

Council of University System Staff (CUSS) Meeting - MINUTES

Sept. 28, 2010

University of Maryland, Baltimore

Baltimore, MD

In attendance:

Members

Cynthia Coleman	BSU
Chris Thomas	CSU
Absent	FSU
Jackie Eberts	SU
Brenda Yarema	TU
Giordana Segneri	UB, CUSS Co-
Colette Becker	UMB, CUSS Vice Chair
David DeLooze	UMB
Roy Ross	UMB
Lori Smith-Watson	UMBC
Joel DeWyer	UMBC
Absent	UMCES
Absent	UMES
Willie Brown	UMCP, CUSS Chair
Sister Maureen	UMCP
Dolores Jackson	UMCP
Mary Reed	USMO
Ayman Abdo	UMUC
Melissa Stein	UMUC

Alternates/Guests

Mi'Shaun Stevenson	BSU
Karen Tyler	BSU
Stacy Wassell	FSU
Bernard Wynder	FSU
Gina Boobar	SU
Gynene Sullivan	UMB
Joe Hill	UMBC
Debby Mathis	UMUC

Chancellor's Liaison to CUSS:

Rosario I. van Daalen	USMO
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1. WELCOME AND INTRODUCTIONS

- Peter Gilbert, Vice President for Planning and Accountability, welcomed CUSS to the University of Maryland, Baltimore

2. APPROVAL OF MINUTES

- Minutes for both July and August 2010 were approved as amended
- Mary Reed passed around the membership list from the CUSS website for confirmation/corrections

3. VICE CHAIR'S REPORT

- CUSS and CUSF will hold a full joint meeting, approved for Nov. 16 at the University of Maryland, College Park
 - Dr. Loh, the new president of the University of Maryland, College Park, will attend
 - All members and alternates are encouraged to attend

- Board of Regents Ad Hoc committee met to finalize information for packets to be distributed to all Institutions imminently
- Roy Ross will serve on CUSF's collective bargaining panel on Oct. 14
 - CUSF is looking into the possibility of collective bargaining
 - They have lots of unanswered questions
 - They're hoping Roy Ross can share the CUSS perspective and experiences
 - Colette Becker attended the Presidents Council meeting; collective bargaining was on the agenda, but it was pulled off the table
 - CUSF is split half and half in support of collective bargaining
- VOTE: bylaw revision
 - Gus Mercanti submitted a proposal to remove the 2,000 Staff employees member cap from the apportionment to make three representatives the maximum
 - **APPROVED** (Dave DeLooze made the motion; Sister Maureen Schrimpe seconded)
- Wiggio
 - Only useful if everyone commits to using it
 - Wiggio is useful because it consolidates information and avoids multiple listserv e-mails
 - Providing rough timeframes for responses on Wiggio—when responses are necessary—would be helpful
 - **DECISION: continue use of the listserv; perhaps use Wiggio for committee work**
 - Wiggio is useful as an archiving tool
 - If we decide to use Wiggio, all members need to be committed to utilizing it for the prescribed purpose
 - **ACTION: Colette Becker will send the Wiggio link to the CUSS listserv again so members can familiarize themselves with the tool**
- Board of Regents Awards runner-up certificates have been completed and mailed
- Orientation
 - Roy Ross distributed a packet of legislative information
 - If needed, orientation will be done at the October meeting
 - Mary Reed: Anyone who's new should participate in orientation
 - Website Standing Committees page is a pain because of the ongoing process of assigning people to committees; it makes upkeep difficult
 - **DECISION: we will not list standing committee membership on the Web; we will list on the names of the committees and their charges; this will reduce work for Mary Reed and CUSS to keep membership lists up to date**
 - **ACTION: Ongoing orientation**
 - **Announce new members during Welcome and Introductions at every meeting, since each Institution holds elections at different times of year; it's incumbent upon CUSS members in attendance to ask if there are any new members**
 - **Take 15-20 minutes during lunch to orient any new members in attendance**

