills related to Retiree Rx issue
 - 1. "conversations are happening"
 - 2. SB 946 is moving – emergency bill to cover out of pocket costs
 - 3. Possible postponement for next year with task force to work over summer
 - 4. Andy Clark is willing to come and report out to us for May meeting (Bowie)
- e. Executive Committee
 - i. Shared Governance Report is finished and will be wrapped up and emailed out to Chancellor, each President, and all CUSS members by the end of next week (Lisa)
 - 1. Pretty much on target with last year's report
 - 2. Several common themes emerged from each institution and Lisa will highlight those when she sends it out.
 - ii. Ideas for guest invitations for future meetings
 - 1. Andy Clark and/or Patrick Hogan
 - 2. Ellen Herbst
 - 3. Title IX Coordinator (UMB)
 - 4. Hate Bias Response Coordinator (UMCP)
 - 5. VP of Diversity and Inclusion at USM
 - 6. Example of Effective Shared Governance (UMBC)

10. Old Business

- a. Rx Plan Update
 - i. Joint Resolution has been sent, but no response yet.
 - ii. Will pass any response along when/if it comes
 - iii. Impending lawsuit may impact changes that the legislature may be able to make

11. New Business

- a. CUSS 2019-2020 Meeting Dates
 - i. Will go with current schedule unless something comes up
- b. CUSS 2019-2020 Joint Meeting Discussion
 - i. UMCP is out of rotation for hosting the meeting this year; UMUC ideal replacement
 - ii. UMUC will be electing new Staff Senate Chair by July and would like to wait to commit until then
 - iii. Contact Cornelia Kennedy at UMCP President's Office for help
 - iv. Budget approval (via OHR)?
 - v. Please let Lisa know ASAP

12. Institution Updates

- a. Towson
 - i. Has an American Idol contestant
 - ii. Changing logo
- b. UMUC
 - i. changing name to UMGC (Global Campus)
 - ii. New Australian educational partner
 - iii. Veteran Fun Run coming up
- c. UMBC
 - i. Laila is now DOCTOR Laila! Congrats!

13. Adjourned at 1:25pm

Conference Call Information

Dial-in Number: 515-604-9334

Participant Access Code: 257548

Next Meeting Tuesday, April 23 at Towson University

Cuss Legislative and Policy Committee

<u>Name</u>	<u>Institution</u>
Nicole Miskimin	UMB
Vanessa Collins	SU
Kevin Joseph	UMBC
Kalia Patricio	UMCP
Stephen Shirley	UB
Matthew Nesson	UMCP
Lori Stepp	UMCES

Discussion items

- Cancellation of USM Advocacy Day + references for planning next year
- Discussed various bills the USM office has been focusing on, especially the budget and the proposed budget cut which could be a permanent cut
 - Minimum wage increase looks like it will pass - this will have financial impact on USM institutions
- There are multiple bills related to the Retiree Rx Coverage changes; USM Government Affairs office has not been forthcoming with details or position; Committee reviewed notes on General Assembly site + testimony notes provided by UMB Government Affairs; It seems SB0946 may pass; Joint letter sent by Cuss + CusF
- Andy Clark has offered to come to Cuss after session to provide an overview

BOR Committee Report

3/26/19

Kui Huber

③ Debrief:

Rework rubric - changes made were good, but need more.

Concern w/ President's letters.

② Next Steps: Tally scores and get to Exec Team by end of the week.

① Overview: Thanks to all volunteers (5) and committee members (11).

- 33 packets
- each reviewer had 10-12 packets to review.
- All schools represented with ^{at least} ~~at least~~ 1.

Benefits & Compensation

~~Meeting to discuss Benefits & Compensation~~

3/26/19

Discussed UMUC separation policy & procedure as example of "best practices"

- take back to HR of each school propose to adopt system-wide. > ask primary contacts to approach

Online benefits portal -

- > privacy concerns ~~(managing)~~ with non HR employees assisting non-English, non computer literate employees
- o Do any other Universities have this concern

Question about 3rd shift snow leave
College Park will make closure decision by 10 PM for the next day.

~~Meeting to discuss Benefits & Compensation~~

3/26/19

Communication Committee



- Newsletter in progress, hope to send out the next one on 5/15/19

- will include info about

best practices highlight and update from Benefits committee

- encourage POCs to send in photos with their campus updates.

Institution	Name	Status	3/26/19
Bowie State			
(2 Votes)	Trenita Johnson	Primary	x
	Trish Johnson (PoC)	Primary	x
	LaVel Jones	Alternate	
Coppin State			
(2 Votes)	Sheila Chase	Primary	x
	Donra Davenport	Alternate	
	Sherrye Larkins	Ex Officio	x
	Anthony Littlejohn (Poc)	Primary	x
	Sonia McCain	Alternate	Phone
Frostburg State			
(2 Votes)	Liz Nelson	Primary	
	Amy Nightengale	Alternate	
	Rubin Stevenson	Alternate	
	Stacey Utley-Bernhardt (PoC)	Primary	x
Salisbury			
	Vanessa Collins (PoC)	Primary	x
	Lisa Gray	Primary	x
	Teri Herberger	Alternate	x
	Charles Overholt	Alternate	
Towson			
(3 votes)	Tasha Benn	Alternate	
	LaVern Chapman	Alternate	x
	Deniz Erman	Primary	x
	Carol Green-Willis	Alternate	x
	Mary Hickey	Primary	x
	Conor Reynolds (PoC)	Primary	
UB			
(1 Vote)	James Hale (PoC)	Primary	
	Stephen Shirley	Alternate	
UMB			
(3 Votes)	Colette Beaulieu (PoC)	Primary	Phone
	Christina Fenwick	Alternate	
	Sarah Hokenmaier	Alternate	
	Susan Holt	Primary	x
	Nicole Miskimon	Primary	x
	Janet Nance-Richardson	Alternate	x
UMBC			
(3 Votes)	Sheryl Gibbs	Primary	
	Kevin Joseph	Alternate	x
	Thomas Penniston	Alternate	x
	Laila Shishineh (PoC)	Primary	
	Michael Walsh	Primary	x
	Bethany Walter	Alternate	

UMCES			
(2 Votes)	Julia Bliss	Alternate	
	Amy Griffin (PoC)	Primary	
	Michelle Prentice	Primary	Phone
	Lori Stepp	Alternate	x
UMCP			
(3 Votes)	Darrell Claiborne	Alternate	x
	Sarah Goff (PoC)	Primary	
	Elizabeth Hinson	Alternate	x
	Matthew Nesson	Alternate	
	Kalia Patricio	Primary	x
	Sister Maureen Schrimpe	Primary	x
UMES			
(1 Vote)	Chenita Reddick (PoC)	Primary	x
UMUC			
(3 Votes)	Antoinne Beidleman	Primary	x
	Adrienne Price	Alternate	x
	Craig Binder (PoC)	Primary	x
	Candace Johnson	Primary	x
	Karolina Nash	Alternate	
	Kristin Byerly	Alternate	x
USM			
	Chevonie Oyegoke	Ex Officio	