

CUSS – August 18, 2020 - Minutes

1. Call Full Council Meeting to Order (10 AM)

2. Approve Minutes: July 2020

- a. Minutes approved

Opening Remarks by President Kurt Schmoke

Sending a virtual smile to welcome us. He appreciates the hard work that this committee does throughout the system. He has met with the campus presidents three times per week and with the Chancellor during these past months. They've been seeing challenges and the work of other campuses.

UB is not a residential campus and most of their students are primarily working adults. Therefore, they do not deal with or address some of the questions with athletics, cafeterias and dormitory issues.

UB made the decision at the end of March that they would be an online and telework environment for the summer and fall so people could do the planning. Everyone involved did a tremendous job to support services for the faculty and staff in this process.

Things are moving forward at UB. They had already started moving academics online before COVID. They are hoping things get better for the spring semester. They will start to make decisions about the spring semester this October.

Wishing the committee well and a degree of optimism that we can provide a good academic experience under these conditions. Final words: important to care for each other and practice flexibility in terms of responding to the needs of people.

- Question: Is the USM looking at fully online courses in the fall? The Chancellor has left the decision up to individual campuses based on public health in each jurisdiction based on standards and triggers.

3. Chancellor's Liaison Report

- The Chancellor's Liaison for CUSS attends executive and general body meetings, provides updates from the USM, consults on policy proposals and initiatives, highlights current initiatives throughout the system and answers questions. My goal as your liaison is to act as your "go-to" person providing feedback, insight, and key information wherever needed.
- *Why the USM Is Preparing for a Hybrid Instructional Model This Fall*
Chancellor Perman in a July 22 statement addressed why USM is returning with the high-cost, high-effort model of hybrid classes for Fall 2020. The Chancellor emphasized student and community safety is still a priority. However, he points out that for many students as well as for many vocations, in-person and on-campus experiences cannot be translated to online: "An online-only version of these courses simply wouldn't meet our students' needs." The Chancellor goes on to explain why he believes offering in-person

support is vital and part of the work the USM can do to address and deconstruct structural racism:

We invest in this high-effort model because we have students who need the campus environment as much as they need our courses—students in stressful situations; students with nowhere else to go; students whose safety is jeopardized, whose finances are precarious; students who need the on-campus academic and emotional support we provide them, the support that helps them stay in school and succeed. This support is especially vital to low-income and first-generation students, students of color—the very students we fear losing most if we pivot to online-only education. To me, this is part of our work to dismantle structural racism.

Perman also covered “an exit ramp”; most courses are remote-ready and with partnerships with state and local health authorities and an ongoing testing and surveillance pilot program at UMB, College Park, UMBC, and Bowie State we should be ready for all contingencies.

Perman reiterated these statements in an interview during a town hall hosted by the University of Maryland, Baltimore President Bruce Jarrell on Thursday, August 6th.

- *USM Board of Regents Announces Winners of Annual Staff Awards*
The awards are the highest honor presented by the board to exemplary staff members. The awards honor excellence in the following categories: Contribution to the Institution; Service to Students in an Academic or Residential Environment; Effectiveness and Efficiency; Public Service to the University or the Greater Community; and Inclusion, Multiculturalism, & Social Justice.
Said Chancellor Perman, “I know we’re recognizing our award recipients for their work over several years, but the 2020 awards just feel different, because they remind us how essential our staff is to high-quality student experiences, to a well-functioning institution, and to a mission that endures no matter what our circumstances. COVID has forced all of us to reexamine and innovate how we do our jobs, how we maintain excellence despite difficulties none of us saw coming. This excellence proves the dedication of our staff—their commitment to their jobs, to their purpose, and to those they serve. This year’s honorees embody that dedication, and I can’t wait to celebrate them in September.”
- *Chancellor Perman: University System of Maryland projects \$425M in losses in fiscal 2021*
Washington Business Journal reports Chancellor Perman projecting a \$425M loss in FY21. Perman was asked about this during the town hall hosted by University of Maryland, Baltimore President Bruce Jarrell Thursday, August 6th. The Journal calls the town hall a “webinar”:

Perman disclosed the estimate while answering a question about system-wide financial impacts of the pandemic, during a webinar hosted by the University of Maryland, Baltimore Thursday. About \$130 million of that \$425 million total represents the funding that the Maryland state government asked the public school system to cut from its over \$6 billion budget for the fiscal year that ends June 30, 2021, Perman said. The additional \$295 million will come from the loss of other revenue sources, such as certain campus fees, contracts and grants, as well as significant additional expenses related to preparing campuses for the partial return of students and faculty this fall.

When asked whether job cuts within the system were on the horizon, Perman stated: "I don't want to scare anybody...but we may have to resort ultimately to some personnel actions," he said. "That's not where we are right this minute."

Feel free to contact Chevonie with any additional questions.

4. Chair's Report

- Welcome new and returning council members.
- Thanking chairs for submitting year-end reports.
- BoR staff winners have been notified and sent certificates to honorable mentions. We recognized Teri for her hard work.
- Chancellor met briefly with cabinet and will resume meeting in the next couple of weeks– will likely announce changes to the policy of renaming buildings.

5. Committee Reports

Benefits & Compensation:

- Sending to all POC for each campus a survey after August CUSS meeting to:
 - Identify mental health resources for each campus
 - Policies for refunding or lowering charges for parking while staff are teleworking
 - Tuition remission policies on each campus to ensure staff on each campus are paying the same fees across the USM
 - Issues of concern that the benefits and compensation committee can work on during the new term that begins in August.

