

Council of University System Staff

12/11/07 Meeting USMO Offices

	Executive Committee	Members/Alternates
Bowie State		Marie Meehan Dale O'Neal
Coppin		
Frostburg		
Salisbury	Janine Vienna, Vice Chair	
Towson		Gloria Gaguski
UB	Kimberley Lynne, Co-Secretary Judy Sabalauskas, Co-Secretary	
UMB	David DeLooze, Member at Large	Colette Becker Roy Ross
UMBC	Joe Hill, Member at Large	Linda Brown Deborah Geare
UMBI		Adavi Venkat Jamie Kasco
UMCP	Larry Lauer, Previous Chair	
UMCES		
UMES		
UMUC		Scott Wibbert Cassandra Lewis
USMO	John Wolfe, Jr., Chairman Rosaria van Daalen, Chancellor Liaison	Mary Reed
Guests	Liina Landon, Towson Chancellor Brit Kirwan P.J. Hogan	

Distributed pre-call to order:

- Larry Lauer had copies of the newsletter available
- Larry distributed a two page description of Leadership in Energy and Environmental Design (LEED)
- John distributed a copy of the CUSS support of Maryland Student Climate Coalition letter

- Dave distributed Summary of 2007 Special Session of the MD General Assembly

John Wolfe **called the meeting to Order** at 9:55AM.

Guest Liina Ladon introduced herself – she might join CUSS, representing TU. She is both staff and faculty.

Rosario **welcomed the group** to the USMO offices.

Minutes: September minutes have been approved. October and November minutes are under review.

President Report – John Wolfe, Chair

2009 Budget - Dave distributed in hard copy and emailed the Special Session review.

HB1 – Budget Reconciliation Act – expresses legislative intent that the Governor should make reductions of \$550 million in general funds from the FY2009 current services baseline budget and consider proposing legislation at the 2008 Session to defer formulae increases and alter funding mandates in order to slow growth in spending.

- Eliminate 500 vacant positions from the Board of Public Works;
- \$77 million of available monies in the State Employees and Retirees Health and Welfare Fund be used in the FY2009 budget to pay for an additional pay period in which health contributions are not required;
- Any non-capital appropriations from the new Higher Education Fund (HEIF) are used in determining funding levels for community college and private institutions of higher learning.

SB2 – Tax Reform Act of 2007 creates HEIF to invest in both public higher education and workforce development in order to keep tuition affordable. John pointed out that Maryland is the only state to create an investment fund for higher education.

- Corporate income tax increased from 7-8.5% and
- Some personal income tax, sales tax, and recordation and transfer taxes changes.

SB3 - MD Education Trust Fund - and HB4 Video Lottery Terminals -- Referendum to the voters to vote for slots for the primary purpose of raising revenue for public school education pre-kindergarten through grade 12, public school construction and capital improvements, and construction of capital projects at community colleges and public senior higher education institutions.

HB5 Transportation and State Investment Act provides additional funding for transportation:

- Sales/use and vehicle excise tax – increase from 5-6%;
- Tobacco tax up a dollar;
- Scholarships for health workforce shortage.

SB6 – Working Families and Small Business Health Coverage Act – emergency bill creates MD Health Care Coverage Fund to support health care coverage for individuals and families with low or moderate income.

Budget Discussion:

- Point is to keep tuition affordable to MD students. Maryland has the 7-8th highest tuition in the USA. Hope to drop to 14-15th with the legislative changes. Out of state students pay 100%.
- Maryland state higher ed support is 23% now. John remembers when it was 50%. The 1300 private higher educational institutions get a smaller percentage. The past twenty years has seen the development of Institutional Advancement across public campuses.
- Group discussed pattern of funding in public higher education -- \$172 million two years ago to USM – surplus -- and now in a deficit.
- Larry said that other demands on state system pulling from education. Trend for public universities to become more expensive.
- Maryland's education system is an economic engine for the state.

The MD Student Climate Coalition – John will present his letter of CUSS support of the MSCC goal of carbon neutral campuses to the Board of Regents 12/14/07 at UB.

- Janine said that all institutions are charged with creating a committee that investigates carbon footprint/energy use. The Chancellor has asked all campuses to make a commitment to being environmentally conscious.
- Larry said that all UMCP new buildings are being constructed under silver LEED certification. Retrofitting a building to be LEED certified is more expensive than designing it that way from the beginning.
- Joe said that funding is available to build buildings but not maintain them.

- Rosario suggested that one of the remaining CUSS meetings be hosted in green Shady Grove's Building Three.

John reported that the **Chancellor's holiday party** on Sunday was lovely.

HR Liaison to the Chancellor Report – Rosario van Daalen

Discussion on question related to **working on December 24, Christmas Eve**. When a holiday falls on a weekday, between a work day and the weekend, Governors, in the past, have given the day off. If the Governor decides that he will designate Christmas Eve as a holiday this year (and the Federal Government has deemed it so), then the institutions' calendars will be adjusted accordingly.

Policy for **Contingent Employment** – Report on conversion from Contingent Category II Employee Status to Employee status. Contingent Category II Employees with three years of service by July 1, 2007, were to be converted to Regular according to the terms specified in the policy.

A draft of the **Teleworking policy** is ready, but the timing of implementation is sensitive. HR asked to hold off on review and implementation until the legislative session is over in spring 2008.

