

**Council of University System Staff Attendance Roster**  
**Friday, September 29, 2017**  
**University of Baltimore**

Bowie State University		
	Andrea Davis	Alternate
	Trenita Johnson	Primary
<u>D</u>	Trish Johnson	Primary
<u>LS</u>	LaVel Jones	Alternate

Coppin State University		
	Sheila Chase	Primary
<u>DD</u>	Dondra Davenport	Alternate
	Anthony Littlejohn	Primary
	Sonia McCain	Alternate
<u>ok</u>	Sherrye Larkins	Ex-Officio

Frostburg State University		
	Liz Nelson	Alternate
<u>DS</u>	Dana Severance	Primary
	Rubin Stevenson	Alternate
<u>SMB</u>	Stacey Utley-Bernhardt	Primary

Salisbury University		
	Lisa Gray	Primary
	Teri Herberger	Alternate
<u>✓</u>	Vanessa Collins	Primary
<u>✓</u>	Charles Overholt	Alternate

Towson University		
<u>RE</u>	Deniz Erman	Primary
<u>REN</u>	Mary Hickey	Alternate
<u>ER</u>	Conor Reynolds	Primary
<u>CAS</u>	Cyndi Zile	Primary

University of Baltimore		
<u>ES</u>	Eric Jones	Primary
	Keiver Jordan	Alternate

University System of Maryland Office		
<u>CO</u>	Chevonie Oyegoke	Chancellor's Liaison to CUSS

University of Maryland, Baltimore		
<u>YB</u>	Colette Beaulieu	Primary
<u>WNO</u>	Sharese Essien	Alternate
<u>AK</u>	Angela Hall	Primary
<u>SH</u>	Susan Holt	Primary
<u>NM</u>	Nicole Miskimon	Alternate
<u>JNR</u>	Janet Nance-Richardson	Alternate

University of Maryland, Baltimore Co.		
<u>X</u>	Sheryl Gibbs	Primary (phone)
<u>LS</u>	Laila Shishineh	Primary
	Michael Walsh	Alternate
<u>PK</u>	Pheng "Max" Xiong	Primary

University of Maryland Center for Env. Science		
<u>X</u>	Julianna Brush	Primary (phone)
<u>GG</u>	Amy Griffin	Primary
	April Lewis	Alternate

University of Maryland Eastern Shore		
	Chenita Reddick	Primary

University of Maryland, College Park		
	Dylan Baker	Alternate
<u>Sg</u>	Sarah Goff-Tlemsandi	Alternate
	Emily Hartz	Primary
<u>PD</u>	Patrick Perfetto	Primary
	Sister Maureen Schrimpe	Primary
	Dana Wimbish	Alternate

University of Maryland University College		
<u>AF</u>	Mark Freeman	Primary
	Candace Johnson	Primary
<u>JV</u>	Jenn Volberding	Primary
<u>CB</u>	Craig Binder	Alternate
<u>SB</u>	Sylvia Bolden	Alternate
	Karolina Nash	Alternate

P = Phone

**AGENDA**  
**Friday, September 29, 2017**

**University of Baltimore**  
**Fifth floor of the Student Center, in the Bolgomolny Room**  
**21 W. Mt. Royal Ave, 21201**  
**10:00 a.m.**

- 1. Call to Order**
- 2. Welcome and Introductions from President Kurt Schmoke**
  - a. Discussed UB networking and connections to Baltimore City & MD Charity Campaign
- 3. Consent Agenda & Materials September [Agenda & Meeting Materials](#)**
- 4. Approval of Minutes from August**
  - a. Approved as is
- 5. Chair's Report**
  - a. Breakfast for award recipients
  - b. Sonya Santalini (sp?) discussion about pipeline from Baltimore city schools to college – identifying skill gaps and partnering with districts systematically
  - c. System has taken a budget reduction (about 8 million dollar) as a mid-year give back and removed 9 million dollars from the fund balance
  - d. FY 19 budgets are in progress – looks to be another year of a flat budget
  - e. Ombudsman resolution has been approved and has been sent to the President's Council and Chancellor's groups and seems like it should be supported
  - f. Coppin presented a voluntary separation program: to get about 40 people to voluntarily separate by June 2018
  - g. Presentation on compensation for the president's and chancellor – 3 president's awarded increases and a comprehension salary guideline that is being presented
- 6. Chancellor's Liaison's Report**
  - a. Open Enrollment: starts Oct. 12<sup>th</sup> – opportunity to make changes to benefits (if you have FSA: you must make an election for 2018 – this will not roll over) – attend health benefits fairs at respective institutions
  - b. Salisbury U President retiring (Dr. Janet Dudley-Eshbach) in June 2018
  - c. Coppin's voluntary separation program: targeted at those who are eligible for retirement
- 7. Committee Meetings**
- 8. LUNCH**
- 9. Committee Reports**
  - a. Benefits and Compensation
    - Salary Compression: understanding what campuses are doing around this issue
    - Other Duties As Assigned: understanding how campuses determine what these are

