

**Council of University System Staff Attendance Roster**

Tuesday, March 27, 2018

Coppin State University

X = Present in Person

P = Present by Phone

<b>Bowie State University</b>		
X	Trenita Johnson	Primary
X	Trish Johnson	Primary, POC
	LaVel Jones	Alternate
<b>Coppin State University</b>		
X	Sheila Chase	Primary
	Dondra Davenport	Alternate, POC
X	Anthony Littlejohn	Primary
X	Sonia McCain	Alternate
X	Sherry Larkins	Ex-Officio
<b>Frostburg State University</b>		
	Liz Nelson	Alternate
	Rubin Stevenson	Alternate
X	Stacey Utley-Bernhardt	Primary, POC
<b>Salisbury University</b>		
X	Lisa Gray	Primary
	Teri Herberger	Alternate
	Vanessa Collins	Primary, POC
X	Charles Overholt	Alternate
<b>Towson University</b>		
X	Deniz Erman	Primary
X	Mary Hickey	Alternate
X	Conor Reynolds	Primary
	Cyndi Zile	Primary, POC
X	Carol Green-Willis	Alternate
X	LaVern Chapman	Alternate
<b>University of Baltimore</b>		
X	Eric Jones	Primary, POC
	Keiver Jordan	Alternate
<b>University of Maryland Eastern Shore</b>		
P	Chenita Reddick	Primary, POC
<b>University System of MD Office</b>		
	Chevonie Oyegoke	Chancellor's Liaison to CUSS

<b>University of Maryland, Baltimore</b>		
X	Colette Beaulieu	Primary
X	Sharese Essien	Alternate
X	Angela Hall	Primary, POC
X	Susan Holt	Primary
X	Nicole Miskimon	Alternate
X	Janet Nance-Richardson	Alternate
<b>University of Maryland, Baltimore County</b>		
	Sheryl Gibbs	Alternate
	Laila Shishineh	Primary, POC
X	Michael Walsh	Alternate
	Pheng "Max" Xiong	Primary
	Tom Penniston	Alternate
X	Bethany Walter	Primary
<b>University of Maryland Center for Env. Science</b>		
P	Julianna Brush	Primary, POC
P	Amy Griffin	Primary
	April Lewis	Alternate
	Elissa Lee	Alternate
<b>University of MD, College Park</b>		
X	Dylan Baker	Primary
	Sarah Goff-Tlemsani	Primary
X	Sister Maureen Schrimpe	Primary
	Dana Wimbish	Alternate
<b>University of MD University College</b>		
X	Mark Freeman	Primary
X	Candace Johnson	Primary
X	Jenn Volberding	Primary, POC
P	Craig Binder	Alternate
X	Karolina Nash	Alternate
X	Sylvia Bolden	Alternate

**Council of University System Staff  
Council Meeting Minutes  
Coppin State University  
March 27, 2018**

**1. Call to Order**

**2. Welcome and Introductions**

- a) Anthony Littlejohn (graduate of Coppin) introduced speaker because president (Maria Thomas) nor provost (Leon St. Louis) were able to make it.
- b) Michael Bowden, Asst. Vice President, provided introduction. In 13<sup>th</sup> year of employment at Coppin. Came from USM office.
- c) Coppin awards over 550 degrees every year; about 400 bachelors degrees and the rest are masters. Recently introduced doctorate program.
- d) Athletics - Coppin participates in the Mid-Eastern Athletic Conference (MEAC) and NCAA.
- e) Accreditation – seven specialized bodies.
- f) Enrollment - 2507 (undergraduate) 386 (graduate). Large population of student body is first-generation students.
- g) Faculty – 128 full-time and 129 part-time.
- h) Accreditation has changed from every 10 to every eight years. Coppin recently had accreditation approved (standards recently changed from 14 to seven).

**3. Consent Agenda & Materials March [Agenda & Meeting Materials](#)**

**4. Approval of Minutes from January**

- a) Trenita Johnson was present at January meeting. Sheila Chase was on the phone; Sonia McCain was not present.
- b) Motion to approve made by Sister Maureen Schrimpe; seconded by Mary Hickey.

