

**Council of University System Staff Attendance Roster**

~~June 27, 2017~~ July 18, 2017

University of Maryland Eastern Shore UMB

X = Present in Person

P = Present by Phone

Bowie State University		
X	Trish E. Johnson (PC)	Primary
X	Trenita Johnson	Primary
X	Andrea Davis	Alternate
X	LaVel Jones	Alternate
Coppin State University		
	Steve Delice (PC)	Primary
X	Sherrye Larkins (Chair)	Primary
X	Sheila Chase	Alternate
Frostburg State University		
	Jody Pifer (PC)	Primary
	Dana Severance	Primary
	Rubin Stevenson	Alternate
	Angela Hovatter	Alternate
Salisbury University		
X	Lisa Gray (Vice Chair)	Primary
X	Paul Gasior	Primary
X	Teri Herberger	Alternate
X	Kim Meyer (PC)	Alternate
Towson University		
X	Mary Hickey (PC)	Primary
	Cyndi Zile	Primary
X	Deniz Erman	Primary
University of Baltimore		
X	Eric Jones	Primary
	Keiver Jordan (PC)	Primary
	Michelle Junot	Alternate
University of Maryland Eastern Shore		
X	Chenita Reddick (PC)	Primary
University System of MD Office		
X	Chevonie Oyegoke	Chancellor's Liaison to CUSS
	<del>John Wolfe, Jr.</del>	Primary

*move  
returned 6/30*

University of Maryland, Baltimore		
	Amanda Azuma	Primary
X	Bill Crockett	Primary
	Angela Hall	Primary
	Nicole Miskimon	Alternate
	Hillary Anne Edwards	Alternate
P	Susan Holt	Alternate
University of Maryland, Baltimore County		
X	Laila Shishineh (Co-Secretary)	Primary
	Sheryl Gibbs	Primary
X	Kevin Joseph (PC)	Primary
X	Tom Penniston	Alternate
	Olivia Dent	Alternate
UM Center for Environmental Science		
X	Curtis F. Henry (M@Large) (PC)	Primary
	Julianna Brush	Primary
X	April Lewis	Alternate
X	Amy Griffin	Alternate
University of MD, College Park		
X	Patrick Perfetto	Primary
	Emily Hartz (PC)	Primary
X	Sister Maureen Schrimpe (M@Large)	Primary
	Dana Wimbish (Past Chair)	Alternate
	Sarah Goff-Tlemsani	Alternate
	Dylan Baker	Alternate
University of MD University College		
X	Candace Johnson (Co-Secretary) (PC)	Primary
X	Jennifer Volberding	Primary
	Elia Amegashie	Alternate
	Jade Walker	Alternate
X	Mark Freeman	Alternate
X	Jason Tiwari	Alternate

## Call to Order

### 1. Welcome and Introductions

- **President Jay A. Perman, M.D.**

- Introduced by Bill Crocket
- Chair of the CUSP (Council of University System Presidents)
- Serve with other chairs (CUSF, CUSP, CUSS) and report for each constituency
- UMB Focus: largely a professional and graduate campus with a focus on the health sciences, human services, and law
- Here to improve the human condition
- Focus on increasing younger student interest in the professional and graduate programs, particularly into the medical fields, especially underrepresented and /underserved students – no matter what, there are always jobs in health care (decent paying) and there is a need for qualified candidates in those fields

### 2. Consent Agenda [July Agenda & Meeting Materials](#)

- Approved

### 3. Approval of Minutes from June Meeting

- UMBC Update: change “Royal Farms” to “Royal Farms Arena”
- Change “Outhouse” to “Art House”

### 4. Chancellor’s Liaison’s Report – Chevonie Oyegoke

- The chancellor sent out an announcement that a new president has been selected for UMCES – received a lot of input from staff council on selection (excited for this after first year with a staff council) – new president will be Peter Goodwin
- Online benefits enrollment is unfortunately delayed again so USM employees will need to use call-in to extend the training for benefits coordinators before rolling out the new system – plan will be to roll this out beginning January 2019
  - Will roll out the online tuition remission system as well (Chevonie will conduct a demo at a future meeting)
  - Administrators should have access – tuition remission should be tied to budgets – may do roll out in phases
- Anne Arundel medical center is potentially terminating their contract with CareFirst – which lots of state employees have (AAMC will then become an out of pocket provider) – no final response yet (TBD)

