



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 E. 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

Board of Regents Report November 2, 2012

The Council of University System Staff met on October 23 at Frostburg State University.

The Chair reported on the meetings attended on behalf of the Council during the end of September and through October, including the Board of Regents Retreat held on October 5, and the Academic Affairs Advisory Committee meeting held on October 22. The Council is very interested in the ideas for academic transformation that were discussed at the retreat, and stand ready to assist the Board and the Vice Chancellor for Academic Affairs in whatever way we can.

The Council discussed sending a letter to the Governor and the Maryland General Assembly by the end of November, thanking them for their support of higher education in the state of Maryland, and thanking them for their support (both financial and professional) in keeping the USM competitive with other public institutions in the nation. The Chair and Communications Committee will have the Office of Government Relations approve the letter before it goes to the governor and legislature.

The Council finalized the agenda for the joint meeting of CUSF/CUSS/USMSC on November 13. Vice Chancellor Hogan and Director Clark from Government Relations will brief the Councils on the upcoming legislative agenda, and Vice Chancellor Boughman will also attend. The Chancellor will join the Councils for lunch.

The next CUSS meeting will be December 11, 2012 at the USM Office in Adelphi, at which our committees will report on their progress towards CUSS's 2012-2013 goals.

Respectfully submitted,

Gynene V. Sullivan
Chair

COUNCIL OF UNIVERSITY SYSTEM STAFF

2011-2012 YEAR END REPORT

Bowie State University (BSU)
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University of Maryland,
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Eastern Shore (UMES)
Princess Anne, MD 21853

University of Maryland
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3501 University Boulevard East
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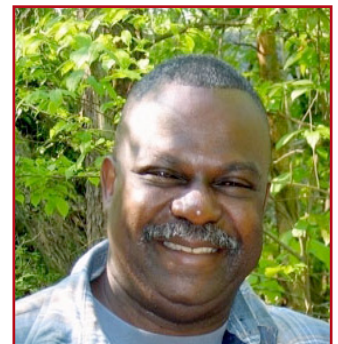
University System of
Maryland Office (USMO)
3300 Metzert Road
Adelphi, MD 20783-1690

CHAIR'S REPORT: THE YEAR IN REVIEW

This last year has seen many challenges in the University System of Maryland (USM), all of which have had or had the potential to impact all Staff employees within the USM. Some of the challenges we faced were the proposed merger between UMB and UMCP; continued budget shortfalls and the impact on operation of the Institutions; new policies on parental leave and child abuse; and starting the year off again with no merit or cost of living raise. Although difficult, because of your active involvement, the unwavering support of the Chancellor's Office and the Presidents and the commitment of the Maryland General Assembly, we came through this year not completely unscathed, but better than most other higher education systems in the nation. I commend you all for your dedication to making USM a better place to work, learn and teach.

Late Summer/Fall 2011 - CUSS met at the University of Maryland Eastern Shore in June, the University of Maryland Center for Environmental Science in July, at Salisbury University in August, the University of Baltimore in September and Bowie State University in October. Elections were held and the Executive Committee for the 2011-2012 session were:

- Chair – Willie Brown (UMCP)
- Vice-Chair – Gynene Sullivan (UMB)
- Co-Secretary - Brian Souders (UMBC)
- Co-Secretary – Karyn Schulz (UB)
- Member-At-Large – Gus Mercanti (UMCES)
- Member-At-Large – Marie Meehan (BSU)
- Chancellor's Liaison to CUSS - Rosario I. van Daalen (USMO)



Willie Brown
CUSS Chair, UMCP

The Council continued to work on the Board of Regents Staff Awards to increase participation and improve the process. Beginning in the 2012-2013 nomination and selection process, there will be a new packet that will streamline the process and reduce the amount of paperwork that has to be submitted. Additionally, the process will now allow the submission of the nominee's position description which we believe will make it easier to nominate Nonexempt Staff. The Council also requested a new Staff Award entitled "Shared

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**USM BOARD OF REGENTS 2012-2013 STAFF
AWARDS DUE DECEMBER 7, 2012
(SEE PAGE 7 FOR DETAILS)**



CHAIR'S REPORT (cont'd)

Governance”, however it was determined by the Board of Regents Finance Committee that the criteria could appropriately fit under an existing category.

