

Council of University System Staff
 Draft - Council Meeting Minutes
 July 22, 2014 – UMCES, Horn Point Laboratory

The July 2014 meeting is officially dedicated in the memory of Anthony (Tony) Scorsune for all his hard work dedication to shared governance, the Council of University System Staff, USM, and UMUC. As adopted by this Council on July 22, 2014.

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|-----------------------------|-------|------------------------------|
| Karen Tyler | BSU | Primary |
| Trenita Johnson | BSU | Alternate |
| Sherrye Larkins | CSU | Primary |
| Keri Hickey | CSU | Alternate |
| Jesse Ketterman | FSU | Primary - Phone |
| Lisa Gray (Co-Secretary) | SU | Primary |
| Jen Ziegenfus | SU | Primary |
| Mary Hickey | TU | Primary |
| Kristen Tull (Co-Secretary) | UB | Primary |
| Bill Crockett (Chair) | UMB | Primary |
| Nancy Bowers | UMB | Primary - Phone |
| Roy Ross | UMB | Primary |
| Keisha Campbell | UMBC | Primary |
| Michelle Massey | UMBC | Alternate |
| Kevin Joseph | UMBC | Alternate |
| Barbara Higgins | UMCES | Primary |
| Curtis Henry | UMCES | Primary |
| Dana Wimbish (Vice Chair) | UMCP | Primary |
| Chenita Reddick | UMES | Primary |
| Calynn Offer | UMUC | Primary |
| Larry Hogan | UMUC | Alternate - Phone |
| Rosario I. Van Daalen | UMSO | Chancellor's Liaison to CUSS |

1. Welcome – Associate Vice President for External Affairs – Dave Nemazie
 - a. 1 of 4 labs across the state.
 - b. Producing 1.2B spat (oyster larvae) – largest on the east coast
 - c. Focus on planktonic area of the bay – upper portion of the bay
 - d. UMCES focuses on the environment; for Marylanders this focus is on the Chesapeake bay and surrounding areas; there are graduate students who work on MS/PhD degrees jointly with other USM institutions; Budget is about \$25 million dollars; 75% of the work is done in Maryland/Chesapeake Bay/Costalal Oceans; 25% done globally; UMCES is a mission-driven institution to provide information to decision makers related to the restoration and conservation of Maryland; the staff members at UMCES embrace the

mission and have a great appreciation for the environment; there is an oyster hatchery located at Horn Point – this is the largest oyster hatchery in the country; in the summer this is running 7 days a week with long hours; focus on plankton area of the Chesapeake Bay; focus on the circulation of the Bay; buoys set up to monitor Bay.

2. Moment of Silence – in remembrance of Anthony Scorsune.
 - a. Motion by Bill Crockett to dedicate the July meeting in memory of Anthony. Second by Dana Wimbish. Motion carried unanimously. (See beginning of minutes)
 - b. Additions to the newsletter – a tribute to Tony and Scott Wibber and perhaps we should include a retiree and necrology column.
3. Consent Agenda – <http://goo.gl/igOFDe>
4. Approval of the Minutes –
 - a. April Minutes – Motion for approval by Roy Ross, 2nd by Mary Hickey
 - b. June Minutes – Motion for approval by Karen Tyler, 2nd by Sherrye Larkins
5. Chair's Report –
 - a. Three policies passed
 - i. Separation for Exempt Staff
 - ii. Terminal Leave for Faculty
 - iii. Correction to the Annual Leave Policy
 - b. BOR Award Winners were all approved and letters were sent to the winners and their respective Presidents. The winners will be recognized at the BOR Meeting on September 19, 2014. Bill thanked Jen Ziegenfus and her committee for their hard work. Bill will share the packet of 7 of 8 winners.
 - c. CUSS Resolution for Chancellor Kirwan was well received at the June 2014 BOR Meeting.
 - d. July 7, 2014 Chancellor's Council Meeting
 - i. \$ 6.35M reduction for the system, from the state general fund allocation which equates to less than half a percent. This will not impact COLA and Merit increases. Each institution can determine how to address the shortfall or give back.
 - ii. Chancellor Search Committee – Council has been invited to attend a conference call with the firm conducting the search. The call has been scheduled for July 28, 2014 with the executive committee and the committee chairs of CUSS.
 - iii. Sexual Misconduct Policy – task force has been formed. Bill Crockett has been appointed to represent CUSS.
6. Chancellor's Liaison's Report
 - a. Survey was distributed to CUSS members to get opinions on the USM website which is under review and redesign.
 - b. Tuition Remission proposal from CUSF/CUSS: intent was agreed upon, the policy has not been approved yet; this still needs to go through the Board of Regents; once revisions have been completed, Rosario can share the updated policy with CUSS; this policy

applies to staff and faculty; this removes the hurdle of spouses/dependents being limited to the staff/faculty member's home institution and will cover 50% of cost.