**5. Chair's Report**

- a) Chancellor's council meeting in March. Many of budget hearings have concluded in legislative session. Capital budget session started last week. System has recommended to remove \$5 million cut. Two bills on sexual assault.
- b) Amazon visit to Maryland – waiting to hear back to determine if we make list.
- c) Recommendation to move the Southern MD Higher Ed to USM was positive. Will operate similarly to Shady Grove.
- d) Another issue with disposal of property with Board of Public Works.
- e) Issue with APLU (agriculture) discussed.
- f) Discussion about Nexus courses applying to BA degrees.
- g) City of Salisbury, Maryland, hosting National Folk Festival. Festival will be held September 7-9, 2018. Will host festival through 2020.

**6. Committee Meetings**

**7. LUNCH (Tentative Working Lunch)**

**8. Committee Reports**

a) **Benefits and Compensation**

1. Submitted employee discounts to Mark.
2. Stacy Utley-Bernhardt had someone from staff senate at her institution (Frostburg) submit something to her regarding domestic partnerships (same-sex and heterosexual) and using leave to care for sick family members. USM policy does not consider a domestic partner a family member.
3. Also working on salary compression – they have questions for Chevonie regarding salary review.

b) **Board of Regents Awards**

1. Thanked Tim Casey for his terrific work on the BOR evaluation process.
2. Discussed possibility of using recent process for evaluations.
3. Looking for improvements for next year. Lots of feedback regarding improvements centered on training (how many comments should one make?).
4. Four people did not do any grading. Two people were exempt. Winners are known, but not finalized.

c) **Communications and Marketing**

1. Discussed upcoming newsletter. POCs will receive email prompting them to send institutional updates. Will highlight Bowie's new president and chair's report.
2. Worked on CUSS info sheet and settling on wording. Will be created to take back to institutions if recruitment is needed for CUSS and to pass out to legislators. Will review draft at next meeting.
3. Newsletter is set to be finished by end of April. Need institutional updates from POCs by April 25<sup>th</sup>.
4. Mark will send February newsletter to all CUSS members today (3/27/18).

d) **Legislative and Policy**

1. Discussed broadly the charge of the committee and how they can adequately represent USM staff. Will discuss further when more committee members are present.
2. Discussed advocacy day briefly. One question that came up was why there was no luncheon with delegates and legislators. Led to conclusion that there is concern regarding whether or not our voice matters.
3. Talked about the schedule for Advocacy Day; felt that it worked well.
4. Committee will revisit discussion of Advocacy Day to discuss pros and cons and how to prepare CUSS members for the day. CUSS members are encouraged to do their homework on local representatives in preparation for next year. One suggestion was to send out list of who we're visiting earlier in order to prepare.

e) **Executive Committee**

1. Discussed how we would like to create CUSS meeting schedule earlier. Schedule has been created for next year.
2. August 14, 2018, meeting will be at Salisbury. September 25, 2018, will be at UB. October 23, 2018, at Frostburg. November 13, 2018, (joint meeting) at College Park. December 11, 2018, at USM Office. January 22, 2019, at UMB. Advocacy Day is February 20, 2019. March 26, 2019, at Coppin State University. April 23, 2019, at Towson. May 14, 2019, at Bowie. June 25, 2019, at UMES. July 23, 2019, at UMCES. UMUC and UMBC removed from rotation next year.
3. Please report campus conflicts to executive committee.

9. **Old Business**

a) **Advocacy Day Recap**

1. Third Wednesday in February has been designated as Advocacy Day going forward.
2. Both CUSS and CUSF felt that the day went very well.
3. Trish Johnson gave her perspective of Advocacy Day, stating that she appreciated having appointment times with the delegates.
4. Sheila Chase stated that she appreciated the talking points.
5. Deniz Erman mentioned how in the past we would pass out handouts to the delegates' assistants instead of meeting with them. She mentioned that the delegates she met with provided tips on how to get bills passed.
- a. Jenn Voldberding discussed her meeting with Senator Rich Madaleno, who plans to run for governor.
6. It was suggested that we send thank-you cards.