The General Assembly Special Joint Committees on Pension requested testimony from USM concerning the disparity of the ORP Health Benefits. At issue are the number of years that Staff and Faculty employees must work to be eligible for health benefits at retirement for themselves and their spouse/dependents. CUSS was invited to give testimony to the panel, however later in the session, the Committee decided that it would be inappropriate for USM to give testimony.

CUSS met with the Chancellor to discuss the legislative agenda for the upcoming year, the ability of CUSS to communicate with constituents freely, the need to reinforce the importance and need for Shared Governance and the role the Council plays, the autonomy of USM and support for the Board of Regents Award. The Chancellor was supportive of all productive suggestions. The Council also participated in the ongoing discussions for the proposed UMB and UMCP merger and was an active member of the Purple Work Group.

At the October meeting, Vincent Novara, Chair, University of Maryland College Park Senate Committee on Equity, Diversity and Inclusion met with the Council to ask for a statement of support regarding expansion of Systemwide benefits and policy coverage to same-sex domestic partners. The Council approved the request.

Winter 2011 - In November, the Council held the third annual joint meeting with the Council of University System Faculty (CUSF) and the University System of Maryland Student Council (USMSC). The meeting was held at the University of Maryland College Park and was attended by Chancellor Kirwan and Secretary of Higher Education Danette Gerald Howard. Topics of the meeting included a legislative update, comments on the proposed UMB-UMCP merger; USM budget; family leave policy and comments from the Chancellor and Secretary of Higher Education with regards to the question of “What is your vision for keeping the USM institutions globally competitive in these economic times as face the STEM (Science, Technology, Engineering and Mathematics) initiatives and related growth on the campuses?”

Members of the Council of University System Staff and the Council of University System Faculty met with the University System Foundation to discuss improving the Board of Regents Awards ceremony. Specifically they discussed the areas of monetary awards, certificates and the award ceremony. With this year’s faculty awards, the ceremony was held with a special breakfast at the beginning of a Board of Regents meeting and all feedback was positive. The award ceremony for staff will follow a similar format.

At the December and January meetings held at the USM Office and UMUC respectively, the Council started or continued work on the development of an annual communication strategy, formalizing a policy and procedures manual, and started the discussion of performance reviews. With regards to performance reviews, each Council member expressed concerns about the inconsistencies of staff performance evaluations at their respective institutions. The Council will continue working on this topic during the coming months and will bring the results of their efforts to the Chancellor’s office.

At our annual meeting in Annapolis in February, the Council was acknowledged on both the floors of the House and the Senate. CUSS met with several Senators and Delegates and passed out a letter of appreciation and the USM Quick Points of Excellence brochure to the offices of 47 Senators and 141 Delegates. With the assistance of the USM Office of Legislative Affairs, CUSS monitored the progress of SB 150 and HB 85, the budget bills for FY 2013 with particular attention paid to the changes in health care cost and the 2% COLA slated for January 2013.

Spring 2012 - The Council met with Travis Tazelaar of Educate Maryland at our Coppin State University meeting. Mr. Tazelaar came to represent CASA of Maryland who wanted to secure our support for the inclusion of the Dream Act on the November ballot. With regards to endorsing the DREAM Act, after much debate, the Council voted to give our support, however the vote was not unanimous. CUSS responded to a call to action and thanks to you, there were over 22,000 messages sent to the Maryland General Assembly objecting to the increased budget cuts to USM and its institutions. Numerous responses were received from the legislators saying “We hear you loud and clear”.

At our April meeting located at Towson University, Joan Goedert (Assistant Vice Chancellor) and P.J. Hogan (Vice Chancellor for Government Relations) met with us to discuss the family leave policy and to give the Council an update on the Legislative session. During our May meeting held at the University of Maryland Baltimore County, the Council started

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the nomination process for the Executive Committee, discussed the USM proposed smoking policy and the gender identity expression policy and fully supported both policies.

