

Council of University System Staff
 Council Meeting Minutes
 April 28, 2015 – Towson University

X = In Attendance P = Attending by Phone

Bowie State University		
X	Trish E. Johnson	Primary
X	Trenita Johnson (Member at Large)	Primary
		Alternate
		Alternate
Coppin State University		
X	Sheila Chase (Co-Secretary)	Primary
X	Sherrye Larkins	Primary
X	Keri S. Hickey	Alternate
P	Yvonne V. Cook	Alternate
Frostburg State University		
X	Jay Hegeman	Primary
	Jesse Ketterman	Primary
	Rubin Stevenson	Alternate
	Stacy Wassell	Alternate
Salisbury University		
X	Lisa Gray (Co-Secretary)	Primary
X	Paul Gasior	Primary
		Alternate
		Alternate
Towson University		
X	Mary Hickey	Primary
X	Gay Pinder	Primary
X	Deniz Erman	Primary
		Alternate
		Alternate
		Alternate
University of Baltimore		
	Frederick Kowalski	Primary
P	Sasha Hudson	Primary
	Keiver Jordan	Alternate
		Alternate
University System of MD Office		
X	Tom Hoffacker for JoAnn Goedert	Chancellor's Liaison to CUSS

University of Maryland, Baltimore		
X	Bill Crockett (Chair)	Primary
	Roy Ross	Primary
P	Kevin Watson	Primary
	Colette Becker Beaulieu	Alternate
X	Amanda Azuma	Alternate
	Janet Nance-Richardson	Alternate
Univ. of Maryland Baltimore County		
X	Keisha Campbell (Member at Large)	Primary
X	Sheryl Gibbs	Primary
X	Kevin Joseph	Alternate
	Michelle Massey	Alternate
		Alternate
UM Center for Environmental Science		
X	Barbara Higgins	Primary
P	Curtis F. Henry	Primary
University of MD, College Park		
X	Dana Wimbish (Vice Chair)	Primary
P	Dylan Baker	Primary
X	Sister Maureen Schrimpe	Primary
	Willie Brown	Ex-Officio Chr.
X	Debbie Grover	Alternate
X	Sarah Goff-Tlemsani	Alternate
X	David Klossner	Alternate
University of Maryland Eastern Shore		
	Chenita Reddick	Primary
		Primary
		Alternate
		Alternate
University of MD University College		
	Debby Mathis	Primary
	Aaron Zaccaria	Primary
	Candace Johnson	Alternate
X	Alyssa Petroff	Alternate
X	Deanna Mayer	Alternate

Call to order by CUSS Chair Bill Crockett.

1. Welcome by Dr. Timothy Chandler, Interim President of Towson University.
 - a. Welcomed the group to their newest building, the SECU Arena.
 - b. 2000 TU students participated in their most recent cleanup event.
 - c. This is the 150th year of the university, there will be many events during the celebration.
 - d. TU receives over 22,000 applications for 4,400 freshman spaces.
 - e. Shared Governance is very important and will be the most important thing we will need to address in the upcoming years. He suggested keeping an eye on the North Carolina State Legislature as this is also a topic in their state. He also recommended that staff continue to offer your best advice to your campus.
2. Consent Agenda
 - a. <http://bit.ly/1kOSTIt>
3. Approval of minutes by consent:
 - a. January and March
4. Chair's Report
 - a. Annapolis Day
 - i. Felt good about the day by the announcement of the COLA funding.
 - ii. Please send thank you notes to those delegates or senators that you met with.

Motion to suspend rules and enter Executive Session by Sister Maureen and 2nd by Paul

