

Council of University System Staff (CUSS) Meeting - MINUTES

June 23, 2009

University of Maryland Eastern Shore (UMES)

In attendance:

**Members**

Absent	BSU
Absent	CSU
Absent	FSU
Carol Barr	SU
Jackie Ebert	SU
Brenda Yarema	TU, Member At-Large
Karyn Schulz	UB, CUSS Co-Secretary
Giordana Segneri	UB, CUSS Co-Secretary
David DeLooze	UMB
Colette Becker	UMB, CUSS Vice Chair
Joe Hill	UMBC, Member At-Large
Absent	UMBI
Gus Mercanti	UMCES
Larry Lauer	UMCP, CUSS Chair
Sister Maureen Schrimpe	UMCP
Willie L. Brown	UMCP
Renà Finney	UMES
Ayman Abdo	UMUC
Jessica McCarty	UMUC
Mary Reed	USMO

**Alternates/Guests**

Lori Smith-Watson	UMBC
Marie Meehan	BSU
Dale M. O'Neal	BSU
Ron Kasl	UMB
Chenita Reddick	UMES

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Chancellor's Liaison to CUSS:  
Rosario I. van Daalen USMO

1. WELCOME AND INTRODUCTIONS

- Renà Finney welcomed CUSS to UMES and introduced Charles Williams, Vice President of Academic Affairs

2. APPROVAL OF MINUTES

- Chair Larry Lauer requested minor adjustments to May minutes
- Minutes approved as amended

3. CHAIR'S REPORT

- a. CUSS Chair's letter to Regents on UMBI

- Larry Lauer wrote letter of concern to Chancellor and Regents regarding UMBI urging that Staff at central administration and centers should be treated with as much consideration as possible
- Letter outlined three specific suggestions:
  - All procedures should be followed to protect Staff
  - UMBI Staff should have first right of refusal to other USM positions
  - Staff who work at UMBI should continue to have right to study at any USM institution so as not to interrupt their or their dependents' educations
- Larry Lauer sent letter to CUSF and UMBI senate
- Regent Cliff Kendall told Lauer he agreed with letter
- Much support for letter from attendees at Regents meeting in Frostburg on June 19, 2009
- CUSF endorsed letter and wrote Chancellor about it
- Larry Lauer said CUSS will make the same recommendations to the presidents involved

b. Report of the Ad Hoc UMBI Review Committee to the Board of Regents

- Centers will be divided up among institutions for administration purposes
- Regents voted to accept all recommendations
- All employees guaranteed their jobs through June 30, 2010; UMBI will still exist as an organization through Fiscal Year 2010
- At Regents meeting, Chancellor Brit Kirwan also said USM would work to assimilate Staff into other institutions
- UMBI has 230 Staff total (as of 2006); group at central administration most at risk
- Will be ongoing issue throughout year

c. Budget Cuts

- Larry Lauer expected more detailed discussion of budget at Regents meeting

- At Chancellor's Council meeting, Brit Kirwan said no word yet on cuts; a much larger cut is possible, but the governor has not said anything yet
  - Regents did not raise tuition per the governor's political promise, but backdoor cuts are viewed as unfair
  - Regents are fighting hard to minimize the impact of a future cut as much as possible
  - Brenda Yarema: part of cuts are new spending (projected expenditures), since USM was given 1.7 percent increase over last year's budget
  - Lots of rumors about furloughs and layoffs, but it is too soon to know what will happen
  - State used \$1 billion of stimulus money to balance the budget
- d. Chancellor's and Presidents' councils meetings cancelled for July
- e. Baltimore Hebrew University will now be a branch of Towson University; it asked to become part of a state institution
- f. Elections for CUSS Chair, Vice Chair and Secretary
- Dave DeLooze (UMB) withdrew from the election for CUSS Chair because of his job duties, leaving only Willie Brown on the ballot
  - Willie Brown (UMCP) elected as Chair by acclamation
  - Joe Hill: In the past, candidates have been given the opportunity to talk about why they want to serve and then leave the room for the body to discuss
  - Vice Chair candidates presented:
    - Dave DeLooze, UMB
    - Colette Becker, UMB
    - Lori Smith-Watson, UMBC
  - Colette Becker re-elected as Vice Chair
  - Karyn Schulz and Giordana Segneri (both UB) were elected as Co-Secretaries by acclamation
  - Elections for two at-large members will occur at the August meeting; they cannot be from UMCP, UMB or UB

