

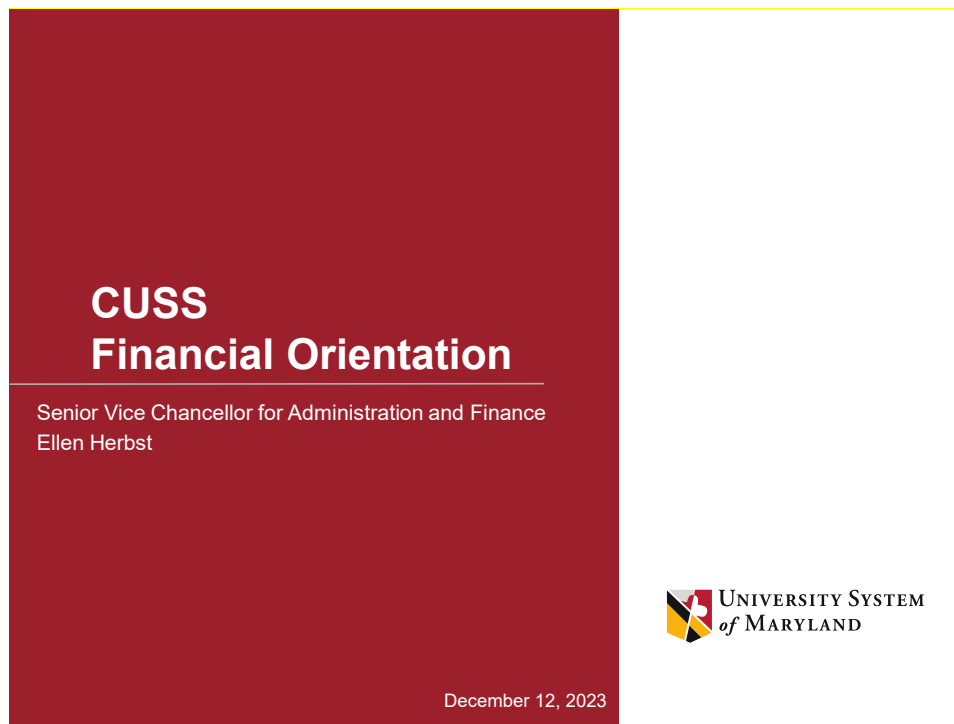
Council of University System Staff
University System of Maryland Office
December 12, 2023

Call to Order

The meeting was called to order.

Welcome- Ellen Herbst, Sr. Vice Chancellor of Administration and Finance

The USM uses the slides being presented in the PowerPoint to speak to the Maryland Higher Education Commission about USM's Budget and Finance.



CUSS Advocacy: Best Practices and Finding Allies with Eli Modlin, Chief of Staff/ VP of Public Affairs and Strategic Initiatives, Salisbury University.

1. New Vice Chancellor for Government Relations, Susan Lawrence, worked at UMB for several years, and she has been on the State Relations Council. USM is excited that she is in her new position.
2. There are new staff members on the State Relations Council:
 - a. A new representative from Frostburg
 - b. Jake Wiseman from UMBC, who is the Associate Vice President of Public Relations.
3. Items that are anticipated to be talked about during this year's legislative session are:

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- a. Crime Reform- due to what has happened at various campuses across the state, a little more engagement is expected on this topic.
 - b. The Budget will be a big topic of discussion. Interested to see how no longer having the federal money from COVID-19 will impact the system. The Chancellor and Board of Regents have made it clear that the system is still in a great financial position. Maryland continues to be one of the best states for higher education funding.
 - c. Legislators will be looking at what the USM is doing to help the environment. How environmental policy and environmental legislation around state buildings, and state operations impact our campuses. In the past, Legislation has impacted our campuses as it relates to construction projects and electric vehicles. Being more energy efficient and getting to net zero.
 - d. Legislators still want to hear from staff, faculty, and students from the different institutions.
4. Final point: Eli speaks to institutions around the country and the USM is so fortunate to have a legislative and executive branch that does not negatively interfere with USM's operations. We are very lucky to have an executive branch that listens, who is supportive of higher education, who understands the importance of higher education and does not interfere with the USM's everyday operations. Sometimes this is taken for granted. Higher education in other states is not as lucky, they have had to shut down offices, and end service to students, because of legislation that has passed in their state.