- and/or when they should become part of the classification of the position, etc.
- b. Board of Regents Awards
  - Video of all of the presidents to promote BoR Awards: think of one liner for presidents “be great, participate”
  - Creating a rubric for rating awards
  - Creating a YouTube video for the awards that we can keep/use
- c. Communications and Marketing
  - Primary Goal: getting out the newsletter (next edition: October)
  - Point of Contacts: we want campus/senate updates but also new initiatives
  - Spotighting: president for whichever campus is hosting close to when the newsletter goes out (March = UMUC, April = Bowie, July = Salisbury outgoing president)
  - Secondary Goal: CUSS Info Sheet (create & update)
  - Additional Goals: getting more photographs – whoever hosts: taking more pictures and submitting them
- d. Legislative and Policy
  - Four themes:
    - o Advocacy: both those represented and not represented by collective bargaining
    - o Education: advise on issues impacting staff
    - o Capacity: especially around efficiency and effectiveness
    - o Collaboration: advocacy day and other opportunities to collaborate
- e. Executive Committee
  - Invite Ombuds person to one of our meetings (hopefully October)
  - CUSF survey going out to all institutions for faculty – going to be reviewing what they put together to revamp that specifically for staff

## 10. Old Business

- a. None

## 11. New Business

- a. 3 USM presidents will receive pay raises
  - Salisbury, UMUC, College Park
  - Article: <http://www.baltimoresun.com/news/maryland/education/bs-md-university-raises-20170915-story.html>
  - Lots of concerns about the fact that this happened within the midst of budget cuts and no merit/COLA
  - How would the president’s meet the goals they are being evaluated on for raises if it was not for the work of staff, who are then in turn not being equally evaluated/compensated
  - No mention of staff in the article (above)

## 12. Institution Updates

- a. UMBC: hosting next month (10/24) and highlighted campus retreat and Dr. Hrabowski joining the most recent PSS meeting
- b. Frostburg: new president – very interested in shared governance (newly formed university advisory council) and all three deans are interim or will soon be interim so will be filling several dean positions

- c. UMB: still working on strategic plan, opening new research building (in January), working on public safety concerns with borders for the campus
- d. UMCP: new hotel is open, purple line is greenlighted – will have a huge impact on the CP campus (will have to move the circle M at the entrance) and members of the community will be able to use the purple line for free, Cole Field House is reopened
- e. Salisbury: president will be stepping down (staying on as faculty), also have interim provost, some campus updates including a solar panel garage
- f. Coppin: interim provost right now, coffee hour every Weds for different groups, in the middle of Middle States, started Coppin family campaign
- g. Bowie State: interim provost, a few other leadership positions interim, largest freshmen class (1,170), homecoming is now the same week as the October meeting so glad to switch with UMBC
- h. Towson: lots of construction on campus (exciting projects), bookstore being remodeled
- i. UB: spirit week next week, homecoming dance, lots to build school spirit
- j. UMCES: new president started last week, supportive of staff council, diversity and inclusion panel
- k. UMUC: best in class (to e-recognize people across campus), six executive level openings, about to host a day of service
- l. UMES: not present today

### **13. Adjourn**

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date 9/29/17

Executive Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UMUC	Mark	Freeman	✓
UMB	Colette	B.	✓
Salsky	Lisa	Gray	✓
Coppin	Shenye	Larkins	✓
USMD	Cherelle	Oyejide	✓
UMBC	Laila	S.	✓

Meeting Notes: \* Goals 2017/2018 \*

- \* invite ombudsperson to October mtg.
  - resolution specifies "service must be provided"
- \* shared governance survey.
  - to be sent to each Univ. staff senate
  - to be presented in April.
- \* legislative agenda.
  - specific resolutions
  - a unified USM voice but specialty staff concerns
- \* Efficiency Survey. (Curtis & Lisa)
  - sent to campuses
  - how are campuses using tech. to create efficiency.