- c. Health Care Reform Act goes into effect on January 1, 2015. Information on who the State will cover or not will be forthcoming. We still don't know the employment measurement period for part-timers to qualify for the health benefit. HR Training is scheduled for August 19, 2014.
7. Committee Reports
 - a. Each committee should have three main goals and two secondary goals.
 - b. Each committee chair gave a brief description of the committee for new members.
 8. Committee Updates – Due to time, each committee is to submit their goals and rosters to the Dana (Vice Chair) prior to the August meeting at Salisbury University.
 - a. Benefits and Compensation
 - b. Board of Regents Awards
 - c. Communications and Marketing
 - d. Legislative Affairs & Policy
 - e. Executive Committee
 9. Old Business
 - a. CUSS Archive Work - work in progress throughout the year
 - b. Items Moved off Consent Agenda
 - c. New Member Packet – vote on approved changes in the New Member Packet
 - o Motion by Bill Crockett, Second Keisha Campbell
 - o Approved.
 10. New Business
 - If you have institutional updates, please send those to Bill.
 - Member-at-Large nomination – will take nominations in August, voting to take place in August
 - o Keisha Campbell
 - o Christine Perchell
 - o Trenita Johnson
 - CUSS Meeting Schedule – approved as amended for 2014 & 2015
 - Question arose about the rotation schedule for 2015/16 – 2020/21 terms. Bill will present two models at the August meeting.
 - UMUC changes – July 18, 2014 a town hall meeting was held to discuss potential restructuring and changes to address financial issues and low enrollments; one proposal is to go to a non-profit institution model, affiliated with USM; UMUC is facing a business-model change and consultants have come in to discuss different models; UMUC CUSS representatives will keep CUSS up to date; there are a lot of questions/concerns that will need to be addressed and answered in the future
 - o CUSS members – please think about questions and concerns you have and share them with UMUC representatives
 11. **Next Meeting – August 12, 2014 at Salisbury University**



Bowie State University
14000 Jericho Park Road
Bowie, MD 20715

Coppin State University
2500 W. North Avenue
Baltimore, MD 21216

Frostburg State University
101 Braddock Road
Frostburg, MD 21532

Salisbury University
1101 Camden Avenue
Salisbury, MD 21801

Towson University
8000 York Road
Towson, MD 21252

University of Baltimore
1420 N. Charles Street
Baltimore, MD 21201

**University of Maryland,
Baltimore**
620 W. Lexington Street
Baltimore, MD 21202

**University of Maryland
Baltimore County**
1000 Hilltop Circle
Baltimore, MD 21250

**University of Maryland Center
for Environmental Science**
P.O. Box 775
Cambridge, MD 21613

**University of Maryland,
College Park**
College Park, MD 20742

**University of Maryland
Eastern Shore**
Princess Anne, MD 21853

**University of Maryland
University College**
3501 University Blvd. East
Adelphi, MD 20783

**University System of Maryland
Office**
3300 Metzgerott Road
Adelphi, MD 20783-1690

AGENDA

July 22, 2014

University of Maryland Center for Environmental Science

Horn Point Laboratory

10:00 a.m.

Call to Order

Welcome and Introductions

- Dave Nemazie, Associate VP for External Affairs

1. Moment of Remembrance

2. Consent Agenda

<http://goo.gl/igOFDe>

3. Approval of Minutes from April and June Meetings

4. Chair's Report

- Board of Regents Meeting
- Chancellor's Council Meeting

5. Chancellor's Liaison's Report

6. Committee Breakout Groups/Goal Setting

7. Committee Updates

- a. Benefits and Compensation
- b. Board of Regents Awards
- c. Communications and Marketing
- d. Legislative Affairs & Policy
- e. Executive Committee

8. Old Business

- a. CUSS Archive Work
- b. Items Moved off Consent Agenda

9. New Business

Next Meeting is at Salisbury University on August 12, 2014