

# CUSS *working for you.....*



BOWIE STATE UNIVERSITY  
14000 JERICO 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 NORTH CHARLES STREET  
BALTIMORE, MD 21201

UNIVERSITY OF MARYLAND, BALTIMORE  
520 WEST LOMBARD STREET  
BALTIMORE, MD 21201

UNIVERSITY OF MARYLAND  
BALTIMORE COUNTY  
1000 HILLTOP CIRCLE  
BALTIMORE, MD 21250

UNIVERSITY OF MARYLAND  
BIOTECHNOLOGY INSTITUTE  
EXECUTIVE OFFICE  
15825 SHADY GROVE ROAD  
ROCKVILLE, MD 20850

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 BOULEVARD EAST  
ADELPHI, MD 20783

UNIVERSITY SYSTEM OF  
MARYLAND OFFICE  
3300 METZEROTT ROAD  
ADELPHI, MD 20783-1690



2008-2009 CUSS Representatives with the Chancellor  
Photo courtesy of Susan Jiacinto, Chancellor's Office, USMO

## 2008-2009 YEAR END REPORT

The 2008-2009 Council of University System Staff (CUSS) Executive Committee:

Larry Lauer, University of Maryland, College Park, Chair  
Colette P. Becker, University of Maryland, Baltimore, Vice Chair  
Kimberley Lynne, University of Baltimore, Co-Secretary  
Karyn Schulz, University of Baltimore, Co-Secretary  
Joe Hill, University of Maryland Baltimore County, Member-At-Large  
Brenda Yarema, Towson University, Member-At-Large  
John T. Wolfe, Jr., University System of Maryland Office, Past Chair  
Rosario I. van Daalen, Chancellor's Liaison to CUSS

The Council of University System Staff discussed several areas to establish priorities for 2008-2009. It narrowed focus to include, but is not limited to the following:

- To stimulate continued support and sustainable commitment to the practice of Shared Governance among staff, administrators and Regents in the USM,
- To conduct four Staff Leadership Conferences, at various USM facilities, so that staff involved and interested in Shared Governance have the opportunity to discuss the history and future of the USM Shared Governance system; and
- To recommend and work with the USM on a policy review of Human Resources issues for Excluded staff to assure consistent application of existing policy and flexible areas for new policy.

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## A MESSAGE FROM THE CHANCELLOR - WILLIAM E. KIRWAN (JULY 2009)

As the 2009-2010 academic year approaches, the University System of Maryland (USM) is once again facing the prospect of significant budget cuts. State revenues continue to fall short of projections and the deficit for FY 2010 is now estimated at about \$300 million. However, even as we recognize that the continuing deterioration in state revenues may force budget reductions, we enter this period of uncertainty in a significantly stronger position than in past recessions. It is clear that there has been a shift in the priority for higher education in Maryland. Our elected leaders are doing what they can to mitigate the impact of cuts on the USM, unlike what we see in other states across the country.

In the most recent legislative session, for example, when the Governor's proposed FY 2010 state budget was cut by almost \$800 million, there was nearly universal agreement in Annapolis that higher education should not be targeted for a disproportionate share of cuts, but rather should be protected to the extent possible. As a result, the proposed FY 2010 USM budget was reduced by about \$6 million, whereas, our prorated share of the cut to the state budget would have been roughly \$80 million. The members of the USM Council of University System Staff (CUSS) know that despite this favorable treatment, there were indeed harmful cuts to our budget: we reduced funds for facility renewal projects, student services, and academic program support; we drew upon our fund balance; we implemented furloughs; and – like all state – employees we will receive no pay increases. But, given the state's and the nation's fiscal circumstances, we were clearly treated as a priority by both Governor Martin O'Malley and the Maryland Legislature.

Of course, the funding we are slated to receive in FY 2010 remains extremely tenuous at best, with the USM anticipating budget reductions. We are working closely with leaders in Annapolis to determine the best way to manage this reduction, while maintaining our priorities of access, affordability, and excellence.