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 9/29/17

## Legislative Affairs & Policy Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UMBC	Pheng	Yang	<i>[Signature]</i>
SU	Vanessa	Collins	<i>[Signature]</i>
UMD	Angela	Hall	<i>[Signature]</i>
TV	Cyndi	Zile	<i>[Signature]</i>
UMCP	Patrick	Perfetto	<i>[Signature]</i>
Coppin	Rondra	Davenport	<i>[Signature]</i>
UMB	Nicole	Miskimon	<i>[Signature]</i>

**Meeting Notes:**

- Theme 1 - Advocacy - Advocate & represent fellow staff members both represented & non represented by collective bargaining
- Theme 2 - Education - Advise USM legislative affairs on issues & policies that impact USM staff
- Theme 3 - Capacity - Tap into USM resources & help build the committee's ability & capacity to be more effective, efficient & knowledgeable
- Theme 4 Collaboration - Work of Vice Chancellor & Assistant Vice Chancellor to organize Annapolis staff & seek opportunities to advocate before General Assembly and committees when appropriate

**COUNCIL OF UNIVERSITY SYSTEM STAFF**



Meeting Date: 9/29/17

Communications & Marketing Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UMB	Sharese	Essien	
UMCP	Sarah	Goff-Tlemsemi	
BSU	Trish	Johnson	
FSU	DANA	SEVERANCE	
UMBC	Tom	Penniston	
TU	Carol	Reynolds	

Meeting Notes:

- Prepping for October Newsletter. UMCES new President spotlighted.
  - January - UMUC; April - Bowre; July - Salisbury outgoing president
- CUSS informational sheet: who/what/where/responsibilities. Can take this to our staff series when recruiting new members
- CUSS Exit Survey: needs to be created; Want to get honest feedback from CUSS members on how to improve meetings

# COUNCIL OF UNIVERSITY SYSTEM STAFF

Meeting Date 9/29/17

## Benefits & Compensation Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE	
UB	Eric	Jones	co-chair	✓
UMB	Susan	Helt	co-chair	✓
Towson	Mary	Hickey		✓
Bowie	Karel	Jones		✓
SU	Charles	Overholt		✓
JMUC	Craig	Binder		✓
FSU	Stacey	Utley-Bernhardt		✓

### Salary compression

Issue: wages are static; new employees get market value, existing employees may end up paid less

Action ▷ will ask other universities if they have anyone looking into this issue

### "Other duties as assigned"

Issue: employees picking up duties from changing roles:

people leaving: job description may not accurately reflect duties effect salary + promotion or reclass

- need a definition of "other duties"

Action ▷ gather info from other schools

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 9/29/17

## Board of Regents Staff Awards & Recognition Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
Towson	Deniz	Erman	✓
BSU	Trenita	Johnson	✓
UMB	Janet	Nance-Richardson	✓
umuc	Sylvia	Bolden	✓
umuc	Jenn	Volberding	✓

**Meeting Notes**

BOB - All presidents to be in a video supporting the BOR awards.  
 Clip together + alone  
 If not - each committee can ask each pres. to just do an individual video  
 Jenn - created a ~~process~~ on how to grade each candidate  
 Youtube BOR channel giving info on the history, process + information  
 end the video w/ the president's.

Splice some of the chancellor's video to the youtube video.

Worst case scenario - we will put a powerpoint presentation together.

Several mini video's about 2-3 minutes each.

Video's completed by our next meeting

UMBC, Oct 24<sup>th</sup> we can do our own

President's will be completed during their Nov meeting.

Script

What's the BOR about - Deniz

review + send out - Jenn

Overall review - Team

Reward Project

Find out each institution staff awards } Janet  
Google form created } Trenita  
Jenn

Rewards tied around BOR recognition

\*Created - Jenn to share w/ committee