

CUSS Meeting – September 22, 2020

1. Call Full Council Meeting to Order (11 AM)

- Welcome from BSU
 - Dr. Shirelle Briscoe – Assistant VP of Enrollment Management.
 - How the start of the fall semester – hybrid start with 400 students on campus - implemented all CDC recommendations
 - Goal to deliver top rate education to students
 - Living Learning Center – Entrepreneur Center
 - Can you tell us how many rooms will be in the Entrepreneur Center?
 - Not sure how many rooms, will research and get back to you. (Robert Alicea) 544 rooms
 - What needs are students requesting and how are those needs met?
 - Provided laptops and technology
 - Some students needed more direct communication with faculty
 - Communication and technology greatest need, provided these during the summer before semester
 - Bowie student's fees refunded, how did that affect operation?
 - President has said she is content where we are in operations, operations are stable.
- CUSF (Elizabeth Brunn)
 - Discussions of Covid-19, first meeting will be on Friday
 - Council, BOR and Chancellor on matters related to faculty; interface with Provosts and Presidents
 - Major initiatives:
 - Bring drafted policies on academic integrity
 - Interprofessional education
 - Examine structures (facilities, HR, etc)
 - Structural Racism – ways to begin conversations on campus between students, faculty, staff, etc.
 - Revising technology policies – written in 1988, will bring it up to date.
 - Focus on privacy and liability
 - Comment: would like to collaborate on how to promote Advocacy Day to make this a successful virtual format and meeting. Need Annie Rappeport's help in getting students participation.
 - Question: How the councils can be more involved in getting people to comply with the rules re: Covid-19.
 - Suggested setting up ad-hoc committee; use it as an opportunity to share new ideas and pass them to administration.
 - Acknowledge bereavement (loss of family members from COVID)
 - CUSS – any thoughts, please email to Laila.
- USMSC (Annie Rappeport)
 - Student Council meets once a month, represents system
 - Acknowledges that staff works very hard to assist the students
 - Working on civic education/engagement
 - Top priorities: accommodations regarding Covid-19; mental health; diversity, equity and inclusion initiatives

2. Approve Minutes: July 2020

- Motion: Susan Holt
- Second: Sister Maureen Schrimpe
- Minutes approved

3. Chancellor's Liaison Report

- Thank you for all your hard work during this pandemic

- **University System of Maryland Prepares to Weather Dramatic Reductions in State Appropriations, Other Revenues**
 - The USM projects COVID-related negative financial impacts of at least \$500 million when compared against the System's original FY 21 budget. That budget gap is in addition to the roughly \$230 million in COVID-induced losses the USM experienced in FY 20, when the System refunded a portion of students' room, board, and fees following the spring transition to remote instruction. The FY 21 deficit includes a \$130 million cut to the USM's state appropriation.
 - "A major challenge for our universities is balancing their budgets without harming their mission and without unduly hurting their employees," Perman said. "This is extraordinarily difficult, given that COVID has already taken a heavy toll on families' finances. Protecting faculty and staff to the extent we can is a guiding principle for us, and executive leadership Systemwide has committed to bearing a greater share of any pay cuts we have to make. As chancellor, I'll be taking a 10 percent temporary salary reduction. Even so, I acknowledge that the size of our deficit means that, to some degree, employees will likely have to share in the pain of budget cuts."
- **USM Board of Regents Appoints Bruce Jarrell, MD, FACS, as President of University of Maryland, Baltimore**
 - The University System of Maryland (USM) Board of Regents has appointed Bruce Jarrell, MD, FACS, as the next president of the University of Maryland, Baltimore ([UMB](#)). Jarrell has served as UMB interim president since Jan. 6, 2020. His tenure as president is effective September 11.
- **Dr. Anne Khademian Named Executive Director of Universities at Shady Grove**
 - Dr. Anne Khademian, a Presidential Fellow and professor at Virginia Tech, has been appointed executive director of the Universities at Shady Grove, the University System of Maryland (USM) regional higher education center offering undergraduate and graduate degree programs from nine USM institutions at its campus in Rockville, MD.
- **USM Chancellor Perman Appoints Presidential Search Committee for University of Maryland Global Campus**
 - After successfully leading UMUC, now UMGC, for over 8 years President Javier Myers will retire upon the appointment of a new President. Our very own Antoine Biedleman has been appointed to represent UMGC Staff Council and CUSS on the committee. The committee will send the finalists to the Chancellor and the Board of Regents. The Board of Regents will make the final selection.
- **The Board of Regents approves a temporary exception to Annual Leave Carryover Limit through Calendar Year 2022**
 - Since employees may be unable to use their leave due to the pandemic, employees are permitted to carryover a maximum of 480 hours of accrued annual leave into a new calendar year. Employees transferring or leaving USM employment will only be able to carry over the current maximum of 400 hours of leave. Employees should seek the approval of their supervisors and may be encouraged to use their annual leave well before the end of the calendar year.
 - Questions: When will the additional 2 weeks leave have to be used?
 - you have through 2022 to take the additional 2 weeks.

4. Chair's Report

- Additional leave was approved on Friday, additional information should be released to the campuses soon.
- We might be handling our virtual meetings differently next month. Stay tuned!

