

# COUNCIL OF UNIVERSITY SYSTEM STAFF



## Council of University System Staff (CUSS)

Minutes for Tuesday, May 10, 2022

Meeting Call to Order 10:00 am

President Jenkins welcomes CUSS to Coppin

June will be two years and still have not met everyone. Excited with Coppin staff and cannot do it without them.

Coppin's focus is quality and research excellence and has 5 goals:

- Choice
- Enhance brand via marketing the institution
- Development and completion rate
- Great place to work
- Teaching and research

Campus is getting ready for commencement. Pandemic has not been severe as Coppin current has a 0% rate; people are taking it seriously and following the guidelines. Wrap-around service is available for faculty, staff and students for academic and mental support.

What CUSS is doing is value added to all the institutions.

Chancellor's Liaison Report

### General Assembly has completed its work for 2022

- Our cuts during the pandemic were restored and we received more generous support that will allow the USM to expand financial aid for students and keep college affordable.
- Funding for a July 2022 3.0% COLA and a 2.5% merit was provided.
- New funding for our HBCUs will enable scholarships, faculty recruitment, and academic innovation.
- State dollars supporting the operation of new and renovated facilities will expand education and research capacity across the state. And money allocated for pay raises will help us attract and retain faculty and staff.
- Capital funding projects supported include the Chemistry Building at College Park; the Martin Luther King, Jr. Communication Arts and Humanities Building at BSU; the College of Health Professions Building at TU; the School of Pharmacy and Health Professions Building at UMES.

**Dr. Carolyn Ringer Lepre will be the next President of Salisbury University**

<https://www.usmd.edu/newsroom/news/2246>



- She is currently the President of Radford University in Virginia.
- She begins her work on July 15.

**Administrative Professionals Conference** was a success on Thursday, April 28, 2022,

- Over 1,100 registered. Some participated for the entire day.
- One day of nine workshops kicked off by a keynote panel featuring leaders from across the USM. Workshops were open to all employees, but conference content was specifically designed for an audience of administrative professionals featuring workshops on productivity, career development and personal branding.

#### CUSS Chair's Report

- Presented the chair report at the BOR which approved the nominations for the awards. They will be sent to the Presidents and the winners will be announced. Thank you Kalia and Deniz.
- June will be my last meeting as Chair. The data in the shared governance survey has been sent to the Chancellor and each USM President with a cc to the CUSS POC and the staff senate chair at each campus.
- Year-end wrap up meeting is scheduled for Friday, June 24<sup>th</sup> at UMBC 11:30 – 1:30. More details to follow.

#### New Business

CUSS Swag Poll (Cooler Bag, Tumbler, Water Bottle, Portfolio).

Final Poll was the Portfolio as the winner but may order cooler Bags as well.

Not sure whether we will be meeting in person or virtual for next years meetings.

#### Old Business

2022-2023 Second Call for Executive Committee Nominations

- Kalia (Chair – Accept) UMCP
- Susan (Vice-Chair – Accept) UMB
- Tim (Vice-Chair – Decline) UMB
- Paul (Vice-Chair – Decline) SU
- Roy (Vice-Chair – Decline) UMBC
- Tim (Co-Secretary – Accept) UMB
- Deniz (Co-Secretary – Accept) TU
- Vonzella (Co-Secretary – Decline) BSU
- Trish (Co-Secretary – Accept) BSU
- Kathleen (Co-Secretary – Accept) UMGC

#### Committee Reports

##### a. Awards & Outreach

Attendance: Deniz Erman, Dawn Stoute, Carol Green-Willis, Susan Holt, Tim Casey, LaVern Chapman, Paul Gasior, Kathleen Hebbel, LaVal Jones, Greta Ober-Beauchesne, Mubo Sani, and Sister Maureen Schrimpe.

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## BORSA:

- Everyone agreed that grading packets in different categories are much better than being asked to grade only one category.
- Non-exempt and exempt packets should be graded differently. The committee will start determining what criteria should be included when grading the non-exempt packets during the 2022-2023 term.

## Outreach:

- The newsletter will be sent out this month. Waiting for more Universities to send their updates.
- We have 118 Facebook followers. We will work on getting more. Susan and Kathleen will be the monitors of the site.
- Tim was able to get into LinkedIn and set up monitors for this site.
- The committee will look into starting a Twitter account and Instagram account.
- Laila and Kalia have to oaky the Cuss video made so the committee can start distributing it.

## b. Legislative & Policy

Attended: Vonzella McQueen, Roy Prouty, Magui Cardona, Meredith Carpenter, Keisha Bownes, Amy Nightengale, Jessica Scott, Lei Zhang, Jerry Lewis, Chenita Reddick, Sheila Chase

Per our committee charter, our final few meetings are tasked with reviewing and suggesting edits to our governing documents. These are the Constitution and Bylaws, but we are focusing on last year's proposed edits to the Bylaws. We will meet again before June 1 so that we are in a position to share edits with the Council for a potential vote on June 21. The proposed and suggested edits are focused on equitable representation from institutions, an attendance policy, and the role of the immediate past chair of the Council.

## c. Staff Resources & Special Projects

Attended: Vanessa Collins, Irene Amoros, Tom Healy, Sheryl Gibbs, Alicia Richardson, Rubin Stevenson, Trish Johnson, Ginger Steelman, John Thompson, Kalia Patricio, Elizabeth Hinson

Today we looked at the list from the last meeting on specific items next year's committee may want to focus on in their work. We put context around the ideas so that next year's committee has a good place to start in considering their focus and possible deliverables. These include:



>Summer schedules/flexible work schedules. There are some universities and departments looking into this option and/or offering it to their employees (BSU tried it before Covid, Frostburg is offering it in some departments as is Resident Life at UMCP). This could be 4 10-hour workdays and then Friday's off or a 9/80 structure where every other Friday is off. Might be helpful to come up with who in Maryland is offering this to provide best practices/lessons learned. Could also benchmark USM with another state university system. Tricky when supervisors have to approve each employee who signs up as it may depend on if they personally like the idea or not.

>Prescription benefits for retirees - we need to stay in this legislative fight as it is important for those who have retired before us and are experiencing this impact but also so that the state does not take away any of our existing benefits as a cost-saving measure.

>Tuition remission fees - we sent the letter this year about the discrepancy in fees around USM for employees who take classes at their home institutions but want to keep this focus so that the effort does not fall into a black hole.

>Professional development and staff support - again, another area where we may want to dig into what is offered on our various campuses and suggest best practices with things like ombuds, mental health support to staff, mentoring, developmental assignments, hoteling on campus, etc.

>Parking fees - this is another area where there is a lot of energy to not just look at the various fees on campus (some are amazingly low and some are horrendously high) but also if there is a sliding scale based on your salary band, other ideas such as not paying for daily parking but buying parking in a bundle which may work well for those in a hybrid work situation, etc.

>Pet insurance - this is important to many as caring for pets can be very costly. It may also be considered a recruitment/retention issue since more and more companies are offering this benefit.

d. Executive – did you guys meet? Any notes?

Adjourn Sister Maureen Schrimpe  
2<sup>nd</sup> Susan Holt

### **Next Virtual Meeting:**

Tuesday, June 21, 2022 (Bowie State University)