BoR Staff Awards & Recognition:

We had a small group sign on today for this committee: myself, Deniz, Kevin, Joseph, and Dolores Jackson.

The packet for the upcoming year has been sent to Laila, will be reviewed and sent to the University presidents by the beginning of September and the President's office will pass those along to their campus award committees. The due date for nomination packets is February 5th.

Last year the scoring system moved to be housed in the USM, which enables continuity and a central location for this system. Marcus Harrington is the current USM contact for this system.

Our immediate goal is to get the committee contact list updated for all campuses. Once this is done, we will be working with these contacts to increase communications. We plan to share the grading rubric and make this information transparent. We are considering having one or two information sessions via Zoom if this would be useful to the various campus committees. We hope the outcome is to increase overall packet submissions.

A long-term goal is to work on the grading rubric, particularly as it applies to non-exempt nominations. Right now the grading basis is on "Impact." We are considering keeping this in place for the non-exempt nominations and adding back the "Above and Beyond" grading basis for the exempt nominations (in addition to judging "Impact").

Two questions for Laila/Executive Committee:

1. Who updates the USM website to add the 2019-2020 winners and the 2020-2021 packet?
2. Where is the CUSS meeting information currently being stored and would this be a good place to keep and share CUSS BOR materials?

Communications & Marketing:

Returning Members

April Lewis
LaVern Chapman
Dawn Stoute
Sheila Chase
Francesca Kerby
Tom Penniston

New Members:

Yvonne Oliver (New to committee)
Mary Phelan (New to CUSS) (New Co-Chair)
Christine Marconi (New to CUSS)

- April welcomed everyone and asked everyone to introduce themselves;
- April reviewed the year-end report and called for nominations for Chair, Co-Chair, and secretary;
- Dawn Stoute volunteered to Chair and Mary Phelan volunteered to be co-Chair, both were voted in;
- No one volunteered for secretary to take notes, so Dawn said she would take them;
- April turned the meeting over to Dawn as the new Chair; and
- Dawn thanked April for her past service and asked if she would continue to send out newsletter request emails and reminders -- April accepted.
- Dawn reviewed the current items for the upcoming year and asked for additional thoughts and/or suggestions. The following were discussed:

- Head up social media for the committee (i.e., Facebook, Twitter, etc.) -- Mary Phelan and Yvonne Oliver volunteered;
- CUSS Video - Laverne Chapman volunteered to collect samples and ask Towson's IT department for suggestions. Possibly incorporate CUSS words in the video -- a word that describes CUSS;
- Dawn to provide timeline for newsletter at next meeting;
- Make sure we coordinate the release of the newsletter with the Legislative Committee -- especially for Advocacy Day; and
- Feature the BOR winners in the newsletter.

Legislative Affairs & Policy:

Welcome introductions: Co-chairs, Vanessa Collins and Lori Stepp

Attendees: Kelly Ward, Sharese Essien, Renee McQueen, Megan Manley, Vanessa Collins, Lori Stepp

-Vanessa provided an overview of Advocacy Day describing the one on one meetings with delegates and senators. Groups of 6 members will meet with each constituent for approximately 15 minutes.

-We are joined by CUSF members and invite students to join us on Advocacy Day.

-Goal is to advocate on USM relevant issues to include the budget and recommending not to cut our budget.

-Work with USM office Patrick Hogan and Andy Clark. They are legislative affairs representatives for the USM. In December and January they host weekly calls that address bills that may impact the USM. They also send a weekly newsletter that recaps what has been going on in the legislature.

-Share the impact of staff at USM.

-Last year we created a handout that seemed to be well received.

-Our challenge this year is to plan for a remote Advocacy Day.

-We will have to start ramping up our planning process for Advocacy Day earlier this year.

-This committee may also need to look at the CUSS bylaws to see if any updates are necessary.

-Sharese shared her experience with participating in Advocacy Day and how much she enjoyed the event.

-Consider creating a video and recruiting student participation/assistance.

-We have not received a date for the 2021 Advocacy Day and may need to reach out to Andy and Patrick earlier in the Fall (Sept/Oct).

-Schedule for the AD is typically created a month prior to the event.

Executive:

- Executive Committee Agenda:

- Determine Committee Liaison Roles: Carol (Benefits), Susan (BoR), Antoine (Communications), and Trish (Legislative Affairs). Kalia, Lisa, and Laila will float around to committee meetings as they can. Kalia will serve as an additional liaison to Benefits. We will want to help the groups keep an agenda and remain focused and on task (with assignments handed to the appropriate groups as needed). This will be important for the liaisons to help with (see future order below).

- Future Agenda Order: Meet in Committee first, Liaisons meet with Standing Committees (10 to 10:30) and then meet as Executive Committee (10:30 to 11), then meet in full Council 11-12. Try to provide some structure to committee meetings if/however possible. Also bring back welcome speaker for whatever campus we would have been at for the 2020-2021 year as long as we are virtual.

- Mentorship Plans: Identify potential people to mentor for Executive Committee. Consider having people shadow Executive Committee meetings and meet one on one with whatever position they are interested in.

- -Discussion about putting the full links for the meeting on the second page (back page?) of the agenda since people are having trouble with the hyperlinks. Also potential investigation of having closed captioning as an option for the full meeting (UMBC is going to look into this).

- Update Exec Committee Position Descriptions Google Doc (Ongoing) - Please update!

6. Old Business**7. New Business**

Member at large election nominations were placed in chat. Trish and Antoine re-elected by poll vote.

8. Adjourn

- a. Motion: ?
- b. Second: ?
- c. Meeting adjourned

Next Virtual Meeting: September 22, 2020