5. Old Business

6. New Business

- Brainstorm Chancellor Questions
- Group Photo

7. Committee Reports

- Benefits & Compensation
 - We want to send the discounts page link to every point of contact on each campus to see if anyone is still using the site, and if not we want to archive it.
 - What are the best practices being used to compensate the employees for all their personal finances spent on technology to work from home? I.E. Cellphones, Internet services, toner and paper and any other services that may be needed to work from home.
 - What are the different campuses doing to help with the mental health of their employees during COVID19? Are there any available resources for people to use on the Campuses? What can an employee do if they need to speak to someone because of depression from during COVID19?
- BoR Staff Awards & Recognition

In attendance: Robert Alicea, Deniz Erman, Dolores Jackson, Trish Johnson (Executive Liaison), Kevin Joseph, Linda Kuligowski, Yvonne Oliver, Michelle Prentice

- Deniz and Michelle started the meeting by introducing themselves as co-chairs and gave an overview of what the committee does. Committee members then introduced themselves.
- The chairs reiterated the committee goals for the year which includes the following four points:
 - To review and establish eligibility requirements for senior leadership
 - To examine the non-exempt category to see how to find ways to increase nominations and to determine whether the grading rubric/procedure needs to be revised
 - To review the scoring rubric after this award cycle ends to see what can be improved
 - To establish a solid line of communication with each campus's BOR Committee
- Deniz requested the committee to review two practice grading packets to preview the rubric before it is applied to the real nomination packets. Committee members' questions and feedback will be reviewed during the next meeting. She also requested that committee members make contact with their campus's BOR committee. The committee discussed how to address awards for senior leadership who are not eligible for BOR Staff Awards, how we can promote awards for non-exempt employees, and going over what is needed on campuses for the timeline and next steps.
- Communications & Marketing

In attendance: LaVern Chapman (Co-chair), Sheila Chase, April Lewis, Christine Marconi, Tom Penniston, Chenita Reddick, Rubin Stevenson, Dawn Stoute (Co-chair)

- Co-chair vacancy (Mary Phelan UMB needed to resign from CUSS) and new member from UMB to join our committee.
- LaVerne Chapman from Towson volunteered to be Co-Chair
- Shared CUSS Communications and Marketing Google Drive with committee
- Social Media (i.e., Facebook, Instagram, Twitter) - Antoine Beidleman, Sheila Chase and Christine Marconi volunteered to work together to post info.
- Possible CUSS video effort - LaVerne Chapman heading up initiative and sending (3) links (University of Waterloo, University of Massachusetts and University of Texas) for committee to review and get input at next meeting.
- Institutional Update Google Sheet shared to have Communications & Marketing members to help obtain the Institutional Updates in a timely manner.
- Possibly include in newsletter Institutional Staff Senates/Councils Best Practices Highlights instead of Presidential Update (if needed)
- 2020-2021 Newsletter Schedule:
 - FALL 2020: Approx. November 16, 2020 (Article request email sent out 10/30, articles due 11/9)
 - CUSS Chair Letter
 - Institutional Updates

- CUSS Committee Spotlight: Executive Committee
- New CUSS representatives listed at end of newsletter
- WINTER 2021: February 2021 after Advocacy Day (Article request email sent out 2 weeks prior to newsletter due date)
- CUSS Chair Letter
- Institutional Updates
- CUSS Committee Spotlight: Policy & Legislative Committee – Advocacy Day
- SPRING 2021: Approx. May 17, 2021 (Article request email sent out 4/30, articles due 5/10)
- CUSS Chair Letter
- Institutional Updates
- CUSS Committee Spotlight: Benefits Committee
- SUMMER 2021: August, 2021 after new members identified (Article request email sent out 2 weeks prior to newsletter due date)
- CUSS Chair Letter
- New Executive Committee announced
- Institutional Updates
- CUSS Committee Spotlight: BOR Committee (winners listed)

- Executive

Meeting attendees: Laila Shishineh, Kalia Patricio, Susan Holt, Antoinne Beidleman, Trish Johnson

- Laila will set up all the committee chairs to be hosts in Webex breakout rooms next month.
- Frostburg will host our meeting next month, Dr. Perman will meet with us for 30 minutes to answer questions.
 - Please think about questions to ask the Chancellor next month and post them in chat or email Laila.
- Questions:
 - Budget and COVID-19 impact
 - Projections for the next five years
 - Is there a system if particular campuses get furloughed/layoff, would there be assistance to find another job within the state?
 - Is there a strategic plan to retain our talent?
- Laila will collect additional questions and send to the group.

- Legislative Affairs & Policy

Meeting attendees: Megan Manley, Heather Killeen, Renee McQueen, Susan Holt, Kelly Ward, Sharese Essien, Lisa Gray, Vanessa Collins, Lori Stepp.

- Sharese reviewed the minutes from the last meeting.
- The CUSS Chair asked the committee co-chairs to take a first review of the current CUSS by-laws. Vanessa and Lori provided feedback and comments. CUSS Chair will review the feedback and the committee anticipates in the next step Laila will reach out to the Legislative Affairs Committee for further review by the committee in time for the October CUSS meeting.
- **Action item**: Vanessa or Lori will add the new committee members to the legislative affairs committee members to the google shared drive and update the drive folder from last year. We will review those documents at our next committee meeting.
- *****Request to add Vanessa or Lori as the virtual host on the next Webex meeting so we can share screen.**
- Legislative watch: Prince Georges County Delegate, Julian Ivey, has proposed to separate the USM HBCU's from the USM. An article describing the proposal was shared among the committee and can be found here: <https://dcist.com/story/20/09/01/maryland-julian-ivey-proposes-hbcu->

[independent-of-state-school-system/](#). The legislatures will move to override the Governor's veto in January. This committee will monitor as this unfolds.

- Patrick Hogan, USM Government Liaison, and Andy Clarke, USM Legislative Affairs, have been invited to join our December 8th committee meeting.

8. 9. Adjourn

- Motion: Elizabeth Hinson
- Second: April Lewis
- Meeting adjourned