

Council of University System Staff
April 27, 2004
UMCP

Members Present	Alternate Members
Marie Meehan - BSU	
Patrick McLane - FSU	
Judy Lowe – SU	
Angie Brickhouse - TU	
Gloria Gaguski - TU	
Ray Frederick - UB	
Colette Becker - UMB	Bill Crocket - UMB
Joe Hill - UMBC	Marjorie Gill - UMBC
Carol Prier – UMCP	
Andrianna Stuart – UMCP	
Mary Graham-Fisher - UMCP	
Andrew Rein – UMUC	Jim Hartsock - UMUC
Roy Ross – UMB – Past Chair	Chancellor’s Liaison to CUSS –
Non-Voting Member	Rosario I. van Daalen
	Guest: Dr. C.D. Mote, President UMCP

Call to Order

The April CUSS Meeting was called to order by Chair, Joe Hill, at the University of Maryland, College Park.

Carol Prier welcomed CUSS to UMCP. She introduced Dr. C.D. Mote, President of UMCP, to the group. Dr. Mote welcomed us to UMCP and the TAP Building. This building houses an incubator program for technology companies in partnership with the University and the State of Maryland. Forty-eight new companies have been created through this program. Dr. Mote also spoke on the very successful Maryland Day Open House held on the UMCP Campus with over 70,000 in attendance, young and old, participating in the various activities. Faculty, staff, and students worked together to make Maryland Day a success. Dr. Mote stated that the staff at UMCP is committed and dedicated to the University’s mission. They bring longevity and experience to the success and continuity of the University.

After review of the minutes, a motion was made and seconded to approve the minutes for the meeting held at UMB on 3/16/2004.

Report from the Chancellor’s Liaison to CUSS

- The Policy on Accident Leave for Exempt and Nonexempt Employees, VII-7.40, was approved by the BOR. Approved also by the BOR was Policy VII-7.50, Family and Medical Leave. They can be found on the USM Policies Website.
- The COLA will be 752 Flat Dollar for all employees beginning on 7/1/04; 2.5% merit increase for Nonexempt employees beginning 7/1/04; and the merit for Exempt is an average of 2.5% from a pool to be distributed as supervisors deem appropriate. The Maryland General Assembly did not approve the SRA Match Fund for FY05.

- The Liaison recommended we all should attend the Life Planning Seminars sponsored by the State Retirement Agency of Maryland because they will end on 6/30/04. There is much information to be gained for life planning in retirement years.
- The USM Board of Regents is working to fulfill its mission through effective and efficient management of its resources. Chairman Kendall is working on collaborative efforts between the USM Institutions. Regent Wood is working on the resource development piece addressing facilities' plans for action (new, antiquated, etc.)
- SB688 was passed which will set up a 401(a) tax deferred account for annual leave upon termination or retirement to take effect July 1 2005. The age requirement remains to be set. Ms. Van Daalen clarified Senate Bill 688 which links with an IRS Law to place unused annual leave in a special pay plan retirement fund 401a account, no taxes until withdrawal, (10% penalty if withdrawn before age permitted by IRS). This policy will have to stipulate who is eligible and at what age it will be mandatory for that specific group. The State Department of Personnel will be drafting the applicable language to comply with the law. Presently, when an employee retires or leaves he/she receives cash for any unused annual leave
- Assistant Attorney General John Anderson will retire on July 1, 2004.

Chair's Report:

- BOR Finance Committee met on 3/18/04. A vendor for electrical consumption was discussed.
- The full Board of Regents met on 4/16/04. Roy presented the CUSS BOR Staff Award candidate packages to the Board for their review and approval. The Chair brought a point of concern to CUSS members on the selection confidentiality. All information on the selection of the candidates must remain with CUSS until the BOR reviews and makes the final selection and award the recipients.
- Joe Bryce, Associate Vice Chancellor for Governmental Relations met with this group to discuss objectives for the next Fiscal Year 2005.
- Suzanne Luers, formerly the Benefits Coordinator at UMCP, has accepted a position in the Human Resources Department at UMCES.
- At the Chancellor's Council, Joe described his trip to Annapolis going door to door to all the legislators delivering our letter of concern. Joe presented the Exempt Salary Structure with the old salary guidelines along with the recommended new salary guidelines. He emphasized that it's the Institutions' responsibility to see that the market value salary guidelines are met. The Chair suggested we go back to our Institutions and promote the new Exempt Salary Guidelines and bring back information from the Staff Councils/Senates.

