

Council of University System Staff Year in Review -- 2006-2007)

The University Staff Council- Working for You!



Bowie State University
14000 Jericho Park Road
Bowie, MD 20715

Coppin State University
2500 W. North Avenue
Baltimore, MD 21216

Frostburg State University
101 Braddock Road
Frostburg, MD 21532

Salisbury University
1101 Camden Avenue
Salisbury, MD 21801

Towson University
8000 York Road
Towson, MD 21252

University of Baltimore
1420 North Charles Street
Baltimore, MD 21201

**University of Maryland,
Baltimore**
520 West Lombard Street
Baltimore, MD 21201

**University of Maryland
Biotechnology Institute**
Executive Office
15825 Shady Grove
Rockville, MD 20850

**University of Maryland
Center for Environmental
Science**
P.O. Box 775
Cambridge, MD 21613

**University of Maryland
Baltimore County**
1000 Hilltop Circle
Baltimore, MD 21250

**University of Maryland,
College Park**
College Park, MD 20742

**University of Maryland
Eastern Shore**
Princess Anne, MD 21853

**University of Maryland
University College**
3501 University Boulevard
East
Adelphi, MD 20783

**University System of
Maryland Office**
3300 Metzgerott Road
Adelphi, MD 20783-1690

This Issue Contains:

Council Highlights

The Chancellor's Message

CUSS Chair's Message

BOR Staff Awards

2006-2007 Staff Recipients

Committee Reports

*Chairs, Representatives and
Alternates*

This year, 2007, marks the fifteenth anniversary of the Council of University System Staff (CUSS) working for the over 8,000 Exempt, Nonexempt and Contingent Staff employees not covered by collective bargaining agreements. Prior to collective bargaining in 2002, CUSS represented over 15,000 Staff employees. CUSS provides a voice for staff concerns to the USM Chancellor, Board of Regents and Presidents.

Some of the activities and issues addressed in the past year are as follows:

On December 12, 2006, CUSS met in joint session with the Council of University System Faculty (CUSF) at the University of Maryland, College Park. This was the first-ever meeting of these two USM advisory councils and a number of items of joint interest were discussed:

- Optional Retirement Program Enhancement
- Tuition Remission and expansion of the definition of dependent
- Faculty Contractual employees
- COLA and Merit Pay Programs - fair distribution/performance evaluations

At the meeting, the Joint Councils passed a resolution urging the Regents, Chancellor and Presidents to investigate and resolve the issue of full time, non-tenured track faculty members who were not provided benefits. This Joint Resolution was provided to Dr. Kirwan and Regent Kendall for distribution to the Board of Regents.

The Council received nominations from eleven institutions for the Board of Regents Staff Awards. We had 20 Exempt Staff nominations and 16 Nonexempt Staff nominations. This is double the number of Nonexempt Staff nominations from last year and reflects the effort each institution made in soliciting those nominations. We are very grateful to the Presidents and their staff for promoting this award program at their institutions that made this possible.

The Council continues to be concerned about the lack of dental service providers for certain HMO's in the State benefit plans. The Benefits Committee drafted a letter regarding those concerns to the State benefits office and continues to work with USM to see if a solution may be found for the shortage of providers.

The Council reviewed and endorsed the Biennial Nonexempt Market Salary Survey and Salary Structure Revisions. We also congratulate the USM for adopting the State of MD living wage minimum of \$20,772/yr; \$9.93/hr for Nonexempt employees. This policy decision should be widely publicized so that all employees, managers and outside constituents understand that the University has adopted the state's living wage for the lowest paid of our fellow citizens and employees.

The CUSS Legislative Committee continued to monitor the Maryland Legislature this past year for all issues regarding USM and particularly those that would impact the employees pay and benefits.

We encourage you to visit the CUSS website while you are learning about USM and see the Council's numerous institution representatives who work on your behalf:

www.usmd.edu/Leadership/Workgroups/SystemStaff





A Message from the Chancellor:

As the 2007-2008 academic year approaches, the University System of Maryland again finds itself in a position of relative strength. The 2007 legislative session was considered by many observers to be one of the most challenging sessions ever given the tightness of funds, the resolve of the General Assembly to cut the Governor's budget, and several pieces of highly contentious legislation. Initially, the USM came through the session very well, with our operating budget cut by only \$2 million off Governor Martin O'Malley's proposed budget increase of \$63.6 million. However, shortly after the end of the legislative session, in order to address the State of Maryland's \$1.5 billion "structural deficit," Governor O'Malley proposed, and the Board of Public

Works approved, \$213 million in state budget reductions for the current fiscal year. These budget cuts include a \$12 million decrease in the University System of Maryland's FY 2008 state budget appropriation of \$1.04 billion, which translates to a 1.2 percent decrease in state funding for the current fiscal year. Overall, this left the USM with a 7.6 percent increase in General Fund support, considerably above the national average for higher education.

