

**Council of University System Staff
August 20, 2002
Salisbury University**

Members Present

Venus Windmiller-UMBI
Joe Hill-UMBC
Brenda Warwick-UMES
Dale O'Neal-BSU
LuAnn Marshall-UM,B
Jay Hegeman-FSU
Patrick McLane-FSU
Judy Lowe-SU
Marie Meehan-BSU
Carol Prier-UMCP
Ray Frederick-UB
Kay Martel-UB
Vera Maher-USM Office
Ray Pryor-SU
Andrianna Stuart-UMCP
Roy Ross-UMB

Alternates

Sue Conroy-UMUC
Stephen Agnes-UM,B
Bill Crockett-UM,B
Arthur Hanlin-FSU
Jackie Eberts-SU
Hermetta Hudson-UMES

USMO Liaison

Rosario van Daalen

Guests

Dr. David Buchanan-Provost

Call to Order

Joe Hill called the meeting to order at 10:05 a.m. Judy Lowe greeted the group and introduced Dr. Buchanan (provost). Dr. Buchanan welcomed CUSS to Salisbury University and gave us some background information. He mentioned that we are an important part of the system and without what we are doing many things just wouldn't happen.

Approval of the Minutes

The Minutes from the June 25th and July 21st meetings were accepted as revised.

Report of the USMO Liaison

Rosario van Daalen informed the group that the finance committee would be meeting Thursday 08/22/02 and the BOR would have a full meeting on Friday 08/23/02. These meetings would occur in Salisbury.

The tuition remission policy that was amended to include Morgan, St. Mary's, and BCCC was initially released on an interim basis. Now that the USM and the three non-USM institutions have had the opportunity to evaluate the reciprocity usage and cost, the USM administration will request the BOR for an extension of the benefit on a permanent basis.

The labor relations board meeting will be held on 08/29/02. The location is Bestgate Road in Annapolis. In addition, the Vice Presidents of Administration will be meeting today (08/20/02) in Cambridge. Their main concern at this meeting will be the current budget situation.

Rosario also wanted to hi-light the fact that this year is a major transition year for USM. We have several new presidents coming aboard as well as a new chancellor and regents. In addition elections are being held for new government officials and legislature. The system is in a new arena with the collective bargaining negotiations taking place. She asked CUSS to keep an open mind and to remember that change can be very progressive and good for us.

In addition, there is still no info on the vacant HR director position. It has been vacant since 02/01/02. Systems is waiting for the new Chancellor to determine what kind of role he would like HR to play.

Chair's Report

Both Roy Ross and Joe Hill attended the Chancellor's Council meeting. Joe announced that CUSS would be looking into the following issues this year: elections of members at large, approval of the pending drug abuse policy, reviewing the current EAP's and making our recommendations, exempt employees PMP standardized merit increases, recommendations on parking fees, and the CB impact on the shared governance structure.

Joe reported that Chancellor Kirwan appears to be a very warm and receptive individual. He encourages contact via email and phone conversations. In addition, one of his goals is going to be visiting with the staff on a personal basis to determine their views on the USM.

Chancellor Kirwan announced that the Chancellor's council would be interviewing the two candidates for the gubernatorial race in reference to their views on higher education. They will be doing interviews with the two prime candidates (Ehrlich and Townsend). He stated that the system would need to participate on both a state level and federal level (due to grants). Also he will be looking into the budget situation, collective bargaining, public corporations, and bioscience programming fundraising.

CUSS was invited to attend the academic affairs reception and meeting held at Solomons on 08/15/2002. Due to previous commitments Fran Younger attended in Joe Hills place. The agenda for the meeting included:

- 1) Accommodating more students in times of financial stringency – A 26 ½ % increase in student enrollment by the year 2008 is projected. Along with an increase in numbers, additional concerns include: how is absolute capacity determined; what are the funding sources; how are the needs of a more diverse population met; how will this impact the graduate student programs; what is the future roll of community colleges; what institutions are poised to accept the greatest number of students-all very difficult questions to answer.
- 2) Defining the future of the USM vis-avis each institution's mission and program development – What is the USM's mission; should there be more of a single voice rather than 13; what can we do as a group that we can't do alone; how are we (or should we be) addressing the teacher, principal, nurse shortage.
- 3) The future role and status of academic affairs in USM administration- Academic programs need to be promoted by the system; encourage more input from those who are active academicians; encourage institution collaboration/coordination.

Fran also reported that overall the provosts actually have many of the same concerns as the staff but on a more difficult level. Her comments were “I said as much and pointed out that what happens at any level within the system trickled down (or up) to affect us all. Dr. Boesch, the interim Vice Chancellor for Academic Affairs, summed up the meeting by bulleting many of the points listed above. They all agreed that the University System contributes greatly to advancing Maryland’s quality of life. This is not something that is often recognized. They also agreed that the position (Vice Chancellor for Academic Affairs) should be a highly visible and important post in the Chancellor’s office.

On behalf of CUSS I would like to thank Fran Younger for taking the time out of her busy schedule to report so thoroughly on the agenda of the meeting.

Greeting from SU President

Just before lunch Dr. Janet Dudley-Eschbach came in to welcome CUSS to the SU campus. She has just completed her second year as president of Salisbury and is looking forward to many more. Although we are in a very difficult time with the budget situations she is working diligently to convert all of her contingent employees to regular status. She feels strongly that all employees should have access to affordable health care options. Andrianna asked her about the lack of Salisbury’s EAP program and if she would be in favor of Salisbury being the main location of an EAP program for the Eastern Shore allowing UMES and others to access this resource. She thinks that it is imperative for all university’s to have a strong EAP system in place. She mentioned that she is pro-employee and wants to be viewed as “one of us”.

Elections for At-Large Executive Committee Members

Ray Frederick (UB), Judy Lowe (SU), Sue Conroy (UMUC), and Patrick McLane (FSU) were put forward for the two vacant positions. Congratulations to Judy Lowe and Patrick McLane for winning the election. Rosario suggested that Joe send a letter to each institution’s president naming their current CUSS representatives. This will allow them to recognize the need for time off of work. To be included with the letter is the CUSS by-laws and responsibilities of members.

Committee Workgroups

The standing committees for this year are Benefits/Compensation, Communications/Legislative Affairs, and Community Development. We would like to split Benefits and Compensation into two separate workgroups due to the amount of issues at hand. We will try to accomplish this once the new members arrive at next month’s meeting. Currently the committee chairs are Benefits/Compensation- Andrianna Stuart, Community Development- LuAnn Marshall, and Communications/Legislative Affairs – Roy Ross.

Old Business

Andrianna wanted an update on the PMP meets/exceeds/outstanding ratings list that is turned in by the institutions presidents. Rosario noted that there is no update on this data as of yet.

Also we would like to encourage the chancellor at the executive committee meeting to find the necessary funding to conduct the nonexempt employee salary survey that normally occurs in the fall. The new salary structure would be effective 07/01/2003.

New Business

New CUSS schedule (attached).

Andrianna received an email from Lisa Woznicki from TU. She was writing to express her thoughts on the current tuition remission policy. She feels that it discriminates against certain majors such as music that requires many one-credit courses. Discussion among CUSS members determined that there is a need to look into the wording of two classes up to 8 credit hours. We would like to remove the class limit. This will be an issue explored by the benefits/compensation committee.

The meeting was adjourned at 2:44.

The next scheduled meeting is September 17, 2002 at UMBI.