Committees broke into Work Groups:

Committee Reports:

All Committee Chairs must submit their yearly report on the activities on their Committees by the May meeting. These reports will be submitted to the Communications Committee to be included in the CUSS Newsletter which will consist of years 2002-2003 and 2003-2004 to be distributed by August 2004.

Communications Committee:

The CUSS Newsletter will be completed shortly. The newsletter will be distributed to all staff members at the USM Institutions and posted on the CUSS Webpage. Ray Frederick will assist this

committee to help get the CUSS Newsletter completed. The Executive Committee will review the Newsletter for final approval and send it forward to the printer.

Benefits and Compensation Committee

This committee will continue to review the BEST Policy for any revisions or verbiage changes to make it more compatible to move it forward to the Vice Chancellor for review and possible approval. This committee will be reviewing pay for performance and the administration's participation or lack thereof.

Legislative Committee:

HB 1188 would cap tuition increases at 5% per year, but Gov. Ehrlich will not commit without a source for funding and will veto this bill. There will probably be no further raises for the next few years. There will be increased fees for car registration, septic, and water services. CUSS would like to meet again with Joe Bryce, Assistant Vice Chancellor for Government Relations to discuss budget matters for FY05.

Community Development Committee:

The six BOR Staff Awardees for 2003-2004 have been chosen. Letters will be sent to the BOR for their approval. The Chair thanked the Committee for a job well done. The presentation of the Awards may take place at the BOR Meeting on 6/23/04. A reception to honor the Awardees was suggested to be held in October at the Chancellor's residence, Hidden Waters.

The transitional meeting will be at UMCES at Solomons Island on either Monday, 7/26 or Tuesday, 7/27 to be discussed at our May meeting. Assignment of food for the transition meeting will take place at this meeting.

Old Business:

No Old Business.

New Business:

CUSS will have nominations Chair, Vice Chair, and Secretary at the May meeting with elections in June. The new term will run from August, 04 to July ,05. Roy will prepare the Certificates for all CUSS Members.

A question was raised whether an employee could donate sick leave to another employee. The USM Liaison stated that there is a Leave Reserve Fund that employees can draw from after exhausting their leave. An employee in need should check with their Human Resources Department for information on this Leave Reserve Fund.

Andrianna Stuart distributed UMCP's MOU, "Article 20. - Shared Governance Related to Collective Bargaining." (See attachment)

Having nothing further, a motion was made and seconded to adjourn the meeting.

The next CUSS meeting will be on May 25, 2004 at University of Maryland, University College.

Marie L. Meehan
Respectfully Submitted,
CUSS Secretary
6/16/04

University of Maryland College Park's

MOU

Article 20 – Shared Governance Related to Collective Bargaining

“The Union supports the existence of organizations in which input from employees is gathered to advise the University on matters of interest to the University community. All University committees, senates, forums, organizations, and associations that existed prior to certification of AFSCME as the exclusive bargaining agent for Nonexempt bargaining unit employees may continue to operate, and any new University organizations created in the future may include as part of their regular business, discussions and decisions on any issue considered within the scope of bargaining as set forth in Title 3, Subtitle 5, Section 3-502 of the State Personnel and Pensions Article of the Annotated Code of Maryland, and as it may be determined by the State Higher Education Labor Relations Board or court of competent jurisdiction.

However, any recommended action made by any such committee as it pertains to bargaining unit employees on any subject which constitutes a mandatory subject of bargaining may not be approved, finalized or implemented by any University until the University notifies and bargains with AFSCME. Any recommended action made by any such committee as it pertains to bargaining unit employees on any subject which constitutes a permissive subject of bargaining may not be approved, finalized, or implemented until the University notifies and, if requested, initiates bargaining with AFSCME over the impact of said action.

- a. The University shall provide a copy of this provision to the Campus Senate, and any other similar University organizations identified by AFSCME.
- b. No employee who is a member of the bargaining unit shall be precluded by the University from participating or holding office in any University organization or committee.
- c. Members of the bargaining unit who participate in shared governance or similar University organizations are not empowered to enter into any agreements or waivers regarding the provisions of this MOU or any collective bargaining rights conferred by law to the exclusive representative.”