Summer 2012 - At our June and July meetings held at the University of Maryland Eastern Shore and the University of Maryland Center for Environmental Science respectively, elections were held for the Executive Committee and the members are:

- Chair – Gynene Sullivan (UMB)
- Vice-Chair – Mi’Shaun Stevenson (BSU)
- Co-Secretary -Brian Souders (UMBC)
- Co-Secretary – Nancy Bowers (UMB)
- Member-At-Large – Mary Hickey (TU) – elected at the August meeting
- Member-At-Large – Dolores Jackson (UMCP) - elected at the August meeting
- Chancellor’s Liaison to CUSS - Rosario I. van Daalen - not an elected position

The Council discussed such items as the Parental Leave policy that was approved by the Board of Regents at their June meeting, the Coppin State Staff Layoffs articles that were in the Baltimore media, the path for approval with regards to the designation and raises for Retention of Operationally Critical Staff and other administrative issues of the Council.

Looking Forward - It has been an honor to serve you these last three years. Please join me in welcoming the NEW Executive Committee of CUSS and thank them in advance for the work they will do for all of us within the University System of Maryland and the State. I would also like to take a moment to mention a few of the special folks whose dedication to the system has made it a better place for all of us: Chancellor Brit Kirwan; former Senior Vice Chancellor Irv Goldstein; Vice Chancellor Joe Vivona; Vice Chancellor P.J. Hogan; Human Resource Officer and Chancellor’s Liaison to CUSS Rosario I. van Daalen; Director of Legislative Affairs Andy Clark; Assistant Vice Chancellor Joann Goedert and the current and past members of the Board of Regents and CUSS.

Sincerely yours,
Willie Brown, UMCP
Chair, CUSS

The Council of University System Staff (CUSS) was established in 1992 by request of the Board of Regents to advise on matters relating to the development and maintenance of a new USM Pay Program for Staff employees. CUSS is comprised of

Systemwide Staff employees with representatives from each of its 12 institutions and the System office. Institution membership is proportionate to the number of Staff employees at the individual Institutions with a minimum of two representatives per Institution. CUSS has direct communications with the Chancellor and the Board of Regents, and is a member of the Chancellor’s Council. Its responsibility is to consider and make recommendations on issues affecting Staff employees. It is also responsible for keeping the Staff employees informed on CUSS activities and System-related actions.

CUSS meetings are held the fourth Tuesday of each month, giving each Institution an opportunity to host a meeting. The CUSS Executive Committee also meets with the Chancellor as often as needed but at least once a year.



Courtesy of USM Website

A MESSAGE FROM THE CHANCELLOR

While it took longer to reach the finish line than expected, when the Maryland General Assembly ultimately passed the budget for FY 2013, it represented positive news for the State of Maryland and the University System of Maryland (USM). As you know, the USM stood to be cut nearly \$50 million under the so-called “doomsday budget,” which would have resulted in cuts to financial aid, reduced enrollment, programmatic cuts, layoffs, and a double-digit tuition increase. Fortunately, Governor Martin O’Malley and legislative leaders were able to iron out their differences and come to agreement on a revenue package and operating budget that reaffirmed their mutual commitment to public higher education in Maryland.



William E. “Brit”
Kirwan
Chancellor, USM

Between the 90-day General Assembly session and the three-day special session, members of the USM community sent more than 43,000 messages to the Governor and legislators opposing cuts to higher education and calling for the rejection of the doomsday budget. A key element of this success came from CUSS members in promoting the use of the USM CapWiz website to send the letters to legislators. That impressive showing helped turn the tide.

In the end, the USM will be required to provide a \$5 million fund balance transfer and will have to absorb \$5.3 million in direct budget cuts. But when you consider that the USM represents 7 percent of the total State General Fund Budget, yet is only shouldering 1.5 percent of the total budget cuts made, it is clear that the Governor and General Assembly fully recognize the System’s role as the engine of innovation, discovery, and knowledge that will advance the state’s economy and quality of life.