Domestic partner benefits bill passed at the last General Assembly for the State of Maryland employees, but there's no guarantee that the State Government Employees will get those benefits. The bill was written for Maryland employers at large. Insurance providers allow domestic partner benefits. State Employees will have to wait and see if the State Department of Budget and Management-Employees Benefits Division (DBM-EBD) will be authorized to offer it. Criteria for definition of domestic partner are very strict and stems from the IRS. The State Insurance Commissioner, Ralph Tyler, has been charged to develop regulations for implementation.

Biannual Exempt Market Salary Survey is moving along on schedule. Will be discussed at the next Vice Presidents' meeting. Propose approximately 10% increase on salary structures; with a 12% increase to the first level to reduce compression between Nonexempt and Exempt. Cost is approximately \$250,000 for the required adjustment to increase salaries that fall below the new minimums of the two Exempt Salary Structures (Traditional and Wide). (See old Business)

Guests: Chancellor Kirwan and P.J. Hogan, Associate Vice Chancellor

The Governor's Chief of Staff requested that the Chancellor and PJ have a semi final discussion on the budget that afternoon, so they had fifteen minutes with the group. The Chancellor briefly reported that USM came through the **Special Session** well, but there's still a \$5 million gap. A tremendous outpouring of support – over 8000 messages from the system – mostly staff – made a difference to the legislators.

The Chancellor reviewed the issue of the question of **Christmas Eve** as a holiday. He thought he'd hear from the Governor's Chief of Staff today. Federal government has already given the day as a holiday.

Group discussed the **Hogan Commission** with P.J. – the commission was supposed to finish its working report in December but the Special Session delayed it. P.J. said that it will be extended but there will be an interim report. Since P.J.'s move to USMO, John Bohanan, of the House Appropriations SubCommittee, has championed the Hogan Commission.

Hired new Director of Government Relations, **Andy Clark**. Andy and P.J. will more engaged at the federal level and take advantage of the geographic location. The 2008 MD Genearl Assembly Session begins 1/9/08. CUSS legislative council will consult with P.J.

The Chancellor vowed to attend the next CUSS meeting on 1/22/2008 at UMCP to make up for the short meeting today.

Committees met

Executive Committee -- John is composing drafts of the **CUSS letters to the legislature** (to the Governor and members of the House and Senate). One letter is an introduction with the newsletter. Second letter will list concerns – FY09 budget, funding/support, and advocacy plan. Joe Hill will supply John with previous chairman letters.

Talking points for **agenda 1/22/2008 shared meeting** with CUSS/CUSF and the Chancellor. Invite P.J. Hogan and Joanne Goedert, Assistant Attorney General, Educational Affairs. The topics are as follows (per John's draft):

- Councils' Support of USM FY 09 Budget Requests
- Tuition Remission: Definition of Dependent
- USM Green Initiative (Share CUSS endorsement letter on Maryland Student Climate Coalition)
- Shared Governance Issues(Joint letter from CUSF/CUSS requesting Chancellor, Regents, and Presidents' support)

- Service Commitment (Valuing the importance of staff performance evaluations in all instances where faculty has supervising responsibilities over Staff employees)
- Promote the Benefits of Higher Education in Maryland.
- CUSF/ CUSS Support for Student Legislative Day

John has drafted the agenda, sent it to the Executive Committee and will send it to CUSF chair John Collins.

Benefits & Compensation Committee – only had two members – know that issues are domestic partner and dependent definition.

Communications Committee – Marie reported

- Lost Marvin Pyles who was going to modify the newsletter
- UMUC has a new member
- **Coppin rep** – Bernadette Bell retired so there is no representative. We need to follow up with the Chancellor. He had said at the November Executive Committee meeting that he wanted to wait until the new Coppin president was in place before addressing the absence of shared governance at Coppin.

Community Development – Colette reported - All of the reviewers for BOR staff awards are signed up. Information will be supplied at the next CUSS meeting – applications and nominations in January meeting. In February, the subcommittees will review staff awards nominees.

Legislative Committee – Roy reported that in addition to budget discussions he had heard a limited bipartisan projection that the budget will end up in a surplus by end of next year if the economy performs well. In review again,

- Governor reduced the gap to \$550 million,
- Eliminate 500 Public Works vacancies,
- No cuts in public education,
- Corporate tax 7-8.25% -- funds HEIF,
- One insurance period added without employee paying for it in 2009 – has to do with leap year,
- Sales tax going up,
- University funding up to \$55 million – still less than last year,
- There might be supplementals in regular session to request more funding,

- COLA written into the budget – probably will be 2% -- Governor has until 12/31/2007 to decide,
- July 1, 2008, employees' mandatory contribution to pension plan increases to 5% and it is capped at that rate, and
- Lottery referendum vote.

Old Business

Janine created an incredible spreadsheet survey, tracking the **2000 Pay Administration Policy reports from the USM institutions**.

The data is 7 years old but the question remains: are our institutions following the same policy? Or is any policy in place?

Next step: either John or Janine will send a letter to the HR departments with the 2000 information in a template and request updated information.

Next meeting 1/22/2008, 10AM UMCP – meeting will follow UMCP snow policy – you can access that via (301) 405-1000. Larry distributed maps to the meeting room.

Respectfully submitted, Kimberley Lynne, UB