

Council of University System Staff
University of Baltimore – Baltimore, MD

March 14, 2023

Call to Order

The meeting was called to order.

President Kurt L. Schmoke - UB

Thanked the members of CUSS for their service to the Universities during the pandemic. He noted that UB would soon be celebrating its 100 Anniversary in 2025. He talked in full detail of how they were looking to extend its community engagement. He explained that the UB Police Academy is now located on the physical campus. He also noted that there were many updates being made around and near campus.

Approval of Minutes

- The minutes were reviewed, and a motion was made by Sister Maureen Schrimpe and seconded by Ms. LaVel Jones. The minutes were approved.

Chancellor's Liaison Report – George Samuel

- Open Enrollment for USMO – MetLife plans underway. Please keep in mind the open enrollment period ends March 15th.
 - a. Optional Life & Long-Term Disability. The USM plans offer lower premiums and higher coverage. Long-Term Disability is not offered through the state program.
 - b. [University System of Maryland | MetLife \(https://www.metlife.com/info/usmd\)](https://www.metlife.com/info/usmd)
 - c. It is passive enrollment, which means that you do not have to do anything if you just want to keep your current elections.
 - d. Even if you are enrolled, we encourage you to log on and review your benefits and ensure your beneficiaries are listed and current.

Chair's Report – Kalia Patricio

- Thanked everyone for their hard work and participation for Advocacy Day. She felt confident that the Governor's budget would be passed and hopeful to receive the July 1 COLA increase.
- Discussed the most recent Board of Regents meeting. Explained that she gave a statement on shared governance that received mixed reviews. She expressed her fear that the push for expanded bargaining rights on our campuses is indicative of a larger issue with shared governance in our institutions. Both she and Susan will be compiling the results from the Shared Governance Surveys.
- Discussed that a salary study would be conducted in the coming months.

New Business

- Elections for Executive Board Members would begin in April and run through June 2023.

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Old Business

- Discussed the possibility to have more in person meetings. Conducted a poll on whether the ongoing CUSS meetings should be held in person, hybrid or virtual.

Committee Reports

Awards & Outreach

- UMGC sent two Exempt packets under the category Effectiveness and Efficiency and the committee voted to keep both packets. The wording on The VORSA packet under this section can be interpreted in different ways. The committee has decided to change the verbiage under this section.
- The newsletter went out. We hope all POC's sent it to be distributed on their campus. May 19th is the estimated date when the next newsletter will be distributed. May 1 an email will be sent out to the institutions for updates with a due date of May 10, 2023.
- Social Media -Facebook and twitter- Deniz will speak to the executive committee about what content should be placed on social media

Legislative Affairs Committee

- Discussed advocacy day a bit more
 - a. Logistics
 - b. Legislator feelings
 - c. Discussed role of collective bargaining on various campuses
 - d. We would value a workshop candid discussion on the role of shared governance
 - e. Moved into legislative discussion of flexible work week bill
 - f. Then pivoted into BoR Policies and our governing documents
 - g. Main policy that was brought up is not a new one: What policies are in place regarding flexible work week or telework policies?

Staff Resources & Special Projects Committee

- Tuition remission fees
We will use the prior results to refocus on a new proposal for an “EXEMPTION” or “REMOVAL” of all fees only for staff (not their dependents) who take advantage of tuition remission e.g. eliminating unnecessary, duplicate and burdensome fees

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Meredith Carpenter take the lead on revising a new memo to articulate the committee's request (could use the prior memo as an "enclosure"/"addendum" with a newly created cover letter) - create a buzz again around our prior request which had not been answered

- Staff Support Programs (OMBUD, FSAP, etc.) ◇ VJ to work with Brian (we think everyone was made collaborators) on sending out a poll to our CUSS POC's regarding which campuses have an OMBUDS, how did it get started, how is it funded, how is it structured (under what office/division does it fall), website links, etc.
After receipt of the answers, we can share the results with CUSS, as many members indicated presenting the information to their campus senate.
- Telework Practices and green initiatives ◇ Send a request to USM HR POC's and reach out to LERW to create a comprehensive resource document (living document that would be accessible on USM HR website) that identifies the various remote work policies and practices across campuses throughout USM. VJ to prepare a draft for committee members for review before sending to HR POC's and LERW

Does your campus have a formal telework/remote work policy?

If No, please include any links to telework

If Yes, indicate/check all that apply: policy, practice/guidance, email from senior leader/President, etc. (include website hyperlinks)

What office determines telework? HR, Division, College, Department, Unit Supervisor, Unknown, etc.

Please indicate which best reflects your institution: hybrid, fully remote, fully in person

Are there any service requirements/timeframes to telework?

Is telework based on the position/job function?

Are there deviations across various departments?

What form of communication and timeline addresses expectations regarding reporting for in person meetings or specific project/tasks?

Does your campus utilize telework written agreements?

If yes, who is responsible for getting a signed agreement?

Meeting Adjourned