

Council of University System Staff
January 21, 2020 AGENDA
UMB - Campus Center
621 W. Lombard St. Baltimore, MD 21201
10:00 a.m.

1. Call Meeting to Order

2. Welcome and Introductions by Colette Beaulieu, UMB

- Jennifer Litchman, Senior Vice President for External Relations and Special Assistant to the President welcomed CUSS to UMB. She has been with the university since 1999. She mentioned that when Dr. Perman came on board, he was a big believer in shared governance and really supported the Staff/Faculty Senate. Dr. Jarrell also believes in shared governance and will continue to make it a priority.
- Mark Emmel, Director of Organization and Employee Development was unable to make a presentation to the group. Colette Beaulieu mentioned that Mr. Emmel was instrumental in developing our very successful Employee Development Day which is a collaborative effort between Staff Senate and OEA (Organization and Employee Development). Mr. Emmel is a strong supporter of shared governance.
- Kristy Novak, President of the Staff Senate. Gave a presentation to discuss how the UMB Staff Senate works.
 - We have representation from all schools and administration office.
 - We have 10 regular senate meetings throughout the year and a retreat in August which was facilitated by Mark Emmel as a team building exercise and a Town Hall in January which has a panel of speakers who will meet with the staff senate throughout the year, HR representative, Campus Safety, Faculty Senate President and Staff Senate President. This gives staff and faculty the opportunity to ask questions.
 - We have been very visible throughout the campus, we participate in School Supply, Thanksgiving Food Drive and Christmas gift drive during the year. We have kicked off a civility campaign which is one of our core values. We are working with Campus Safety to number all the “blue” emergency phones so that people’s locations are known immediately. Ms. Novak submitted her presentation which will be entered into the record.

3. Consent Agenda & Materials: January 2020

Approval of Minutes: December 2019

Motioned to approve Casey Jackson, seconded: Lisa Gray, motion approved unanimously

4. Chair’s Report

- We attended our last BOR with Chancellor Caret. Thanks you letters were sent by Faculty, Staff and Student Councils.
- Dr. Perman met with all the Councils on his first day in office.
 - We will send him a welcome letter from CUSS
- No update on including an emeritus staff member on the council
- There will be no regular meeting in February as we will be attending advocacy day.
- Will review the meeting calendar at our March meeting for next year.

5. Chancellor’s Liaison Report

- Good morning and glad we all made it to the New Year! We are off to a great start at the USMO. Dr. Jay Perman began as USM’s 5th Chancellor on January 6th and we had a reception to start off the year – He spoke to his USMO colleagues, Presidents, and invited guests including the chair of CUSS and informed what drives him – excellence and civility. We are all excited to work with him and support him in his efforts.

- You should have received Andy Clarke's legislative update on Friday. Governor Hogan made public his FY 2021 budget for the USM on Wednesday. System and campus officials worked closely with Governor Hogan to ensure access to exceptional and affordable academic opportunities. The FY 2021 Governor's Allowance for the USM, if approved by the General Assembly, would provide \$1.548 billion in state funding for the USM Operating Budget—an increase of \$55 million or 3.7% over the FY 2020 funding level. Targeted enhancement funding initiatives such as the USM's system-wide Workforce Development Initiative (WDI) and other key items are included in the Governor's Allowance. The Governor's FY 2021 budget, as proposed, is an affirmation of Board of Regents' interests.
- USM efforts to make prudent business decisions to preserve quality, close the achievement gap, move towards degree completion goals, and advance Maryland's national and global competitiveness. The FY 2021 budget caps in-state resident tuition growth at 2% for the USM for the sixth year in a row. We will be watching the budget closely and I'll provide information as necessary.
- On December 20th, the Board of Regents have approved changes to our Supplemental Retirement Accounts which we will be implementing in the coming weeks. We will be bringing a 403b Roth as well as some administrative changes that will allow employees to save more for retirement. You will hear more from me and your HR offices in the coming months.
Report submitted by Chevonie Oyegoke, USM Liaison
- Questions:
 - a. Will state salaries increase in 2021 and will staff receive \$500 bonus if goal is made?
 - b. Answer: Decision would have to come from Governor's office. When we know more, we will communicate this to the campuses.

6. Committee Meetings

LUNCH (12 PM)

7. Committee Reports

Benefits and Compensation

- Discussed whether people are being notified of payroll increases
- Discussed institutional structures – finding the best model
- Team Building/professional development – how each school handles that

Board of Regents Staff Awards & Recognition

- Nomination packets due 2/27
- Working on developing a new system for grading, waiting to hear from Marcus from the system. Plan B will be google docs
- NEED VOLUNTEERS FOR GRADING – please email Teri Herberger if you are interested
- Eligibility discussion – we go by what HR determines is senior leadership. Colette Beaulieu suggested there might be a document that outlines requirements for CUSS, if the staff member is eligible to serve on CUSS, they would be eligible for the BOR award. Colette said she would ask Bill Crockett if he has knowledge of the document.

Communications and Marketing

- Replace the CUSS link with a bitly link that will track views. Will work with webmaster of the CUSS website to update.
- Facebook page is being updated
- Newsletter timeline:
 - Institutional updates due 2/5
 - Draft to executive committee 2/10
 - Publish: 2/14

Legislative Affairs and Policy

- February 19th is Advocacy Day
- Working on a contingency plan in case of inclement weather

- Working a list of talking points
- For next year, group might meet to work on a video (for contingency plan)
- Committee requested copies of "Leading Maryland" hand out from Chevonie Oyegoke.
- Agenda will be out right before the meeting, plan to be in Annapolis by 8:00 AM
- Please RSVP as soon as possible so that groups to meet with Delegates can be put together.
- Suggested to CUSS to get MTA Stickers for their ID's for free transportation to the State House.

Executive Committee

- Discussed 20-21 CUSS meeting schedule, potential swaps and logistical changes.
- Letters to President and Chancellors will be sent back to executive committee for edits
- Edit Chair list (email from Kalia) please supply the name and email for your Staff Senate President/Chair.
- Survey will be sent out soon - just members of staff senate will complete
- Please stress the importance of 100% participation

8. New Business

Welcome Letter to Chancellor (Laila)
 Welcome Letter to New Presidents (Laila)

9. Old Business

Tuition Remission Survey (Kalia Patricio will send a reminder)

10. Adjourn

Motion to Adjourn: Kalia Patricio, seconded: Ayamba Ayuk-Brown
 Meeting was adjourned

Conference Call Information

Dial-in Number: (814) 933-5308
 Participant Access Code: 443 451 302#

Next Meeting: Advocacy Day, February 19, 2020 in Annapolis