I am also pleased to note that no furloughs are planned for USM employees and—for the first time in four years—USM employees will be receiving a cost-of-living adjustment. A 2 percent COLA will go into effect beginning January 1, 2013. I fully understand that forgoing pay increases and taking furlough days over the past several years had been difficult and I deeply appreciate the hard work of our dedicated faculty and staff.

Working with the Board of Regents, the Council of Presidents, the Council of University System Faculty, CUSS, the USM Student Council and the Women’s Forum, we have made every effort to manage our budgetary issues in a thoughtful, balanced, and judicious manner. Our goal, as always, is to take actions that have the least impact on our students; protect the integrity of our academic and research programs; and minimize the hardship for our dedicated staff and faculty employees. It is an enormous source of pride to me that the USM community has responded so effectively to our fiscal challenges. We are serving more students than ever, our research productively continues to rise impressively, and the reputation of our institutions is at an all-time high. This is quite a testament to the dedication and quality of our staff and faculty employees.

I am especially pleased to note that 2012 marks the 20th anniversary of the formation of CUSS. Over the course of the past two decades, including my 10 years as Chancellor, CUSS has been a key partner in our shared governance efforts. Your advice, insight, and contributions have been invaluable. This diverse group of individuals from across the University System has stepped forward to work cooperatively and collegially for the betterment of USM institutions and USM staff. CUSS is one of the USM’s greatest assets and an important element in our rise to national eminence. Allow me to also commend Rosario I. van Daalen, Chancellor’s Liaison to CUSS (USMO), and Roy Ross, Past-Chair, (UMB), who not only helped to organize and establish CUSS, but also have served on CUSS for its entire 20-year history.

The Board of Regents and I commend Willie L. Brown (UMCP) for his leadership as Chair over this past three years and we look forward to working with Gynene Sullivan (UMB) as she assumes this position next year. I also commend this year’s Vice Chair, Gynene Sullivan, Co-Secretaries Brian Souders and Karen Schulz, and Members-at-Large Marie Meehan and Gus Mercanti for their accomplishments over the past year.

Even as we face serious challenges, I continue to believe that USM’s future is very bright. We enjoy strong support from our state, we have a dedicated Board of Regents committed to maintaining the quality and impact of the USM, and we have an impressive spirit of collaboration across the USM. This latter asset is exemplified by the efforts of CUSS, which have been such a vital part of our success on every level. I look forward to our partnership continuing to yield productive and beneficial results for the USM.

Sincerely yours,
William E. “Brit” Kirwan, USM Chancellor



(from l to r:) Chancellor William “Brit” Kirwan, Patricia Baker, Mary Murrel, Arlene Wergin, Janet Magruder, Ann Townsell, Tracy Miller, Gail Price, Board of Regents Chairman Jim Shea.

BOARD OF REGENTS USM STAFF AWARDS

A CUSS initiative, the Board of Regents’ USM Staff Awards represents the highest honor bestowed by the Board of Regents for achievements of Exempt and Nonexempt Staff employees from Institutions within the University System of Maryland. The awards are presented to two Staff employees in each category—one Exempt Staff and one Nonexempt Staff—for a total of eight awards. Each recipient will receive a \$1,000 stipend, and will be awarded a plaque. In addition, appropriate notices will be placed to publicize each honoree’s accomplishments.

Exceptional Contribution to the Institution and/or Unit to Which a Person Belongs

Exempt

ARLENE WERGIN

Director, International Education Services, UMBC

“In 22 years, Arlene has developed a clear vision of the Internationalization of UMBC. She is a highly respected leader in this work, both on campus and off. Combined with her vision about the mission of UMBC, what has made Arlene’s work so exceptional is her careful, diligent attention to details and her commitment to nurturing individuals -- including her staff, students who study abroad, and the growing number of international students, faculty and scholars at UMBC.”