Working with the Board of Regents, the Council of Presidents, the Council of University System Faculty, the Council of University System Staff, and the USM Student Council, we have made every effort to manage our budgetary issues in a thoughtful, balanced, and judicious manner. Our goal, as always, is to take actions that have the least impact on our students; protect the integrity of our academic and research programs; and minimize the hardship for our dedicated Faculty and Staff. It is an enormous source of pride to me that the USM community has responded so effectively to our fiscal challenges. We are serving more students than ever, our research productively continues to rise impressively, and the reputation of our intuitions is at an all-time high. This is quite a testament to the dedication and quality of our Faculty and Staff.

As we continue to work together to navigate the USM through both good and difficult times, I remain impressed with the efforts and commitment of CUSS. This diverse group of individuals—from across the University System—has stepped forward to work cooperatively and collegially for the betterment of System institutions and System Staff. CUSS is one of the USM's greatest assets and an important element in our rise to national eminence. As we move forward with our three critical system wide priorities—closing the achievement gap, enhancing Maryland's competitiveness, and promoting environmental sustainability—I know CUSS will once again be an important and positive force in our collective efforts.

The Board of Regents and I commend Larry Lauer for his leadership as Chair over this past year and we look forward to working with Willie Brown as he assumes this position in FY 2010. We also commend this year's Vice Chair, Colette Becker, Co-Secretaries Kimberley Lynne and Karyn Schulz, Members-at-Large Joe Hill and Brenda Yarema, and the Chancellor's Liaison to CUSS, Rosario I. van Daalen for all of their efforts on behalf of CUSS.



Even as we face serious short-term challenges, I continue to believe that USM's future is very bright. We enjoy strong support from our state, we have a talented Board of Regents committed to building the quality and impact of the USM, and we have an impressive spirit of collaboration across the USM. This latter asset is exemplified by the efforts of CUSS, which have been such a vital part of our success on every level. I look forward to our partnership continuing to yield productive and beneficial results for the USM.

*For more information on the University System of Maryland Office, the Chancellor's Office, and the USM Overview, visit the USM online at: [www.usmd.edu](http://www.usmd.edu)*

## CUSS CHAIR'S REPORT - LARRY LAUER - A YEAR IN REVIEW



The 2008/2009 year was one of economic challenges for all Marylanders, and the University was no exception. This reality dominated the actions of the Staff Council this year. The global financial crisis was felt in many ways by our fellow citizens and employees of the University were not spared their share of that burden. The Council of University System Staff worked on several fronts in concert with the Board of Regents, USM Administration, the USM Institutions and the State government to mitigate the impact on individuals of the financial downturn. Listed below are some of the activities we were involved with.

First, in the early fall when the bottom was falling out of the national economy, the Council wrote to and spoke with the Regents, the Chancellor and the Presidents on the importance of avoiding layoffs of employees within the USM. Nothing is more devastating to a family than losing a job that they depend on for the necessities of life. At every opportunity the Council advocated and worked toward avoiding employee layoffs. The Board of Regents, USM Administration and campus administration were receptive to our message and worked to develop financial plans that avoided across the board employee layoffs.

Next, when it became apparent the State would mandate furloughs, the Council was proactive in proposing to the USM Administration criteria for employee furloughs. No one wanted furloughs, however if they were unavoidable the Council recommended that ALL employees, no matter who, should participate. The Council insisted that all Administrators, Faculty and Staff above a minimum wage level participate in the solving the financial problems by taking unpaid furlough days. Again, the Board of Regents, USM Administration and campus administrations listened and responded to the Council's suggestions. The Council has also suggested a post-furlough audit to see how each institution managed through the furlough program and that is on-going.

The 2009 General Assembly Session posed another challenge to the financial structure of every institution in the USM. Governor O'Malley presented a fair budget for the USM that allowed for no salary increases, but also avoided drastic base budget reductions. At the same time, other state programs and agencies were facing major budget cuts. CUSS worked in close cooperation with the Regents and Chancellor in supporting the Governor's budget through legislative hearings. Members of CUSS and the Executive Committee visited Annapolis and wrote Delegates and Senators in support of the Governor's budget submission. This team effort was successful in maintaining the State support for USM. The Council is extremely grateful to the Board of Regents, the Chancellor and USM Administrators for their efforts to maintain the state supported budget through the General Assembly. This effort made difficult USM program and activity reductions unnecessary and saved jobs.

