



I-3.50 - CONSTITUTION FOR THE COUNCIL OF UNIVERSITY SYSTEM STAFF

(Approved by the Chancellor, November 18, 1993; Amended by the Board of Regents, December 5, 1997; Amended by the Board of Regents, June 27, 2003; Technical Changes approved by the Chancellor August 19, 2003; Amended by the Board of Regents, February 18, 2005; Amended by the Board of Regents, April 11, 2025)

Basic to the effective operation of any system of higher education is the acceptance of the concept of shared governance. The Staff employees in both teaching and non-teaching institutions provide a wide range of services and expertise that is critical to the fulfillment of the System's many missions. In recognition of this essential role, Staff employees shall have a voice in basic decisions that affect the welfare of the System, its institutions, and its employees, including an informed advisory role in administrative areas and in the functional support aspects of academic matters.

Article I

SECTION 1. PURPOSE:

The Council of University System Staff (CUSS) advises the Chancellor and the Board of Regents. Its responsibility will be to consider and make recommendations on Systemwide issues affecting Staff employees who are not in a collective bargaining unit having an exclusive representative or who are in such a unit but are excluded by law from participating in collective bargaining, to communicate such Staff employee concerns to the Chancellor and the Board, and to inform such Staff employees at each constituent institution of the Council's activities and the System's related actions.

Article II

SECTION 1. MEMBERSHIP:

The Council shall consist of representatives of those USM Staff employees who are not in a collective bargaining unit having an exclusive representative, or who are in such unit but are excluded by law from participating in collective bargaining. Representatives shall be elected from among all such employees at their institution and at least one elected member should serve as an ex-officio member on the primary staff-related shared governing body on their campus. Each institution shall determine the qualifications required for their representatives, as well as the procedures for their election.

USM Bylaws, Policies and Procedures of the Board of Regents

SECTION 2. CONSTITUENCIES:

For purposes of representation on the Council, institutions of the System are: Bowie State University (BSU), Coppin State University (CSU), Frostburg State University (FSU), Salisbury University (SU), Towson University (TU), University of Baltimore (UBalt)), University of Maryland, Baltimore (UMB), University of Maryland, Baltimore County (UMBC), University of Maryland, College Park (UMCP), University of Maryland Eastern Shore (UMES), University System of Maryland Office (USMO), University of Maryland Global Campus (UMGC), and University of Maryland Center for Environmental Science (UMCES).

SECTION 3. APPORTIONMENT OF MEMBERSHIP:

- a. Membership on the Council of University System Staff shall be apportioned according to the Bylaws and subject to the requirements of Section 3.b., below.
- b. Membership on the Council shall be apportioned among institutions according to the number of full-time equivalent (FTE) Regular and Contingent II Status Staff employees in its work force. Each institution shall have a minimum of two members (one Exempt and one Nonexempt). In the event that no person is nominated or elected from either one of these groups, an institution may elect all members from the same group (all Exempt or all Nonexempt). This method for selecting Council members applies solely to institutions where the Shared Governance structure includes members from both group. Employees in collective bargaining units having an exclusive representative and not excluded by law from participating in collective bargaining; Contingent I Staff employees; work-study and other part-time student workers; graduate teaching assistants; and graduate research assistants may not be counted toward an institution's FTE Staff employee work force.
- c. An institution newly incorporated into the System will receive representation on the Council according to Article II, Section 3.b.

SECTION 4. TERMS OF MEMBERS:

Members of the Council shall serve two-year terms. Institutions are encouraged to stagger the election process.

Article III

SECTION 1. OFFICERS:

The Council shall annually a Chair, Vice Chair, Secretary, and two At-Large members form an Executive Committee. The Executive Committee sets the agenda for meetings of the Council. No two members of the Executive Committee shall be from the same institution.

USM Bylaws, Policies and Procedures of the Board of Regents

SECTION 2. MEETINGS:

The Council shall meet as specified in its bylaws, but no less than once each traditional semester. Additional meetings may be convened according to procedures specified in the bylaws.

SECTION 3. BYLAWS:

The Council shall develop bylaws consistent with this constitution to define further its structure and rules and procedure.

Article IV

SECTION 1. AMENDMENT:

Amendments to this constitution may be proposed by any member of the Council. The procedures for adoption of an amendment are: (1) initial agreement by an absolute majority vote of the Council to refer the proposed amendment, for some specified time, to the Staff employees of institutions for consideration and comment; (2) referral to Staff employees; (3) final approval by a two-thirds vote of the Council; and (4) acceptance by the Chancellor and Board of Regents.