Nonexempt

JANET MAGRUDER

Business Manager, Center for Art, Design & Visual Culture, UMBC

“The work of a Business Manager is done, by and large, behind the scenes. What is particularly notable about Janet’s contributions to the mission of UMBC and the CADVC is how she approaches her work. Her colleagues remark on her resourcefulness and describe her as ‘a tireless advocate for administrative stability and continuity.’ During one ten-year period, Janet work closely with three different directors and managed responsibilities for the administration of two different centers. Her work ethic and efficient use of time serve as models to others. She is also know as generous and gracious, eager to share her knowledge with others, and always glad to help.”

Extraordinary Public Service to the University or to the Greater Community

Exempt

ANN TOWNSELL

Assistant Director of Publications, Communications & Media Relations, Frostburg State University

“A graphic designer at Frostburg since 1996, Ann commits to her volunteerism and work with creative energy, openness,

and insight. She is a team player in the truest sense of the phrase, and we are fortunate that she extends her talent and passion for service to all areas of her life: the community, FSU and student development.”

Nonexempt

GAIL PRICE

Benefits Specialist, Towson University

“In addition to her primary duties, Gail work countless hours managing all university Red Cross blood drives, coordinating volunteers and set up for the annual University-sponsored flu clinics, participating in emergency preparedness drills and exercises, assisting with the American Speech, Language, and Hearing Association accreditation process, mass casualty drills (College of Health Professions and Nursing students), Office of Human Resources events, and every year she helps soon-to-be graduates prepared for commencement exercises.”

Outstanding Service to Students in an Academic or Residential Environment

Exempt

TRACY MILLER

Academic Advisor, Office of Academic Affairs, Towson University

“Anyone that knows her also knows that she has a calling to help veterans adjust to university life. She was a founding member of Towson’s Veterans’ Concerns Committee, worked to justify and hire a Veterans’ Services Coordinator, and was instrumental in creating the Towson University Veterans Center. Tracy has advised veterans herself and also served as an Advisor for the Student Veterans Group. She was also a member of the Maryland Gubernatorial Task Force on State Assistance to Veterans. In addition, she is a member of the University Curriculum Committee, and never hesitates to help the UCC explore how any curriculum change will affect transfer students and veterans.”

Nonexempt

PATRICIA BAKER

Program Management Specialist, Department of Fire Protection Engineering, University of Maryland, College Park

“Pat has intuition for knowing what people need and when to reach out to them, or not. She express concern and caring without being intrusive or overbearing. She quietly encourages students and gently helps them to see their own strengths and abilities. Pat doesn’t so much give advice as help people sort out their own thinking. Her calming influence and no-nonsense approach combine in the most compassionate way. Although Pat’s caring extends to everyone, she plays an especially important role in the lives of the students in FPE. She supports them and is a steady resource, truly making a difference in their experience as they progress through the undergraduate and graduate programs in the department.”

Effectiveness and Efficiency Award in Administrative or Academic Transformation

Exempt

MARY MURREL

Assistant Director, Administration, Graduate School-ITS, University of Maryland, University College

“On her own initiative, Ms. Murrel devised a low-cost, low-risk means to provide much-needed academic support to students challenged by the subject matter in TMAN 625: Economics and Financial Analysis for Technology Managers, a required quantitative course in UMUC’s Master of Science in Technology Management degree program. With the assistance of department faculty members, Ms. Murrel identified a cadre of former student, each of whom had earned a final grade of A in the course to serve as tutors in an entirely volunteer capacity. Current students appreciated receiving no-cost academic support and coaching to master difficult course materials; volunteers reported satisfaction at assisting students to achieve their academic goals; and the institution realized a total cost savings of \$10,300 (based on cost that would have been incurred if an equivalent number of paid tutors had been embedded in a single class section).”