Recently the Board of Regents completed a review of one of the USM component institutions, University of Maryland Biotechnology Institute (UMBI). The Regents have agreed to eliminate UMBI as a stand-alone institution and place its research centers within other USM institutions. The Council was concerned about the fate of staff and non-tenured faculty employees of UMBI. CUSS wrote the Regents and the Chancellor asking that every consideration be given to these talented and faithful employees who through no fault of their own now face an uncertain future. Again, the Board of Regents, the Chancellor and USM Administrators heard the concerns of employees voiced by CUSS and are working on a transition plan that minimizes job losses.

One of the few non-economic events of the year was The Council's fall testimony to the Committee to Develop a New Maryland Model for Funding Higher Education. CUSS submitted written and oral testimony on the need to mandate in law, base budget funding for all higher education in Maryland. A guarantee of financial support would assure equal education opportunities for all of Maryland's citizens. These blue ribbon Committee recommendations were presented to the Maryland General Assembly and are now being widely discussed with the Maryland Higher Education Commission.

In retrospect, no one could have foreseen the challenges we all faced last year. We cannot predict what the future will hold. The Council should continue to monitor developments outside and inside the USM that will impact our members and provide proactive advice to both UM System and Campus administrators.

## BOARD OF REGENT'S STAFF AWARDS

A CUSS initiative, the *Board of Regents' University System of Maryland Staff Awards* represents the highest honor bestowed by the Board of Regents for achievements of Exempt and Nonexempt Staff employees from institutions within the University System of Maryland. The awards are presented to Staff members who have demonstrated excellence in one of the following categories: (1) contribution to the institution and/or unit to which the person belongs; (2) service to students in an academic or residential environment; or (3) public service, within or outside the university. There are two awards given in each category—one Exempt Staff and one Nonexempt Staff—for a total of six awards. Each recipient will receive a \$1,000 stipend, and will be awarded a plaque. In addition, appropriate notices will be placed to publicize each honoree's accomplishments.

### 2008 -2009 RECIPIENTS

#### Exceptional Contribution to the Institution and/or Unit to Which a Person Belongs

##### *EXEMPT STAFF*



##### VASSIE HOLLAMON

###### **Associate Director of Operations and Maintenance, UMB**

*Excerpt from letter of nomination submitted by David Ramsay, President, UMB:* "Mr. Hollamon excels in so many categories that it was, indeed, difficult to determine in which he was the most valuable, meaning his contributions far exceed any one area. He has initiated programs to reduce the campus carbon footprint which has resulted in UMB becoming a leader in the realm of environmental responsibility. In his continuous search for improvement, Mr. Hollamon has established an innovative electronic recycling program for computers that is being copied and modeled all over the country."

##### *NONEXEMPT STAFF*



##### RALPH MURPHY

###### **Teaching Lab Technician, Department of Biological Sciences, UMBC**

*Excerpt from letter of nomination submitted by Freeman A. Hrabowski, III, President, UMBC:* "Ralph has worked in UMBC's Department of Biological Sciences for 24 years as a Teaching Lab Tech. His diligence, dedication, and willingness to help others have made him an integral member of the campus community. He completes his work methodically with a keen eye for detail. This often means staying late or working on the weekends. He cares deeply about his work and goes the extra mile, striving always for perfection. Faculty and students depend on Ralph, and he doesn't let them down."

## BOARD OF REGENT'S STAFF AWARDS

### Outstanding Service to Students in an Academic or Residential Environment

#### *EXEMPT STAFF*



#### **RAFT WOODUS**

**Director of Student Success Programs, Center for Student Diversity, Towson University**

*Excerpt from letter of nomination submitted by Art King, Assistant Vice President, Student Affairs, Towson University:*

“Raft is a highly sought after mentor, confidant, teacher, counselor, and friend to our students. He goes the extra mile to ensure that students’ needs are met. He certainly is one of our unsung heroes. He is a well-rounded, disciplined individual who is dedicated to his profession, the Center for Student Diversity, Towson University, and most definitely the impressionable young men and women he aptly serves.”

#### *NONEXEMPT STAFF*



#### **MARY LEEPER**

**Administrative Assistant, Student Affairs/Student Government Association Department, Towson University**

*Excerpt from letter of nomination by Teresa Hall, Associate Vice President, Campus Life, Towson University:* “She takes great pride in the role of facilitator of student success. But she is many other things as well. She is a behind the scenes advisor; offering wisdom and advice to students when the situation calls. She is often introduced to parents as “this is my on-campus mother.”

