

**Council of University System Staff  
July 26, 2004  
UMCES**

<b>Members Present</b>	<b>Alternate Members</b>
Marie Meehan - BSU	
Patrick McLane - FSU	Art Hanlin - FSU
Jay Hegeman – FSU	
Judy Lowe - SU	
Ray Frederick - UB	
Bill Crockett - UMB	Jessica Bird - UMB
Colette Becker - UMB	LuAnn Marshall – UMB
Joe Hill - UMBC	Phyllis Lovito - UMB
Mary Pat Armstrong – UMBC	
Frank Clancy, Jr. - UMCP	
Carol Prier – UMCP	
Mary Graham-Fisher – UMCP	
Queen Atterberry - UMCP	
Hermetta Hudson – UMES	
Brenda Blake – UMES	
Andrew Rein – UMUC	
Mary Reed - USMO	
Roy Ross – UMB – Past Chair	

**Chancellor’s Liaison to CUSS –**  
Rosario I. van Daalen  
Guest: Dr. Donald Boesch, President at  
UMCES  
Jeremy Horine, Student Regent

**Call to Order**

The July CUSS Meeting was called to order by Chair, Joe Hill, at the University of Maryland Center for Environmental Science at Horn Point, Md.

CUSS was welcomed by Dr. Boesch, President of UMCES, who is most interactive on all four sites of UMCES with issues as they relate to CUSS and Collective Bargaining. He tries to keep communication lines open with his staff. There are four locations for UMCES; Solomon’s Island, Frostburg, Horn Point, and UMCP. The Horn Point location of UMCES is working on the restoration of the oyster population in the Chesapeake Bay. Dr. Boesch introduced the Student Regent, Jeremy Horine, to CUSS.

Chair, Joe Hill, introduced all the new CUSS Members:

UMCP	Frank Clancy, Jr. and Queen Atterberry
UMB	Jessica Bird, Alternate Phyllis Lovito, Alternate

No representation from UMBI and Coppin.

After reviewing the minutes from the meeting held on 6/22/04, a motion was made and seconded to approve the minutes.

**Report from the Chancellor’s Liaison to CUSS**

9/30/04

- USM Policy VII - 7.23 – Military Leave with Pay, is being revised and will be extended for one year. It will be presented to the BOR Finance Committee on 8/30/04.
- A draft for a new policy will be discussed with the H.R. Directors which allow a USM Employee to be paid as an election judge while being on administrative leave.
- The Board of Regents committees working on efficiency and effectiveness will be receiving their consultants' final reports in August. There appears not to be many areas for cost savings, but may have to look into the academic/student side. The consultants addressed the area of training, a subject addressed several years ago by CUSS to the Board of Regents through BEST, "Building Excellence through Staff Training" program proposal.
- The Contingent employment conversion timeline was addressed by the BOR at their June 23<sup>rd</sup> meeting. The Regents asked for detailed background information/analysis of data and tabled any decisions until their August meeting.

#### **Chair's Report:**

- No BOR Finance Committee Meeting this month.
- The Board of Regents met on 6/23/04. The Contingent II Policy was taken off the agenda.
- Signatures were collected in support of Joe Brice being selected for the State Pension System Board. His qualifications include being in State service for ten years and getting along well with both side of the legislature. We feel he would be a real asset to the USM Institutions. .
- The final draft of the CUSS Newsletter was perused for corrections and final editing. After corrections, it will be sent to the printers and distributed to the USM Institutions.
- Certificates for Service on CUSS were presented to all the members that served. Several of our CUSS members were attending their last CUSS Meeting and were thanked for their dedication and service to the committee. They are Art Hanlin, Patrick McLane, and Carol Prier. They will be missed.
- Joe Hill was presented with a plaque from the CUSS members for his excellent leadership and hard work during the past two years. He will now remain an Ex-Officio Member of CUSS and assist the new Chair in his transition.

#### **Committee Reports:**

All new and remaining members of CUSS were advised to think about what committee they want to serve on. Sign-up will take place at the August Meeting at Salisbury University. All new members of CUSS will receive their orientation package and training at the Salisbury University Meeting prior to the regular meeting at 9:30 a.m. Hermetta will be e-mailing this information to Mary Reed.

The CUSS Membership Information and Committee selection will take place at the Salisbury University meeting.

The CUSS USM Staff Awards 2003-2004 were approved by the BOR at the June meeting and will be presented to the recipients at the August BOR Meeting. There were 35 nominations submitted from the various institutions.

There was discussion on the timeline for the 2004-2005 CUSS USM Staff Awards for the 2004-2005. It was thought that the letters and packages to the Presidents should be sent in September and the nomination packages due back to the committee in December. Selections would be made in January, forwarded to the BOR and presented in April, 2005.

**Old Business:**

A discussion was held regarding By-Law Article III, 3.3a – The meetings of the Council shall be open to all staff of the USM who are excluded from collective bargaining. This was thought to be tacky. It should be “Open,” not “Invited,” should not be restricted. It should be open to all who want to attend. It was decided to leave it as is, “The meetings of the Council shall be open to all staff of the USM except when meetings are being conducted in closed session.”

By-Law Article IV, 4.2 should be corrected to read, “...and June meetings and elected at the June meeting.”

**New Business:**

The next meeting will be at Salisbury University on 8/24/04 at 10:00 a.m. with orientation for new members at 9:30 a.m. Please be reminded that funds for lodging and travel for the CUSS Meetings are set aside in the University Presidents’ Budget.

Meeting adjourned.

Marie L. Meehan  
*Respectfully Submitted,*  
*CUSS Secretary*