Chancellor's Liaison Report – George Samuel

- A. Supplemental benefits:
 1. MetLife USM Plan
 - a. Supplemental Life and Long-Term Disability
 2. Other voluntary benefits USM would like to add on a post-tax basis:
 - a. Short-Term Disability
 - b. Critical Illness
 - c. Pet Insurance
 - d. Home/Auto Insurance
 - e. Pre-Paid Legal Services and Identity Theft Protection.
- CPB does not have enough payroll deduction codes allocated for this process, so it is not possible to set up these benefits on a payroll deduction basis. USM has tried pursuing to have these benefits on an individual pay plan where the deductions would be from an employee's bank account, credit card, or debit card but when talking with MetLife it was realized that this would not be efficient.
- Now the USM is looking into setting these benefits up through a broker who can bring multiple vendors together and package it together and has the technology and infrastructure in place to do the deductions from individual bank accounts, credit cards, or debit cards. A proposal

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must be submitted to the State of Maryland to do this so this process which will take time. USM may be able to offer these benefits maybe in the fall of 2025.

- B. Elevate Program-Workday
 - 1. Workday- a Modern cloud base ERP system -Go live to be decided (summer 2024)
 - a. UMD, UMES. and USMO
 - b. Workday will replace- PHR, eTerp, Quali, and student information systems.
 - c. Online training available now at [Homepage | Elevate Program \(umd.edu\)](https://umd.edu/elevate)
 - d. Maryland Connect Project- Projected "Go-Live"- July 2024 for BSU, CSU, SU and UB

Please go onto the training portals and get the training done so that you're prepared and you know what to do when you get into Workday and do your timesheet and the good stuff that employees need to do.

Approval of Minutes

The members of CUSS reviewed the minutes from October 2023. A motion was made through a poll and was seconded. The minutes were approved.

Chair's Report – Kalia Patricio

A. Shared Governance Survey -Expansion:

- 1. Regular will go live in February to only those involved in shared governance.
- 2. Expanded brief questionnaire to all faculty/staff.

B. Name tags- please email Kalia if you want one.

C. Progress on duplicate fees-Ellen Herbst is advocating with the AVPS from each of the campuses to adjust their approach to the issue of staff fees.

D. USM Safety Summit and Chancellor's Council Meetings- last week:

E. Joint Councils feedback- moving forward with shared oversight.

F. Meeting with Chancellor January 12th to talk about some campuses not having an Ombudsman and hopefully get him onboard to continue advocating for this and explore options to enforce this.

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New Business

- None

Old Business

- Please look at the Joint Council's Feedback questionnaire below.

Committee Reports

Awards & Outreach

- Working on a new Non-exempt packet.

Legislative Affairs Committee

- We spent most of the twenty minutes re-capping the conversation we had with Ellen (USMO) and Eli (SU Government Relations). In light of slow movement on the benefits discussions, salary studies, and Ombudsperson: we discussed how best to get things done. We decided on a Top-down with Bottom-up approach. Top-down: through BOR reporting and Chancellor and President's Council. Bottom-up from each senate up through administration.

Staff Resources & Special Projects Committee

- We are working on a survey for the Point of Contacts to gather information on telework policies across the system. We spent time looking through the draft of the survey. The plan is for the survey to be sent out before the end of December.
- We also had an open discussion about Ombuds positions and experiences at the various campuses.

Meeting Adjourned

Joint Council's Meeting Report

Date of Event: Wednesday, 11/15/2023

Sample Feedback Form ([Google Form](#))

Feedback Form Participants: 26

CUSS - 69.2% (18), CUSF - 26.9% (7), USMSC - 0%, USMO - 3.9% (1)

In Person - 84.6% (22), Virtual - 15.4% (4)

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Overall Ratings:

Excellent - 57.7% (15)

Above Average - 34.6% (9)

Average - 7.7% (2)

Positive Feedback:

Location/logistics were great

Enjoyed hearing from ALL speakers

Enjoyed meeting in person

The food :)

The connection to and understanding of the system and the BoR

Q & A's were great (albeit too short)

Ability to network (albeit too short)

Improvements to Consider:

Introductions of the whole room and maybe assigned seats to meet new people

Breakout rooms to discuss speakers/topics

More time for Q & A

Regents stay and mingle for lunch after panel

Consider recording the event to share with those unable to attend

Shorter lunch break or working lunch discussions

More time for Chancellor & Board Q & A/discussion

More time for interaction across councils and identifying collaboration opportunities (maybe lead with State of Council reports and have Chancellor/Board hear these reports and respond)

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Future Topics/Speaker Ideas:

Explore/present how shared governance is different at each campus

Focus on and understanding what “systemness” means to us

Space to identify areas of collaboration/support across councils

Teambuilder across councils

Logistical Feedback:

Webinar worked well

Golf Cart from parking lot was helpful

Move coffee/snacks to main room (not separate room) for quicker refills

Add time for photos/receptions/social time/explore campus

Overall - exceptional logistics

insurance is under review for USM staff members.