### Extraordinary Public Service to the University or the Greater Community

#### *EXEMPT STAFF*



#### **MARTY NEWMAN**

**Assistant Director, Delegated Procurement, Department of Procurement and Supply, UMCP**

*Excerpt from letter of nomination submitted by Victoria Leatherwood, Small and Minority Business Program, UMCP:* “Ms. Newman and the Community Association she created play a key role in the success of the University-owned Center for Educational Partnership that houses many programs such as the Engaged University, the sustainable Community Peace Garden, the Multicultural Youth Center, GAP Busters, the Bicycle Hospital that teaches Wirt middle-school students to repair bicycles, and AmeriCorps.”

#### *NONEXEMPT STAFF*



#### **CONNIE MITCHELL**

**Program Administrative Specialist, School of Pharmacy, Maryland Poison Center, UMB.**

*Excerpt from letter of nomination submitted by David A. Ramsay, President, UMB:* “Although through horrific circumstances, Ms. Mitchell has been able to assume a leadership role in attacking the issues that ultimately had led to the death of her 16 year old son in 2003. She has been relentless in her efforts to identify and support ‘youth at risk’ in Baltimore City.”

## COMMITTEE REPORTS

### ***BENEFITS AND COMPENSATION COMMITTEE***

***CHAIR: JACKIE EBERTS***

***SALISBURY UNIVERSITY***

The Exempt Salary Structure Review at each USM institution is still an active, open issue with little or no action to report as a result of State of Maryland/USM budget reductions in FY'09.

This committee completed and compiled unverified, non-monetary employee discount information from each CUSS representative and identified specific discounts that may be available to all USM employees. The information is intended to be shared Systemwide and posted on the USM webpage.

This committee reviewed the State Blue Ribbon Commission's draft report from December, 2008 on health benefits for retirees and is attempting to monitor any additional committee activities/meetings which might occur. There does not appear to be any further actions by the Commission to date, even though their final report is due to the General Assembly by December, 2009. CUSS is hopeful there will be time to communicate feedback before the final document has been drafted and submitted in December. More to come in the future on this important document!!



*Blanket of thick fog hides the town of Frostburg, home to Frostburg University.*

*Photo courtesy of Rosario van Daalen, USMO*

### ***COMMUNICATIONS COMMITTEE***

***CHAIR: JAMI KASCO***

***UNIVERSITY OF MARYLAND BIOTECHNOLOGY INSTITUTE***

First and foremost, Jami Kosco (UMBI), current chair of the committee, redesigned the CUSS newsletter last year and it looks great!

The committee strived to maintain the CUSS web site as updated (or new) information was given to them.

Prepared tent desk cards for new members.

Distributed Orientation Packets to new members.

## COMMITTEE REPORTS

### ***COMMUNITY DEVELOPMENT COMMITTEE CHAIR: DEBORAH GEARE UNIVERSITY OF MARYLAND BALTIMORE COUNTY***

The primary function of the Community Development Committee is to oversee the nomination and review process for the annual Board of Regents/CUSS Staff Awards.

In October of 2008, a nomination packet was sent to each President's office of the 13 Institutions of the USM and to the USM Office. Institutions were asked to return their nomination packets to CUSS by mid-January 2009. The review process was begun and completed in March 2009. Summaries of each of the recommended awardees was completed in April and presented to the Board of Regents (BOR) for their review and approval. The BOR voted and approved all nominees submitted by CUSS.

This year, all but one of the USM institutions participated. 46 nominees were submitted, which is a notable increase over the 32 nominees for consideration the previous year. The only non-participant was UMCES. The three award categories: Exceptional Contribution to the Institution and/or Unit to Which the Person Belongs; Outstanding Service to Students in an Academic or Residential Environment and Extraordinary Public Service to the University or Greater Community. Each of the awards is given to two employees: one Exempt, and one Nonexempt, for a total of six awards.