USM BOARD OF REGENTS STAFF AWARDS HONORABLE MENTION

Extraordinary Public Service to the University or Greater Community

Brenda Ali	UMB	Exempt
Nicole Brown	UMUC	Exempt
Veronique Diriker	UMES	Exempt
James McClelland	UMCP	Exempt
Bob Pool	UB	Exempt
Jason Rhodes	SU	Exempt
Heather Sorensen	TU	Exempt

Outstanding Service to Students in a Academic or Residential Environment

Olive Reid	UMCP	Exempt
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Effectiveness and Efficiency - Academic or Administrative Transformation

Rose Rizza	UMB	Exempt
Louise Miller	TU	Exempt
June Sherer	UMCP	Exempt

Exceptional Contribution to the Institution and/or Unit to Which a Person Belongs

Peter Burslem	UMUC	Exempt
Patricia Chase	UMES	Nonexempt
Faneeah Cottman	UMES	Nonexempt
Ann Dahne	TU	Nonexempt
Katherine Dever	UMB	Exempt
Diane Kaufman	UMB	Exempt
Mariann Hawken	BSU	Exempt
Shelley Hintz	UMUC	Exempt
Robin Hoffman	SU	Exempt
Jeffrey Klupt	TU	Exempt
Veronica Mack	CSU	Nonexempt
Mary "Jeannie" Mauldin	TU	Nonexempt
Heather Hueglin Marchese	UB	Exempt
Maureen Myer	UMCP	Exempt
Claude (Dick) Rader	CSU	Exempt
Tom Renfro	UB	Exempt
Stacie Siers	SU	Exempt
John Thomas Tilghman	UMES	Exempt
LaMont Toliver	UMBC	Exempt
Alan Webbert	UMCP	Nonexempt
Bruce Wilcox, Sr.	UMB	Nonexempt

I THINK YOU'RE A STAR!

The Board of Regents' University System of Maryland Staff Awards represents the highest honor bestowed by the Board of Regents for achievements of Exempt and Nonexempt Staff employees from institutions within the University System of Maryland.

Awards will be announced June 2013 and formally presented at a special breakfast for awardees and their families in September 2013.

Deadline for nominations is Friday, December 7, 2012 by 4 p.m. Please send your nominations packets to Gynene Sullivan at gsullivan@law.umaryland.edu, or c/o University of Maryland Francis King Carey School of Law, 500 West Baltimore Street, Baltimore, MD 21201. If sending by mail, entries must be received by December 7.



2011-2012 CUSS STAFF REPRESENTATIVES

Bowie State University

Cynthia Coleman
Marie Meehan (*Member-At-Large*)
Mi'Shaun Stevenson
Karen Tyler

Coppin State University

Marcia Cephus
Gabriel Purviance
Chris Thomas

Frostburg State University

Jay Hegeman
Jesse Ketterman
Stacy Wassell
Bernard Wynder

Salisbury University

Gina Boobar
Jackie Eberts

Towson University

Ron Butler
Mary Hickey
Brenda Yarema

University of Baltimore

Brenda Der
Karyn Schulz (*Co-Secretary*)
Giordana Segneri

University of Maryland, Baltimore

Colette Becker
Nancy Bowers
Bill Crockett
Carol McKissick
Roy Ross
Gynene Sullivan (*Vice-Chair*)

University of Maryland Baltimore County

Joel DeWyer
Kathy Miller
Brian Souders (*Co-Secretary*)

University of Maryland Center for Environmental Science

Gus Mercanti (*Member-At-Large*)

University of Maryland, College Park

Willie Brown (*Chair*)
Dolores Jackson
Mike Paszkiewicz
Sister Maureen Schrimpe

University of Maryland Eastern Shore

Corey Bowen
Rena Finney
Chenita Reddick

University of Maryland University College

Meredith Levesque
Debby Mathis (*December 2011*)
Noëlle Nelson
Melissa Stein (*December 2011*)
Anthony Scorsune

University System of Maryland Office

Mary Reed

Chancellor's Liaison to CUSS

Rosario I. van Daalen - USMO
Human Resource Officer for the USM

For a full listing of all minutes regarding USM Councils and other pertinent information,
visit <http://www.usmd.edu/>