### 5. Chair’s Report

- August meeting moved to Wednesday, August 9<sup>th</sup> and Lisa will send additional details closer to the date
  - New member orientation will take place
  - Share each committee description briefly and let new members decide committees
- Make sure that roster that was shared is updated: email Lisa and/or Sherrye for any updates to add/remove anyone

**c) Schedule of Meetings for 2017-2018**

- October meeting is bad for Bowie – may swap with UMBC (TBD)
- July meeting will be moved to July 17<sup>th</sup>
- August meeting will be August 7<sup>th</sup>

**6. Committee Meetings**

**7. Committee Updates**

- **Benefits and Compensation**
  - a) Mary will be serving as an alternate next year so there will need to be a new chair for this committee next year
  - b) Start to consider goals for next year: other duties as assigned, ombudsman, new chair
- **Board of Regents Awards**
  - a) Packet has been changed/updated: packet date changed, new category added)
  - b) Committee will have co-chairs next year (Deniz & Jenn)
  - c) Teach new members (all members) how to evaluate packets with new rubric (likely in January)
- **Communications and Marketing**
  - a) Everyone nominated for BoR awards will be included in next newsletter as well as upcoming year meeting schedule
  - b) Create an “exit survey” for members leaving the Council to get some info about their experience, reasons for leaving, etc.
- **Legislative and Policy**
  - a) Tasked to look at the bylaws
  - b) Attendance: could hosting institution have access to the RSVP spreadsheet – think about ways to allow people to call in since current method does not seem to be working great (hard for people to hear/inconsistent access)
  - c) Funding for CUSS travel varies from institution to institution
- **Executive Committee**
  - a) Will elect Members at Large at August meeting
  - b) Additional consideration for the by laws: should we clarify the role of Secretary as Co-Secretary if we continue to have Co-Secretary positions each year

**8. Old Business**

- a) Letter to Chair Brady update? Financial software follow up (travel software example) – efficiency follow up. Still collecting information and exploring inconsistencies – do not want to open a can of worms unnecessarily.

**9. New Business**

- a) MOTION: The members of the Council of University System Staff (Council) would like to thank Sherrye Larkins for her work and dedication for shared governance by serving as Chair of the Council.

Motion: Bill Crockett, Second: Kevin  
Motions passes by unanimous consent.

- b) Chevonie distributed certificates of recognition and appreciation to all current members of the Council

**10. Passing of the Gavel and Conclusion of 2017-2018 Term**

- a) Gavels (and thank you notes) were passed from Sherrye Larkins to Lisa Gray as the incoming Chair for CUSS 2017-2018
  - There was no gavel for the council previously so before the Salisbury meeting some members of the council purchased crab mallets to serve as the gavels moving forward (has been a tradition since 1998 ish)

**\*Note Next Meeting Date Change:  
Next meeting at Salisbury University Wednesday, August 9, 2017**

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: July 18<sup>th</sup>

## Board of Regents & Recognition Committee

INSTITUTION	FIRST	LAST	ATTENDANCE
BSU	Andrea	Davis	X
FSU	Dana	Severance	X
SU	Teri	Herberger	
SU	Kimberly	Meyer	<del>X</del>
TU	Deniz	Erman, Co-chair	X
UMB	Amanda	Azuma	X
UMBC	Sheryl	Gibbs	X
UMCES	Curtis	Henry, (Liaison)	
UMUC	Jenn	Volberding	X
<del>UMUC</del>	<del>Elia</del>	<del>Amegashie</del>	

Meeting Notes: Everything from EDIT is complete...

Packet is Complete → Curtis Ok'd → Sherrye Ok'd → Presidents

Jenn is now the Co Chair...

Packet dated changed, new category, shows the categories and prizes.

Awards will be awarded mid-July

Last award will be added... "the impact" is judged for the winner...

Consideration... Outstanding Category... consistency makes a difference and impact in a student's life... ☆ Inclusion and Multicultural new guidelines...

New award stipulation.