The Committee is pleased with the increased number of nominations this year and will closely look at the BOR Awards program policy to encourage the USM schools to submit an even greater number of nominations in the future. The Committee is also in the process of reviewing the Awards program with the intention of making recommendations to update and enhance the USM Award to the regents. The Staff Awards program was modeled after the Regents Faculty Awards. The Faculty Awards program has undergone several changes over the years including expansion to increase the number of awards given. The Staff Awards program, however, has not undergone any changes since its inception.



*Baltimore, home to Coppin, UB, UMB, and UMBI.  
Photo courtesy of Mary Reed, USMO*

### **LEGISLATIVE AFFAIRS COMMITTEE**

**CHAIR: ROY ROSS**

**UNIVERSITY OF MARYLAND, BALTIMORE**

The 2009 Maryland legislative session started with a significant budget deficit and a constitutional requirement to have a balanced budget by sessions end. Finally, in the end, the State Legislature passed a budget of \$32.3 million dollars which represented an increase of 3.5%. Of this amount \$2.5 billion in Federal stimulus money was included for fiscal year 09 and part for 2010. The States universities and colleges received \$1.2 billion in funding.

Part of this years' legislation included instate tuition to remain frozen for a fourth year in a row, the textbook affordability and competition bills (SB 183 and HB 85) passed requiring the higher education institutions to adopt specific plans for offering and supplying textbooks for students and SB 861 and HB 789 allowing for the creation of statewide funding network ultimately failed. Funding for FY2010 COLA and merit increases were eliminated as well as the deferred compensation match of (\$600.00) that had been previously provided for in the budget.

With the budget battles occurring in Annapolis, especially the ones affecting the USM, CUSS and the Legislative Affairs committee launched a letter writing campaign to the Governor, our legislative leadership and our Delegates and Senators alike. In many cases these were followed up with e-mails and phones calls as well. To say the least, our efforts, for the most part were well received, as is evident with the letter we received from Governor O'Malley in support of our efforts.

With that said, we would like to thank some special folks who without their continuous persistent efforts in Annapolis this year, we would not have faired nearly as well as we did.

Special thanks to Chancellor Kirwan, PJ Hogan and their Staff for all of their hard work and all the members of the CUSS community for their continued efforts in support of the USM.



*Photo courtesy of Andrew Rein, UMUC*

## 2008-2009 COUNCIL OF UNIVERSITY SYSTEM STAFF REPRESENTATIVES

### BOWIE STATE UNIVERSITY

Cynthia Coleman  
*Community Development Committee*

Marie Meehan (Alternate)  
*Communications Committee*

Dale O'Neal (Alternate)  
*Benefits & Compensation Committee*

Linda Parker-Ford

### COPPIN STATE UNIVERSITY

Linda R. Harvey

Chris Thomas

### FROSTBURG STATE UNIVERSITY

Jay Hegeman  
*Benefits & Compensation Committee*

Jesse Ketterman, Jr.  
*Community Development Committee*

Stacie Wassell

Bernard Wynder

### SALISBURY UNIVERSITY

Carol A. Barr  
*Benefits & Compensation Committee*

Jacqueline (Jackie) Eberts  
*Benefits & Compensation Committee*

Sheila Murray  
*Communications Committee*

### TOWSON UNIVERSITY

Gloria Gaguski  
*Communications Committee*

Brenda Yarema (Member-at-Large)  
*Executive Committee*

Liina Ladon (Alternate)

### UNIVERSITY OF BALTIMORE

Kimberley Lynne (Co-Secretary)  
*Executive Committee*

Karyn Schulz (Co-Secretary)  
*Executive Committee*

### UNIVERSITY OF MARYLAND, BALTIMORE

Aphrodite Bodycomb (Alternate)

Colette P. Becker (Vice-Chair)  
*Executive Committee*

David DeLooze  
*Legislative Committee*

Ronald Kasl (Alternate)  
*Legislative Committee*

Roy Ross  
*Legislative Committee*

### UNIVERSITY OF MARYLAND, BALTIMORE COUNTY

Deborah Geare  
*Community Development Committee*

Joe Hill  
*Executive Committee*

### UNIVERSITY OF MARYLAND BIOTECHNOLOGY INSTITUTE

Jami Kasco  
*Communications Committee*

Mary Stapelton  
*Benefits and Compensation Committee*

Sam Sibanda (Alternate)  
*Legislative Affairs Committee*

*Council Members represent the thirteen (13) institutions and the System Office (USMO) for the USM. For more information on the Council of University System Staff contact your Institution Representative or visit: [www.usmd.edu/usm/workgroups/SystemStaff/index.html](http://www.usmd.edu/usm/workgroups/SystemStaff/index.html)*