- Nomination will be accepted during New Business
- g. Board of Regents Awards
  - Six winners approved; will be invited to Chancellor's reception in December
    - Vassie Hollamon, exempt, associate director of operation and maintenance, UMB: exceptional contribution to institution and/or unit to which the person belongs
    - Ralph Murphy, nonexempt, teaching lab technician, Department of Biological Sciences, UMBC: exceptional contribution to institution and/or unit to which the person belongs
    - Raft Woodus, exempt, director of Student Success Programs, Center for Student Diversity, TU: outstanding service to students in academic or residential environments
    - Mary Leeper, nonexempt, administrative assistant, Student Affairs/SGA Department, TU: outstanding service to students in academic or residential environments
    - Marty Newman, exempt, assistant director, delegated procurement, Department of Procurement and Supply, UMCP: extraordinary public service to the university or the greater community
    - Connie Mitchell, nonexempt, program administrative specialist, School of Pharmacy, Maryland Poison Center: extraordinary public service to the university or the greater community
  - Rosario van Daalen: recommends committee revisit the working of categories to relate more directly to a wider representation of Staff job duties
  - Do all Institutions have certificate of recognition for those who are nominated but are not selected to receive the award?
  - Awards Committee will send a letter with Larry Lauer's signature to USM presidents recommending they recognize nominees
- h. Schedule for Fiscal Year 2010 Meetings
  - No schedule changes; schedule voted on and approved
- i. Mary Reed (USMO): Check Web site for CUSS representative's information for entire Institution (e-mail her at [mereed@usmd.edu](mailto:mereed@usmd.edu))

- Need name, institution, address, phone/fax numbers, e-mail addresses, committee
- Committees should define goals for the year

j. Jackie Eberts: If UMBI is still in existence until June 30, 2010, it should have two representatives for the coming year. Larry Lauer said he would discuss this with UMBI's president when he sees her.

#### 4. REPORT FROM THE CHANCELLOR'S LIAISON TO CUSS - Rosario van Daalen

- Shared old documents (1990-91) with Larry Lauer from when MIANR (Maryland Institute for Agricultural and Natural Resources) was dissolved
- Letters of commitment were written to protect the right of programs, etc.; as people come and go, things are forgotten, so it's good to have a paper trail (as relates to UMBI)
- Letters discussed rights for employees, retirees and dependents
- UMBI is not under Collective Bargaining but Staff may be going to institutions that are
- Jackie Eberts: Since some institutions have lifted the hiring freeze, would now be the time to consider absorbing the UMBI Staff rather than waiting till next year?
- Rosario van Daalen: Staff are already looking
- Joe Hill: Can we encourage a proactive transition that allows Staff to stay at UMBI but protects them upon dissolution?
- Dave DeLooze: salary structure guaranteeing equal or better salary than that of other state workers—question of intent
- Rosario van Daalen hasn't heard of any meetings scheduled for the Blue Ribbon Commission on retirees' health care since the last one on March 2 which was canceled due to snow; report is due at the end of December 2009
  - Rosario van Daalen suggested the CUSS Legislative Committee follow the situation closely

#### 5. CUSS NEWSLETTER

- Jami Kasco at UMBI headed up the newsletter last year; it was done electronically
- Colette Becker will take over
- Needs to go out in August

- Rosario van Daalen will get the article for the Chancellor's Message, Larry Lauer working on his letter, chairs of committees should draft a paragraph about what they have accomplished in the past year
- Draft of newsletter should be presented at the July meeting (July 10 latest to get reports to Colette Becker)
- Jackie Eberts: Should CUSS publish a mini-newsletter twice a year?

## 6. COMMITTEE REPORTS

- Executive Committee
  - Larry Lauer will send a letter with UMBI recommendations to the chair of the Presidents' Council and copy presidents and HR directors
  - Also recommend policies involving family members be reviewed (next year's agenda); CUSS would have input on policies but would not be responsible for developing policies
  - Jackie Eberts: Believes 600 hours of annual leave for other state employees carry over but are not paid out
  - Rosario van Daalen: USM offers advanced and extended sick leave plus a leave reserve bank (VII-7.11). Advanced leave requires pay back; extended and reserve bank do not.
- Legislative Affairs Committee
  - Will check in to Blue Ribbon Commission meetings
  - Will check legislation on leave accruals
- Community Development Committee
  - Looking at Staff Awards policy to make nomination easier to involve more institutions
- Benefits Committee
  - Benefits collection database
  - Also check on Blue Ribbon Commission
- Communications Committee
  - Newsletter revamped and electronically distributed

- Newsletter can go to all Staff, including union
- Web site updated
- Co-secretaries charged with preparing the appreciation certificates for July meeting: Joe Hill has template, work with Mary Reed

7. OLD BUSINESS

8. NEW BUSINESS

- Nominations for Members At-Large
  - Lori Smith-Watson, UMBC
  - Brenda Yarema, Towson University
  - Joe Hill not running

NEXT MONTH'S CUSS MEETING: July 28, UMCES, Solomon's Island, MD