In determining best how to absorb these cuts, we began with the premise that our key priorities of access, affordability, and quality be maintained to the greatest extent possible. Therefore, we are not decreasing student financial aid; we are not decreasing private fund-raising activities, much of which is targeted to increase student scholarships and maintain faculty excellence; we are not decreasing funds supporting public safety; and, of course, we are not increasing tuition. In addition, in recognition of the fact that faculty and staff are USM's greatest asset and a driving force behind our rise to national eminence, there will be no lay-offs or furloughs, no salary reductions, and no postponement of the 2% COLA or merit pay increases.

Unfortunately, more significant cuts—and more difficult choices—may well be on the horizon as state officials aim to further reduce the structural deficit going into the next legislative session and the next budget year. It is to our benefit that the Governor and Lt. Governor, Comptroller, Treasurer, and legislative leaders on both sides of the aisle have voiced their strong support for higher education and the USM.

In fact, in negotiations over the current budget, USM was able to reduce its overall budget cut from \$20 million to \$12 million thanks in large part to the steps we have taken over the past two years controlling costs through our Effectiveness and Efficiency initiative. Working with the Board of Regents, the Council of Presidents, the Council of University System Staff (CUSS), the Council of University System Faculty (CUSF), and the USM Student Council we implemented cost savings, cost avoidance, and other efforts to streamline the USM to better meet the needs of the students we serve, while protecting the integrity of our academic and research programs and minimizing the hardship for our dedicated Staff and Faculty employees. Throughout these efforts, I continue to be impressed with the dedication and commitment of CUSS. This diverse group of individuals—from across the University System—has stepped forward to work cooperatively and collegially for the betterment of System institutions and System Staff. You are one of the USM's greatest assets and a driving force behind our rise to national eminence.

The Board of Regents and I commend Larry Lauer for his leadership as Chair over this past year and we look forward to continuing to work with him. We also commend this year's CUSS Vice Chair, David DeLooze, Secretary Loretta Hollifield, members-at-large Judy Sabalauskas and Angie Brickhouse, and the Chancellor's Liaison to CUSS Rosario I. van Daalen, USMO-HR.

I believe strongly that the Governor's and the General Assembly's attention to higher education will bode well for USM in the years ahead. Clearly they share our goal of providing affordable access to excellent programs and services for our students and for Marylanders. The efforts of CUSS have been a vital part of our success on every level and I look forward to our partnership continuing to yield productive and beneficial results.

Sincerely,

William E. Kirwan,
Chancellor

For more information on the University of Maryland System's Office, the Chancellor's Office, and the USM Overview, go to the USM online at: www.usmd.edu



To My Fellow Employees:

This year the Council of University System Staff (CUSS) concludes its fifteenth year of service to the Exempt and Nonexempt Staff of the University System in partnership with the USM Board of Regents, System Office and Institutions Systemwide. Many things have changed since CUSS started but some things have remained the same:

*The Council is still made up of volunteer staff members from all the colleges, universities and research centers that make up the University System of Maryland.

*The Council still advocates for the majority of Exempt and Nonexempt employees, representing over 8,000 staff members state wide to the Chancellor and USM Regents.

*We still do all this for free!

It was a great honor to be selected by my fellow staff members to be the Chair of the Council for this past year. At the July 2006 meeting the Council membership decided on the following goals for the 2006-07 year:

1. Strengthen the Staff Shared Governance Process within the USM Institutions

This Council has an important role in advising the Regents, Chancellor and Presidents regarding the concerns of non-union ("Excluded") employees. There are approximately **8,000 non-union employees**, Exempt and Nonexempt staff, for who CUSS is the voice at this level of the USM. This year we concentrated on the established shared governance structures on each campus, to open lines of communication, resolve concerns and local problems of non-union employees.

2. Support issues of joint concern with CUSF

As the legally sanctioned advisory Councils to the USM Regents, the Council of University System Faculty (CUSF) and CUSS have many issues in common. We wanted to continue our advocacy of issues of joint concern and strengthen our individual organizations and to that end CUSF and CUSS held the first ever joint meeting of the two bodies on December 12, 2006 at College Park. We passed a joint resolution advocating full benefits for contractual faculty in the USM which has since been accepted by the Administration. We hope to have one joint meeting a year with the faculty council to continue this collaboration.

3. Increase participation on Nonexempt Employees in the BOR Staff Awards-

The Council is committed to increasing the number of Nonexempt Staff nominated for the Regents' Staff Awards. With increased attention from each campus this year we were able to double the nominations of Nonexempt Staff for the Regents awards.

