



Council of University System Staff

AGENDA
August 14, 2018

Salisbury University
Academic Commons, 4th Floor Assembly Hall
1134 S Salisbury Blvd, Salisbury, MD 21801
10:00 a.m.

Bowie State University
14000 Jericho 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 N. Charles Street
Baltimore, MD 21201

*University of Maryland,
Baltimore*
620 W. Lexington Street
Baltimore, MD 21202

*University of Maryland
Baltimore County*
1000 Hilltop Circle
Baltimore, MD 21250

*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 Blvd. East
Adelphi, MD 20783

*University System of Maryland
Office*
3300 Metzert Road
Adelphi, MD 20783-1690

1. Call to Order

2. Welcome and Introductions by Dr. Charles (Chuck) Wight

- New President of SU
- Introductions of the council
- Taking a 100 day listening tour of the campus as his first steps to learning about the institution
- Almost 500 staff members at SU
- Grew up as a faculty member at Univ of Utah: transitioned over to Division of Continuing Education/Administration (entirely staff unit)
- Actually grew up in Fairfax, VA but went out to the west coast for school and has slowly been working his way back to the east coast

3. Salary Compression Presentation

- a. See PPT for full presentation/details - notes only provide a very brief summary
- b. Provide a break-down of USM personnel system (as on overview of salary schedule and reclassification process) and how this is impacted by merit/COLA if/when we receive them and then what impact these issues have on salary compression (leapfrog, mid-compression, and extended-compression)
- c. Because this all starts with the governor's budget, we have to do what we can with the state budget we are given so while we have some discretion around our salaries, we do not always have control over how much we can do to address these issues
- d. Staff Senate Recommendation to the VP of Administration & Finance Form (SAMPLE) - providing opportunities for staff regardless of salary compression to ALL staff (snack & chats on a variety of topics)

4. Consent Agenda & Materials August [Agenda & Meeting Materials](#)

5. Approval of Minutes from July

6. Chair's Report

- a. Looking at November the 16th for the Joint CUSS/CUSF/Student Council Meeting: have invited the Chancellor and a potentially include a panel of BoR members (including Chairman Brady) - we will brainstorm questions beforehand and take care of logistics - need CP members to take care of spaces in the Union

7. Chancellor's Liaison's Report

- a. Chevonie is our liaison to the Chancellor's Office and her email is coyegoke@usmd.edu if members have questions or need any information prior to future meetings
- b. Otherwise right now things are quiet so no substantial updates
- c. Congrats to all new members!

8. Committee Meeting

9. LUNCH (Tentative Working Lunch)

- a. Vote to meet as committees over lunch then report out after

10. Committee Reports

- a. Benefits and Compensation
 - i. Open Enrollment Online: what resources/assistance will be available
 - ii. Lay Off: any resources to help staff help new positions or opportunities
 - iii. Weather Policies: campus closure impacts (third shift?)
 - iv. Susan & James will chair and will email members about the above priorities/questions
- b. Board of Regents Awards
 - i. Only members of the committee and volunteers will review packets this year
 - ii. Teri will chair
- c. Communications and Marketing
 - i. Info sheet: got some feedback, will update and resend for final approval from members
 - ii. Will need a new chair (both Amy and Chenita elected as members-at-large)
 - iii. Please share who the Point of Contact (PoC) will be for each campus and make sure that person is responsive/available (Bowie - Trish, SU - Vanessa, UB - James, UMB - Janet/Colette (?), UMBC - Laila, UMCES - Amy, UMCP - Sarah, UMES - Chenita, UMUC - Mark, FSU - Stacey, Towson - Conor, & Coppin - Anthony)
- d. Legislative and Policy
 - i. Hopefully Andy Clark will join us at a fall CUSS meeting
 - ii. Vanessa will chair
- e. Executive Committee
 - i. Retiree Rx plan of action - TBD - have a little time due to one year transition plan but want to start conversation around this earlier rather than later
 - ii. If shared governance surveys have not been shared, let Mark know
 - iii. Hoping by next meeting to create an ad-hoc committee to take a look at our bylaws - with a particular focus on attendance policies/requirements for reps vs. alternates - form next meeting and report out by the end of the fall semester as well as looking at regional centers (Hagerstown, Shady Grove, and future Southern MD)
 - iv. Mark will finalize committees and send it out to everyone

11. Old Business

- a. Shared Governance Best-Practices Survey
 - i. See email with draft of all questions
 - ii. The goal of this survey is to hear what other campuses are doing around shared governance to determine some best practices within USM for shared governance
 - iii. Share any thoughts/edits with Mark and then final version will go out - feel free to share with staff senates (either leadership or all members)
 - iv. Deadline: Friday, September 14
 - v. Report to CUSS: some time in October

12. New Business

- a. Nominations and Election for Member-At-Large (2)
 - i. Call for Nominations
 1. Colette Beaulieu
 2. Sister Maureen Schrimpe
 3. Nicole Miskimon
 4. Amy Griffin
 5. Chenita Reddick
 - ii. Results
 1. Chenita Reddick
 2. Amy Griffin

13. Institution Updates

14. Adjourn

- a. Motion to adjourn: 1:36 PM

Conference Call Information

Dial-in Number: 1-866-247-6034

Participant Access Code: 4548210075

Next Meeting Tuesday, September 18, 2018 at University of Baltimore

