

# CUSF Executive Committee Meeting Minutes

March 4, 2013

In Attendance were: Jay Zimmerman, Virletta Bryant, Robert Kauffman, Bobbi Adams, Nagaraj Neerchal, and Joann Boughman (guest).

## CONVENING THE MEETING

The ExecCom March 4<sup>th</sup> meeting was convened by Jay Zimmerman at 12:15 p.m. in the downstairs conference room at System headquarters in Adelphi, Maryland.

## ANNOUNCEMENTS

Jay Zimmerman announced that Irv Goldstein was in the hospital with congestive heart failure and that hospice care was recommended upon his release. Jay provided the address of the hospital and the group discussed possible responses by ExecCom. He will send flowers (March 5<sup>th</sup>).

## APPROVAL OF MINUTES

A motion was made and seconded to approve the February 4<sup>th</sup> ExecCom Minutes. The minutes were approved.

## SENIOR VICE CHANCELLOR'S REPORT

Joann Boughman, Senior Vice Chancellor of Academic Affairs, provided her report regarding the activities at System. She indicated that there were five weeks left in this year's legislative session.

**Shared Governance** – There was a discussion regarding shared governance on the campuses. The general consensus was that the Presidents have bought into the concept since it is part of their annual evaluation with the Chancellor. In contrast, there may not be as much buy-in at the middle management level. It may be an issue of how to work the report to effectively reflect shared governance into the system beneath the presidential level.

**Legislative Session** – In summarizing their efforts on the current legislative session, Joann indicate that P.J. Hogan seems to have put forth a good strategy. She noted that everyone was able to stay on target and that the bullet points developed by Anne Moultrie were very helpful. Everyone was on the same page. She discussed the impact of *sequestration* on the budget. Since the economy of Maryland is significantly influenced by Washington, continued sequestration could have a significant impact on the budget. Although there is a temptation to cut the budget in anticipation of sequestration, the problem becomes that if sequestration does not take place or if it doesn't have an impact, then System has an austerity budget when it need not have one. In contrast, Joann noted that they were having some success on avoiding budget cuts associated with sequestration before they become reality. She indicated that System was more than willing to work with the legislature on the matter, and if they need to make the cuts, they will do so, but she suggested that the strategy would say don't cut the budget before the actual impacts of sequestration are fully known.

**Omnibus Bill** – Joann indicated that the omnibus bill seems to be under control. For example, the bill would require a common course numbering system across all the institutions although there are administrative and conceptual problems associated with this requirement. Another bill that they are addressing is the 20% maximum out-of-state limit for undergraduates and 30% maximum limit for out-of-state for graduate students. She noted that in all probability the bill will most likely fail under its own weight.

## CHANCELLOR'S COUNCIL

**Campus Safety** – Jay indicated that they briefly reviewed the issue of campus safety at the Chancellor's Council. Joann added that the recent incident at UMES last fall is still being investigated by the State Police. She added that since it was at a public event, the perpetrator may be from another campus. Individual campus presidents are being sent an email blast requesting anyone who knows something about the incident to come forth.

**Risk Management** – The presidents seemed to be interested in investigating the different risks present on campus and to address them. Joann indicated that the risks are viewed as *anything that can interrupt the University carrying out its mission*. It is more than accident identification. Examples might include an impediment to admissions or old records stored on a hard drive that wasn't backed up. In terms of counseling centers, most campuses may need to beef up their services in this area on campus.

## SENATE CHAIRS MEETING

Virletta provided an update on the upcoming Senate Chairs meeting on April 26<sup>th</sup>. Several agenda items were discussed including the Senate Chair's report and Motion 1212.

## ADDITIONAL BUSINESS

**Change in System Policy on Human Subjects** – Joann indicated that they are revising the System Policy on Human Subjects and that she would like to bring the proposal to CUSF at the next Council meeting. She indicated that she would like a motion to support the change in the System policy. [Secretary's Note: *A motion was made later in the meeting to place the item on the agenda. It passed.*]

**Gender Equity** – Bobbi raised the issue of gender equity and the issue that women may be receiving lower salaries than men. She noted that British Columbia, they provided women with a 20% across the board increase in salary. The group discusses several ways that the issue might be addressed including making it one of the dashboard indicators and having Ben collect and present some data on the issue.

Joann departed the meeting at 1:15 p.m.

## AGENDA ITEMS

**Elections** – There was a brief discussion on the ExecCom elections and the process involved.

**Bylaws Changes** – After considerable discussion, a motion was made and seconded to place on the agenda the one line version of the motion regarding approval of formal written communications by ExecCom. The motion passed with one abstention (Robert). [Secretary's Note: *There were a series of*

*emails sent after the meeting regarding the motion and which version should be forwarded to the Council. At the time of this writing, this may be an unsettled matter.]*

5.2 Duties: The Executive Committee shall:

g. Be responsible for the publication of formal communications representing the Council.

h. [Renumber Item g to h.]

*[Rationale: The ExecCom is responsible for representing the Council. Formal publications are one of those responsibilities. Then there is the question of who writes the publication. By not specifying specifically to whom this is delegated, ExecCom can delegate it to the person best able to write the communication. This could include an ExecCom member, a general member, or even someone who isn't on CUSF (e.g. System staff). Even so, ExecCom is responsible for oversight of the publication and that is the way it should be.]*

**Shared Governance Document** – There was a brief discussion regarding Rich Manski and his committee meeting with Joann at System. They have not had a chance to meet yet.

**Retreat with CUSS** – Jay discussed his attempts to setup a joint retreat with the ExecCom committees of CUSF and CUSS. He indicated that he was having a hard time communicating with his counterpart.

**Approval of the Agenda** – There was a motion to add Joann's item on the policy change regarding the human subjects policy to the agenda. It passed. There was a motion to approve the agenda as modified. It was passed.

## NEW BUSINESS AND ADJOURNMENT

There was no new business. A motion was made and seconded to adjourn. The meeting was adjourned at 2:14 p.m.

Respectfully Submitted,

*Robert B. Kauffman*

Robert B. Kauffman  
Secretary, CUSF

Attachments: none