

**Council of University System Staff  
March 25, 2008  
University of Baltimore**

In attendance:

	<b>Executive Committee</b>	<b>Members/Alternates</b>
Bowie State		Marie Meehan
Coppin		
Frostburg		Gary Love
Salisbury	Janine Vienna, Vice Chair	Jackie Eberts
Towson		
UB	Kimberly Lynne, Co-Secretary Judy Sabalauskas, Co-Secretary	
UMB	David DeLooze, Member at Large	John Barber Colette Becker Roy Ross
UMBC	Joe Hill, Member at Large	
UMBI		Jamie Kasco
UMCP		Sr. Maureen Schrimpe, IHM
UMCES		Gus Mercanti
UMES		
UMUC		Scott Wibbert Ayman Abdo
USMO	John Wolfe, Chair Rosario I. van Daalen, Chancellor's Liaison to CUSS	Mary Reed

**Call to Order:**

John Wolfe Chair called the March 25, 2008 meeting to order at 10:00 am

**Welcome and Introductions**

Judy Sabalauskas welcomed us and turned the greeting over to Kimberly Lynne, who introduced Provost Vim Wiewel. Provost Wiewel addressed the role of Shared Governance at UB and how the community needs to be educated on the role it plays in bringing staff and the system together.

After the greeting, the February minutes were reviewed, amended and approved.

**Chairs Report**

- Legislative updates:
  - The discussion of any new legislation ended last night. The Senate bills are now being passed to the House for approval and the Senate will review and approve the House Bills. John provided a state budget handout for us to discuss.

- Joe Hill had sent an E-mail earlier regarding the Cola and Merit pay. Between now and April 7<sup>th</sup>, the language from both the House and the Senate must be the same in order for the bill to pass.
  - The proposed State budget allows for some give and take. Instead of dedicating \$15 million to HEIF, which was intended to be a budget enhancement, \$28 million is being siphoned off the budget to pay for HEIF. The result is a reduced higher education budget which will result in future reductions. Since 2003, the education budget has gone from \$180 million to \$67 million. Tuition needed to be raised in order to meet the shortfall.
  - The funding of the Hagerstown Higher Education Center is causing anxiety. One delegate is pushing to cut funding from the state budget and suggesting the \$1 million needed come from USM's budget. The USM budget is not large enough to cover this expense. Both Chancellor Kirwan and CUSF are opposing this suggestion.
  - There is a House Bill to ensure tax dollars are not used to advertise state institutions. The bill requires a legitimate auditing function be passed into law.
- The USM Web site has a list of all the legislation that affect Higher Education. We were encouraged to look at it.
  - These are some of the House bills and USM's position on them:
    - 1068 – Text book voucher – In favor
    - 1114 – Optional defined system enrollment – Opposed. Bill does not seem to make sense.
    - 1222 - State Pension bargaining - Supported with an amendment
    - 538 – Adjunct faculty - Opposed. Want to make it a summer study
    - 1220 – Collective Bargaining MOU revision could supersede existing one without an election or vote from members – Opposed
    - 603 – Health Care coverage of USM – Amend to a study bill. The USM would pool the entire system into one insurance group. This would ensure coverage for more including graduate students who receive salary and benefits
    - 704 – Regarding the lack of an independent budget for BRAC involvement. There has been no answer as to how the program will work.
  - Senate Bills worth notice:
    - 177 – Flexible leave act – USM will not be exempted. Carry over of accumulated annual leave would go from 400 to 600 hours of annually.
    - 438 – Cultural Diversity in Higher Education – supported with amendment. John Wolfe testified and provided a definition for diversity: “the variety of characteristics that define an individual to include race, sex, and interpersonal style of working.” The bill would require reports on whether the enhancement of cultural diversity improves graduation rate. This would be more than difficult to define and track.
    - 464 – program duplication – support with amendments. The bill will allow MHEC to review for duplication of academic programs – opposed.
    - 624 – election law giving the student the right to register and vote. Instead of making this option available in September, it would be moved to October 10<sup>th</sup> when the eighteen year old and older students would be more interested in registering to vote.