New Member... How to grade the packets... New Rubric will go over next meeting

Wrap up... Accomplishments... President's speech; New Category

Make up an Agenda... Thoughts... Primary and Alternate... Comments... need to be constructive... "devastated by the comments..."

know the committee member

Maybe need to ...

guide them to know how complete comments...

update or create a new grading rubric

Ideas ..

certificate

Timeline...

Goals...

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 7/18/17

## Communications & Marketing Committee

INSTITUTION	FIRST	LAST	ATTENDANCE
Bowie	Trish	Johnson, Co-Chair	✓
UB	Margaret	Bivans	
UB	Michelle	Junot	
UMBC	Laila	Shishineh (Liaison)	
UMCES	Amy	Griffin	✓
UMCP	Sarah	Goff-Tiemsani	
UMCP	Dana	Wimbish	
UMES	Chenita	Reddick	✓
UMUC	Mark	Freeman, Co-Chair	✓
USMO	John T	Wolfe Jr	

## Meeting Notes:

Create Exit Interview -  
Questions

- Did you feel your comm. work was ~~useful~~ useful?
- What recommendations would you have if any for CUSS
- What ~~do~~ do you feel ~~worked~~ well/  
or most memorable moment/success?
- ~~How~~ Do you ~~feel~~ feel like  
your voice was heard and  
you contributed to CUSS/the work?

topics of disc  
for CSS address.

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: \_\_\_\_\_

## Legislative Affairs & Policy Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
BSU	Trenita	Johnson	
CSU	Steve	Delice	
FSU	Angie	Hovatter	✓
SU	Paul	Gasior, Chair	✓
TU	Cynthia	Zile	✓
UB	Keiver	Jordan	
UMB	Bill	Crockett	✓
UMB	Angela	Hall	✓
UMBC	Thomas	Penniston	✓
UMCES	Julianna	Brush	
UMCP	Dylan	Baker	
UMCP	Patrick	Perfetto	✓
UMUC	Candace	Johnson (Liaison)	
UMUC	Caitlin	Smith	

UMUC Jason Tiwari ✓

### Meeting Notes:

- All campuses do not fully fund CUSS member travel. Raise the issue w/ Chancellor's Council.
- Communication Comm - look into better ways to "dial in".
- Survey institutions on funding policies for CUSS travel.
- See attachment ~~to~~ on by-laws.

that appointments can't be one year appointments because it breaks continuity in the council. That is something the executive committee and chair can share with the presidents and chancellor.

*My proposal if a bylaw change is recommended*

*Suggested changes to by-laws.*

2.6 If any elected member is absent from ~~two consecutive Council meetings, or~~ a total of three Council meetings, without prior notification to the Chair or approved designee by the Chair, and without sending an alternate, the Executive Committee will notify the constituent institution with recommendation for replacement.

2.7 An alternate in attendance may cast a vote for an absent member ~~provided the member has given prior notification to the Chair.~~

*\* Should not apply to alternates.*

**Bill Crockett, MS, RCRSP**

Executive Director, Campus Life Services & Campus Center

President, NIRSA - Leaders in Collegiate Recreation

Past President & Senator, UMB Staff Senate & USM Council of University System Staff  
Adjunct Faculty, Towson Univ. - Department of Kinesiology

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date 7/18/17

## Benefits & Compensation Committee

INSTITUTION	FIRST	LAST	ATTENDANCE
FSU	Jody	Pifer	X
TU	Mary	Hickey, Chair	X
UMB	Hillary	Edwards	X
UMB	Susan	Holt	✓
UMBC	Olivia	Dent	X
UMBC	Kevin	Joseph	✓
UMCES	April	Lewis	✓
UMCP	Emily	Hartz	X
UMCP	Sister Maureen	Schrimpe (Liaison)	Vacation
UMUC	Jade	Walker	X
UB	ERIC	Jones	✓
BSU	Lavel	Jones	✓
UMB	Sharese	Essien	✓
Coppin	Shelia	Chase	X

1. Other Duties as Assignment. Temporary Assignment, monetary compensation. believe to have been set aside for Ombudsman. We will resume discussion on other Duty Assign
2. New Chair Person - willing to be Co-Chair Susan Holt, Eric Jones need a chair. What does the Chair position do.
3. Think about and set goals for upcoming year.