- Keep a couple of orientation packets on hand at all times
 - Put original packet files on Wiggio for archiving and access to membership only
 - Welcome letters to all new members go to presidents, supervisors and members
 - Mary Reed needs backup—it's a lot of work
 - Review newsletter
 - Colette Becker will distribute newsletter Sept. 29 or 30
 - Send any necessary updates to the newsletter no later than the morning of Sept. 29
4. CHANCELLOR'S LIAISON REPORT
- Blue Ribbon Commission
 - MarylandReporter.com article regarding new Pension Fund Commission: report due by June 2011 with recommendations implemented by 2013
 - Blue Ribbon Commission is looking at responsibility/promise of State to retirees, which is about \$20 billion and growing
 - Pension Fund Commission (Public Employees and Retirees Benefit Sustainability Commission) is looking into State retiree benefits and pension; first meeting is Oct. 7 in Annapolis
 - Health-care reform will also impact everything
 - Commissions will be looking at cutting back
 - Board of Regents approved tuition remission benefit for same-sex spouses (not domestic partners); retroactive to July 1, 2010
 - Pending to be addressed:
 - sick leave policy (bereavement)
 - FMLA: policy based on federal law and federal government hasn't accepted same-sex spouses
 - Nepotism
 - Rosario Van Daalen reminded the council that Board of Regents policy allows State employees to serve as election judges
5. BOARD OF REGENTS AWARDS
- Ad hoc committee met
 - Effectiveness and Efficiency category: NEW
 - Two categories: academic transformation and administrative transformation
 - Everything has to be documented
 - Some effectiveness and efficiency initiatives are carried out by a group of people, not just individuals
 - Colette Becker: Should we hold off on introducing this new category?
 - Brenda Yarema: If the Board of Regents is giving \$1,000 to Faculty for the category, let's take it and run with it for Staff
 - Colette Becker: We need criteria to be fleshed out; should we offer it as a group award?

- Faculty have 18 awards; Staff have six
- How should we judge the category?
- **ACTION: move forward with the category as is, and we can revise it in the future**
- Do awards unfairly target supervisors?
Yarema, TU
- **VOTE: include Effectiveness and Efficiency award as either a group or individual award; flexibility to decide how we want to award it (Sister Maureen Schrimpe made the motion): APPROVED**
 - Goes to Board of regents as a recommendation
- Clarification of eligibility requirements
 - Tweak wording of third bullet: Nomination must be made with the knowledge and consent of the nominee (positive rather than negative language)
- Rosario Van Daalen: look at criteria of awards to determine whether *all* staff are eligible for awards; there are some positions that seem they'd never be eligible
- Deadlines
 - Goal is April Board of Regents meeting; all review has to be done by mid-March
 - Submit nomination packets by Jan. 21, 2011
- Ad hoc committee commended for work done
- **ACTION: Packet will go out as soon as Colette Becker and Willie Brown can coordinate**

6. MESSAGE TO LEGISLATURE (CAPWIZ)

- A Day in the Life
 - Add: direct/manage, am in contact with (instead of "call the"), support
 - What will CapWiz look like? Does it need additional clarification information in the introduction?
 - Hardship stories can be included—what have we done to help our own?
 - **ACTION: Dave DeLooze will e-mail Word document of message to Giordana Segneri for edits**
- Roy Ross will need to write his letter about SB 141
- Colette Becker and Willie Brown will set up a meeting next week with PJ Hogan to discuss CapWiz

7. COMMITTEE MEMBERSHIP

- All members determine on which committees they'd like to serve
- Are we keeping current committees as they are?
- Break out to review missions and determine activities for the coming year
 - Executive Committee
 - Melissa Stein will be Member-at-Large instead of Ayman Abdo, who is resigning from CUSS; Melissa Stein received the third most votes in the original election
 - Brown, Becker, Van Daalen, Segneri, Schulz, Mercanti, Stein
 - Benefits and Compensation
 - Mathis, Reed, Schrimpe, Boobar, Stevenson (chair)
 - Communications

- Sullivan (chair) and some maybes: Kazinski, Hegeman, Meehan, Reddick
 - Logistics of getting website and listserv up to date need to be worked out
- Community Development
 - Thomas (chair), Coleman, Tyler, Jackson, Ketterman, DeWyer, Abdo
- Legislative Affairs
 - Eberts, Smith-Watson, Yarema, Wassell, Ross (chair), DeLooze

8. OLD BUSINESS

- Executive Committee members received acknowledgment letters
- **ACTION: Willie Brown will distribute acknowledgment letters for *all* CUSS members**
- **ACTION: Willie Brown needs via e-mail from all CUSS members:**
 - **Primary and alternate member contact information**
 - **Supervisors' names and contact information**
 - **Subject line should be: CUSS Supervisor**
 - **Send within a week to wbrown@umd.edu**
- Need better method to accommodate remote attendance at meetings; make better use of technology

9. NEW BUSINESS

- Tuition remission for C2s to study at other campuses
- Taxable tuition remission issues: Rosario Van Daalen will bring up again to HR Directors and Benefits Coordinators
 - Issued memo four or five years ago; Benefits Coordinator at Institutions can dig it up
 - Can be huge issue because employee can wind up without enough money in his or her paycheck to cover health benefits
 - NOTE: AFTER THE MEETING Rosario Van Daalen followed up with Benefits Coordinators and all Institutions are advising employees on a timely basis via a memo addressed directly to the employee; the notice is on the Tuition Remission form (*hereby certify that*: footnote #4.); it is the responsibility of the employee to be aware of what they sign and of notices sent to them.

NEXT MONTH'S MEETING: Oct. 26, Frostburg State University

Respectfully submitted by Giordana Segneri, CUSS Co-Secretary