## 2008-2009 COUNCIL OF UNIVERSITY SYSTEM STAFF REPRESENTATIVES

### UNIVERSITY OF MARYLAND CENTER FOR ENVIRONMENTAL SCIENCE

Gus Mercanti  
*Legislative Committee*

### UNIVERSITY OF MARYLAND, COLLEGE PARK

Willie Brown  
*Legislative Affairs Committee*

Sharon Simmons Cook (Alternate)  
*Benefits and Compensation Committee*

Larry Lauer (Chair)  
*Executive Committee*

Sister Maureen Schrimpe, I.H.M.  
*Benefits and Compensation Committee*

### UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE

Ayman Abdo  
*Community Development Committee*

Michael Hughes (Alternate)

Jessica McCarty  
*Community Development Committee*

### UNIVERSITY OF MARYLAND EASTERN SHORE

Corey Brown

Rena' Finney

Chenita Kollock (Alternate)  
*Communications Committee*

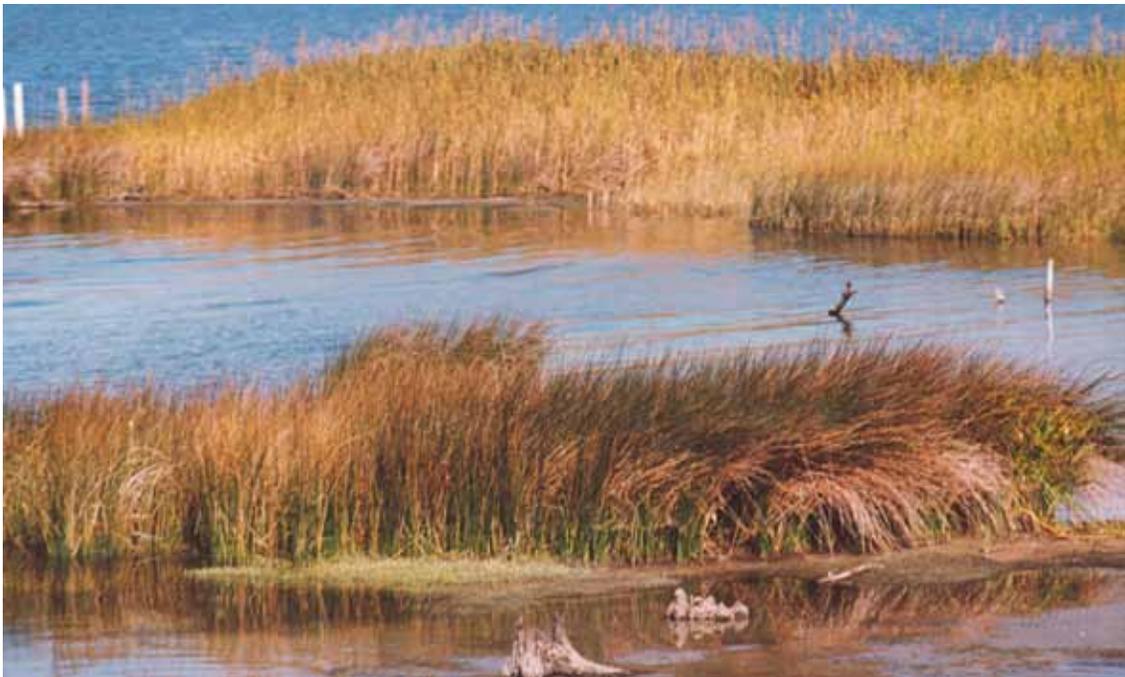
### UNIVERSITY SYSTEM OF MARYLAND OFFICE

Mary E. Reed  
*Communications Committee*

John T. Wolfe, Jr. (Past -Chair)  
*Executive Committee*

### CHANCELLOR'S LIAISON TO CUSS

Rosario I. van Daalen  
*Executive Committee*



*Wetlands of the Eastern Shore, home to Salisbury University, UMES and UMCES.  
Photo courtesy of Colette Becker, UMB*