- 952 – Admission standards to drop SAT scores. College Board will oppose it

### **Chancellor's Liaison Report**

- Open enrollment training will be held tomorrow. There is no news on the Domestic Partners benefits. All rates will go up slightly except for Kaiser Permanente which had the highest jump in rates last year.
- As a result of Janine Vienna's extensive report on the Exempt Pay Plan Administration Program, Towson followed through and sent a large book of materials on their current plan.
- Rosario reminded us about the new Life Cycle Fund option with TIAA CREF
- The OPR employee match has not been decided. If there is no COLA or Merit pay, it will be difficult for employees to match the contribution.
- Rosario stressed the importance of accurate time keeping with regard to the following:
  - Contingent employees
  - Non-exempt who work overtime must have their reports signed in order to receive overtime pay
  - Using employee leave without reporting it is grounds for dismissal
  - Exempt staff must pay closer attention to duty days and holidays. If "saved holidays" are used when they actually occur, the employee must use annual leave to cover the December break when the university is closed.

### **The Committees met during lunch**

### **Committee Reports**

#### **Community Development – Colette Becker**

- The BOR awards are final. Colette needs to finish up the summaries by the end of the week for the next BOR meeting, April 11
- John Wolfe reported that at the Chancellor's Council, there was a sense of discomfort in relation to faculty supervisor's nominating staff for the BOR awards. We need to capture the general support of the University's Presidents in our effort to revitalize shared governance at every institution. The good news is that the BOR is showing more interest in CUSS matters.
- All present agreed that the BOR should be given a statistical report on the response to the award which would include the slate on nominees over the last five years.

#### **Communication – Marie Meehan**

- The annual Committee report deadline for this year's newsletter is May 20, 2008
- The target publication date is August.
- The Web site has been updated. Minutes will be posted.

#### **Legislative – Roy Ross**

- If the budget is not completed by March 31<sup>st</sup>, the Governor will have to make a proclamation to extend the deadline. The House version places the State in a better position. The Senate version includes a \$1 million cut to USM.
- House Bill 83 passed – The day after Thanksgiving will be declared American Indian Heritage Day. This does not increase the number of paid holidays each year.

#### Benefits – Jackie Ebert

- They are still working on cataloguing non-monetary benefits available to all employees across the system. The purpose is Community building vs. revenue generating.
- There has been an erosion of benefits.
- They want to look into the MTA benefits that are extended to all State employees excluding USM employees.

#### Executive – John Wolfe

- The Executive Committee asked for approval to develop an educational program on Shared Governance that would be presented to each institution the day before the monthly CUSS meeting at that institution. The motion was approved.
- A task force composed of the executive committee and former CUSS participants will be formed and will meet before the April CUSS meeting. The purpose is to put together a draft of the program to discuss at the regular meeting.

#### **Old business**

- Janine transferred her Pay Administration HR survey to Jackie Eberts. Once the contents of the survey are agreed upon it should be given to each institution HR department.
- Don Boesch, Vice Chancellor in charge of the Green initiative would like each institution to come up with a position on teleworking for each staff position

#### **New Business**

- We need to look at succession protocol because our Vice Chair Janine Vienna has accepted a new position at Wor Wic Community College and will not longer be able to serve on CUSS. John expressed his gratitude for Janine's dedicated service to CUSS over the years and her ability to assume the Chair's responsibilities in his absence. Her work on gathering the cross institutional information on the Pay Administration Plan was above and beyond expectations. It will be seen as a major CUSS contribution to USM employee benefit administration.
- All wish Janine success in her new job and will miss her.

Next meeting is scheduled for April 22nd at Towson University.

*Minutes submitted by Judy Sabalauskas*