If you are reading this article at any institution in the USM, I would urge you to consider serving as a CUSS member. The obligation is to attend monthly meetings that are held on a rotating basis at all the institutions in the USM and work on one of the standing committees. You will enjoy both the company and the work!

Sincerely,

Larry Lauer
CUSS Chair, 2006-2007

Board of Regents' Staff Awards

A CUSS initiative, the **Board of Regents' University System of Maryland Staff Awards** represents the highest honor bestowed by the Board of Regents for achievements of Exempt and Nonexempt Staff employees from institutions within the University System of Maryland. The awards are presented to staff members who have demonstrated excellence in one of the following categories: (1) contribution to the institution and/or unit to which the person belongs; (2) service to students in an academic or residential environment; or (3) public service, within or outside the university. There are two awards given in each category—one Exempt Staff and one Nonexempt Staff—for a total of six awards. Each recipient will receive a \$1,000 stipend, and will be awarded a plaque. In addition, appropriate notices will be placed to publicize each honoree's accomplishments.

2006 – 2007 Recipients

Extraordinary Public Service to the University or to the Greater Community

Exempt Staff

Samuel Gibson

Graphic Designer in the Publications Office at Salisbury University. He has been an employee of Salisbury University since 2003.

Nonexempt Staff

Doris Climes

Team Leader, Housekeeping Services, Facilities Management at University of Maryland, College Park. She has been employed with the University since 1993.

Exceptional Contribution to the Institution and/or Unit to Which the Person Belongs

Exempt Staff

Janet Anderson

Assistant Director of the School of Public Policy at University of Maryland, College Park. She has worked for the University since 1987.

Nonexempt Staff

Maria Malloy

Business Services Specialist in the College of Agriculture & Natural Resources, Maryland Cooperative Extension (MCE) at University of Maryland, College Park. She has been employed at UMCP since 1994.

Outstanding Service to Students in an Academic or Residential Environment

Exempt Staff

Cindy Kubiet

Director of Sports Medicine in the Department of Athletics, Physical Education and Recreation at University of Maryland Baltimore County. She has worked for the UMBC since 1980.

Nonexempt Staff

Debra Truitt

Administrative Assistant II in the Psychology Department at Salisbury University. She has been employed with Salisbury University since 2000.

Committee Reports

Benefits and Compensation

Chair: Lidia Schechter

University of Maryland, Baltimore County

The Benefits and Compensation Committee researched the Performance Evaluation Program (originally PMP) across the system and which, if any, employees were actually compensated for being rated "Above" or "Outstanding" in FY'07. The committee found that while there are differences in the actual forms used for the evaluations, all institutions are following the program according to the Board of Regents policy. However, no institution has a written procedure to monetarily compensate employees with "Above" or "Outstanding" evaluations. Consequently, the committee found that no USM employee with above average rating received monetary compensation this past fiscal year. Currently, institutions are not required to set aside money for this compensation. There is nothing in the Board of Regents Policies that specifically mandates institutions to do this. The committee recommended that CUSS send a letter to the Board of Regents asking them to set aside specific money for this purpose so that employees can be compensated appropriately. This issue will require further attention from the committee and CUSS, until adequate funds are provided.

Communications

Chair: Marie Meehan

Bowie State University

The Communication Committee has been working diligently to keep the CUSS membership current on our website. The website also includes the CUSS USM BOR Staff awardees chosen in the 2006-2007 academic year.

This Committee has gathered all the articles for the newsletter which will be completed and ready for distribution by August-September, 2007.

The members of the Communications Committee have put together the Orientation Package for the new CUSS members for 2007-2008. This package includes the CUSS By-Laws, its mission, its heritage, the duties of the CUSS representatives, a list of standing committees, and a meeting planner.

Community Development

Chair: Colette Becker

University of Maryland, Baltimore

The Community Development Committee's main charge is to oversee the nomination and review process for the annual Board of Regents/CUSS Staff Awards.

In October of 2006 nomination packets were sent to the President's offices of the 13 USM member institutions. Institutions were asked to return their nomination packets to CUSS by January 19, 2007. The review process was begun very soon after that and was completed in February 2007. Summaries of each of the recommended awardees was completed in March and presented to the Board of Regents for their review and approval. The BOR voted on April 13, 2007 and approved all nominees submitted by CUSS.

Ten institutions submitted a total of 36 nominees for consideration in the three award categories: Exceptional Contribution to the Institution and/or Unit to Which the Person Belongs; Outstanding

Service to Students in an Academic or Residential Environment and Extraordinary Public Service to the University or Greater Community. Twenty Exempt and sixteen Nonexempt Staff nominations were received this year. The Committee was especially pleased to see a significant increase in the amount of nominees this year for the Nonexempt Staff awards.

Thank you to CUSS members who served on the three review committees and especially to the members of the Community Development Committee, who diligently reviewed each nomination packet and made final recommendations to the Board of Regents.