Motion to return to agenda made by Sister Maureen and 2nd by Dana

- b. Chancellor's Council Meeting
 - i. Effectiveness & Efficiency 2.0 – purposes was to prove to the legislature that we could manage our own business. This has actually enabled the system to leverage more state funding. Looking for was to create new business practices.
 - ii. May 15th – more updates on salary guidelines coming.
 - iii. Competitive State Funding – looking at benchmarks and performance metrics. Currently reviewing 61 peers now.
 - iv. Sojourner Douglas College is being taken over by Stratford University.
 - c. BOR Meeting
 - i. Faculty BOR Award Meeting went very well.
 - ii. FY16 Budget – 2% decrease over all after a 1.3% increase and leveling.
 - iii. COLA – it is still not known whether or not the governor will spend the money allocated for the COLA.
 - iv. Merit Increase – the house approved critical need for faculty and the senate approved critical need for both faculty and staff. What was the outcome?
 - v. Non-exempt and exempt pay program. There will be a special meeting on May 6th to discuss the non-exempt pay plan
5. USM HR Policy Update
 - a. Reminder that back in December, each institution was assigned policies to review for technical changes only. Please review and report changes by May 30th.
6. Chancellor's Liaison's Report – Tom Hoffacker for JoAnn Goedert
 - a. Still looking for Rosario's replacement.
 - b. Wellness Plan – getting questions answered
 - i. You can use an out-of-network doctor, however you won't be able to get the co-pay waived.
 - ii. Open enrollment will be online for the fall.

7. Board of Regents Staff Awards Update
 - a. There were a total of 35 nominations
 - b. A feedback survey went out to all the campuses.
 - c. The electronic process worked well.
8. Committee Meetings
9. Committee Updates
 - a. Benefits & Compensation -In the past 6 months we were able to get the list of discounts posted on the USM website thanks to Rubin Stevenson and Rosario. The committee is still collecting and updating data to improve the list. Keri Hickey and Gay Pinder have been working on a fair pay issue for position among staff employees. It is still an ongoing project (this is where a staff employee takes on or assumes a position but finds out they are not getting the pay that others in the same position are receiving). The child care topic is still in the processing plan. The committee is considering looking into the wellness plan laid out by the system.
 - b. Communications & Marketing- Trish Johnson (Bowie State) is now the chair of the committee. The committee will be working towards completing the second quarterly CUSS newsletter. Trish also plans to update the CUSS member list for the website and would like to take steps to clarify the CUSS elected member term to ensure that institutions do not pull members before their term is complete.
 - c. Board of Regents Awards & Recognition- The committee will submit the 8 final nominees to Bill. The committee has been reviewing the feedback from the surveys sent to institutions and CUSS members. The committee is considering several ideas including creating a professional development for those interested in the BOR awards process at the institutions. Sherrye was pleased to report that Coppin State would be proud to continue to host the BOR Awards Sharepoint site.
 - d. Legislative Affairs & Policy- The committee discussed feedback from the Annapolis Advocacy Day. Sasha suggested that planning needs to begin earlier and the visits to the offices needs to take place when the delegates and senators are available. Sherrye suggested using lunch as a way to attract the legislators to us instead, similar to what institutions do when they host a day in Annapolis.
10. Shared Governance Workgroups

The group has created a draft survey. They are still working on editing some questions. The workgroup also needs to craft the guidelines for institutions on who should be completing the survey.
11. CUSS Nominations
 - a. Chair
 - i. Dana Wimbish
 - b. Vice Chair
 - i. Lisa Gray
12. Old Business
13. New Business

Motion to adjourn by Sister Maureen and 2nd by Mary 2:43pm.

Meeting Adjourned

Next Meeting – May 19, 2015 at University of Maryland, Baltimore County



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 N. Charles Street
Baltimore, MD 21201

**University of Maryland,
Baltimore**
620 W. Lexington Street
Baltimore, MD 21202

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

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

**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 Blvd. East
Adelphi, MD 20783

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

AGENDA

April 28, 2015
Towson University
Hospitality Room
SECU Arena
10:00 a.m.

Call to Order

1. **Welcome and Introductions**
 - Dr. Timothy Chandler , Interim President
2. **Consent Agenda**
 - <http://bit.ly/1kOSTIt>
3. **Approval of Minutes from January and March Meetings**
4. **Chair's Report**
 - Board of Regents Meeting
 - Chancellor's Council Meeting
5. **USM HR Policy Update**
6. **Chancellor's Liaison's Report**
7. **Board of Regents Staff Awards Update**
8. **Committee Meetings**
9. **Committee Updates**
 - Benefits and Compensation
 - Board of Regents Awards
 - Communications and Marketing
 - Legislative
 - Executive Committee
10. **Shared Governance Work Group Update**
11. **CUSS Nominations**
12. **Old Business**
 - Items Moved off Consent Agenda
13. **New Business**

For those unable to attend but would like to participate:

Conference Call Information

Dial-in Number: 1-877-668-4490 or 1-408-792-6300

Participant Access Code: 682 837 940

Next Meeting is at University of Maryland, Baltimore County on May 19, 2015