**b) Shared Governance Survey Update**

1. Overall, it was a success (especially on the first run).
2. 165 people participated in survey. Good distribution of participation among campuses. Good distribution regarding length of involvement in shared governance. The majority of participants have worked for their institution for more than five years.
3. Questions 19, 13 and 20 had highest levels for strongly agree.
4. Next three with highest ratings were questions 12, 10 and 1. Same theme: we're able to have shared governance on our campuses that's uninterrupted.
5. Lowest ratings: questions 15, 16, 8 and 14. Categories that had highest rate of people voting for disagree and strongly disagree.
6. Categories of neither agree nor disagree – 60% of people did not agree that we have staff involvement in fiscal planning or involvement in staff selection or hiring.
7. General report will be given at BOR meeting in April. Individual reports will be sent to president of each institution. Will also be sent to chair of staff shared governance after being sent to president. All comments on survey are anonymous and will be visible to university presidents.
8. Survey will be conducted annually.
9. Send any feedback on survey to Mark Freeman.

**10. New Business**

1. Nominations – starting with meeting in April, nominations for Executive Committee will be accepted (except for Member at Large, which is elected during August meeting). Nominations will run through May and elections will be held in June.

**11. Institution Updates**

1. UMBC – winner of NCAA men's basketball tournament. Also launching seventh cohort of staff mentoring program next week, in which new staff are paired with seasoned staff for a year of mentorship. Lastly, new events center opened in January.
2. Frostburg – 1985 alumni Ricky Arnold took off for International Space Station. Second time on space station. Doing first space walk on March 29<sup>th</sup>. Will be participating in the Teaching from Space Program. He'll be there for five months, returning in August.
3. Bowie – April will be inauguration of new president.

**12. Adjourn:** Motion to approve made by Sister Maureen Schrimpe; seconded by Mary Hickey.

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date 3/27/2018

## Benefits & Compensation Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UB	Eric	Jones	✓
SU	Charles	Overholt	✓
UMB	Susan	Holt	✓
FSU	Stacey	Vtley-Bernhardt	✓
UMBC	Michael	Walsh	✓
CSU	SHEILA	CHABE	✓
TU	MARY	HICKEY	✓

Meeting Notes:

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 3/27/18

## Board of Regents Staff Awards & Recognition Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
TCU	Deniz	Erman	✓
UMUC	Jenn	Volberding	☺ ✓
UMB	Janet	Nance Fuhman	✓
BSU	Teresa	Johnson	✓
UMUC	Sylvia	Bolden	✓
UMBC	Rebecca	Walter	✓
Coppin	Tim	Casy	✓
COPPIN	Anthony	Littlejohn	✓

### Meeting Notes

--BOR:

- Thanked Tim
- Improvements for next Year
- Improve our processes for training
- Finalizing the grading process

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 3/27/18

## Communications & Marketing Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
BSU	Trish	Johnson	✓
TU	LAVERN	Chapman	✓
TU	Conor	Reynolds	
TU	Carol	Green-Willis	✓
UMB	Sharese	Essien	✓
ESU	Sonia	McCain	✓

### Meeting Notes:

- Worked on wording for CUSS representative info sheet (informational sheet for recruitment & Advocacy Day)
- Newsletter information deadline by end of April (4/25)

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date: 3/27/2018

## Legislative Affairs & Policy Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UMB	Nicole	Miskimon	Nicole Miskimon
UMB	Angela	Stell	Angela Stell
UMUC	Karolina	Nash	Karolina Nash
UMCP	Dylan	Baker	Dylan Baker

### Meeting Notes:

- Discussion of USM Advocacy Day in Annapolis
  - Planning + agenda for the day - Communication? Proper prep.
  - Can we meet with Andy Clark in advance of the session to have a voice in USM stance on issues related to staff?
  - Good schedule w/ legislators - No luncheon - not sure why *because it seemed very effective in the past*
- What other issues should this committee (and CUSS as a whole) be working on? How can we make a difference and properly represent USM staff? When more committee members are present, we should have this discussion.

*How much does our voice really matter?*

# COUNCIL OF UNIVERSITY SYSTEM STAFF



Meeting Date 3/27/18

## Executive Committee Attendance

INSTITUTION	FIRST	LAST	ATTENDANCE
UMVC	Mark	Freeman	
UMVC	Candace	Johnson	
Coppin	Shernye	Larkins	
UMB	Colette	Beaulieu	
Salisbury	Lisa	Gray	
UMD	Sister Maureen	Schrimpe	

## Meeting Notes:

- Next year's CUSS meeting schedule created by Mark and Lisa (tentative dates). Two schools removed from rotation. Joint meeting at UMD to be determined (tentative date is Nov. 13).
- Feb. 20, 2019, is Legislative Day.
- Shared Governance report data available.