Legislative

Chair: Roy Ross

University of Maryland, Baltimore

The 2007 session of the General Assembly began with a changing of the guard, a new governor and 40 newly elected members of the House and Senate. As always, the state operating budget (HB 50) was at the forefront of the session agenda. The budget totaling \$30.3 billion dollars, with \$228.6 million in legislative reductions, represented an overall increase of 1.5%.

On the operating side of the budget public schools K-12 received 5.2 billion in funding while higher education received a total of 4.6 billion with 1.6 billion in general funds.

The capital budget provided \$208.6 million, which included funding for community colleges of \$56.4 million. Examples for the USM include \$28.8 million for the Tawes building at UMCP, \$64.2 million for the new Physical Education Complex at Coppin and \$9.2 million for oyster production at UMCES at Horn Point.

Other items in the budget included a 2% COLA, \$600.00 deferred compensation (retirement match for Nonexempt Staff employees) as well as a 2.5 percent merit increase for Nonexempt Staff employees; 2.5% average merit increase fund pool for Exempt Staff and Faculty employees.

The budget also included a substantial increase in funding for the USM, however, the legislature decided to reduce the Governors proposal by \$20 million dollars, a sizable amount considering bills (SB 108 / HB 134) passed, which would freeze tuition rate increases for the USM for the upcoming year.

All total, there were 1,443 bills introduced in the House and 1,037 in the Senate. SB 604 passed and allows for monetary increases in Senatorial Scholarships while HB 204 (passed) requires the study and reporting on the high cost of text books for higher education students.

Also, the Commission to Develop the Maryland Model for Funding Higher Education was developed and is chaired by Senator Patrick J. Hogan, an avid supporter of Higher Education in Maryland. The charge of the group is to develop a stable funding formula that can be used to support higher education now as well as in the future. This will be very critical noting that next year the Legislature will be facing a large budget deficit, reportedly in the range of \$1.4 billion dollars. Former Senator Hogan has now been appointed as the Associate Vice Chancellor for Governmental Relations, reporting to the Chancellor, at the USM Office, effective August 2007.

CUSS will continue to be proactive in support of the USM, its students and employees, carrying our thoughts and concerns to our elected officials in Annapolis.

**2006 – 2007
Council of University System Staff**

Representatives

John Barber
University of Maryland, Baltimore

Bernedette Bell
Coppin State University

David DeLooze
University of Maryland, Baltimore

Joan Doremus
Towson University

Gloria Gaguski
Towson University

Jay Hegeman
Frostburg State University

Joe Hill (Past Chair)
University of Maryland
Baltimore County

Loretta Hollifield (Secretary)
Towson University

Clacie Hubbard
Salisbury University

Jami Kasco
University of Maryland
Biotechnology Institute

Chenita Kollock
University of Maryland
Eastern Shore

Larry Lauer (Chair)
University of Maryland,
College Park

Cassandra Lewis
University of Maryland
University College

Cassandra Lewis
University of Maryland
University College

Marie Meehan
Bowie State University

Gus Mercanti
University of Maryland
Center for Environmental Science

Dale O'Neal
Bowie State University

Marvin Pyles
University of Maryland,
College Park

Mary E. Reed
University System of Maryland Office

Roy Ross
University of Maryland, Baltimore

Judy Sabalauskas
University of Baltimore

Lidia Schechter
University of Maryland
Baltimore County

Cindy Schuster
University of Baltimore

Rosario I. van Daalen
Chancellor's Liaison to CUSS
University System of Maryland Office

Adavi Venkat
University of Maryland
Biotechnology Institute

Janine Vienna
Salisbury University

Scott Wibbert
University of Maryland
University College

John Wolfe, Jr.
University System of Maryland Office

Alternates

Carol Barr
Salisbury University

Colette Becker
University of Maryland, Baltimore

Jessica L. Bird
University of Maryland, Baltimore

Angie Brickhouse
Towson University

Jacqueline Eberts
Salisbury University

Lauren Fusillo
University of Maryland, Baltimore

Deborah Geare
University of Maryland
Baltimore County

Kassidy Hill
University of Maryland
University College

Dottie Holland
Bowie State University

Jesse Ketterman
Frostburg State University

Bobbie H. Lee
University of Maryland Biotechnology
Institute

Starrla Levine
University of Baltimore

Gary Love
Frostburg University

Christine Routzahn
University of Maryland
Baltimore County

Lisa Schuetz
University of Maryland,
College Park

Sam Sibanda
University of Maryland
Biotechnology Institute

Council Members represent the thirteen (13) institutions and the Systems Office (USMO) for the USM. For more information on the Council of University System Staff contact your Institution Representative or visit: www.usmd.edu/Leadership/Workgroups/SystemStaff