

- 1) Call Full Council Meeting to Order
  - 2) Welcome from President Fowler – UMGC
    - a. Thanks to our staff
    - b. 75<sup>th</sup> anniversary this year, founded to serve adult and military students
    - c. Mostly online, but military is face-to-face all over the world
    - d. Initiatives:
      - i. Future of work
        - 79% employees prefer remote
        - 1/3 employees gained 2 hours day by eliminated commute
        - 80% work activities can be remote
      - Transitioning to a hybrid environment
      - Restructuring teams to provide better student services
      - Question: what ways do you stay connected with faculty, staff and students?
        - I spend time in meetings with student, staff, and faculty advisory groups, creating feedback loops when they engage with resources we provide. Communicate with them the way they prefer to be communicated with.
- 3) Ellen Herbst, Vice Chancellor for Administration & Finance – USM
  - a. The Governor has issued the first merit increases in at least five years which will be designated to regular full and part time employees with “Meets Standards” or above on their last PDP/PRD for an average of 2.5%. There will also be a 1% COLA. In addition, staff will receive a one-time \$1,500.00 bonus applied retroactively to January 2<sup>nd</sup>. In July, merit increases will be another 2.5% and another COLA at 3%.
  - b. All non-exempt employees paid in the non-exempt wage scale (not students) are raised to a minimum of \$15.00 per hour, the merit and COLA will be added to that.
  - c. The system is advocating for a full restoration of the cut that was taken from our base budget in July 2020 during COVID when we weren’t sure how it was going to affect Maryland’s economy.
    - i. The state has a 6 billion surplus and due to increases in tax revenue collections for FY21 and 22, expects they may have a surplus of 2 ½ billion that hasn’t been used.
  - d. Enrollment: Largest first-time freshman class, but enrollment is slightly declining for students in their 3<sup>rd</sup> and 4<sup>th</sup> year. This decline was seen pre-COVID.
- 4) Chancellor’s Liaison Report

Welcome to the New Year 2022! During our last meeting I asked you to take some time during your holiday break to rest, relax and release. Why? Because I knew that 2022 would be right around the corner and we would be in for a busy year, and I did not lie. Did I? OK so

I just want you all to continue to do what you're doing, being flexible, staying engaged and hopefully staying healthy. I look forward to seeing all the things you accomplish this year.

On April 28<sup>th</sup> USM will provide workshops to celebrate and provide tips and strategies for success for our administrative professionals and their contributions to the USM. It will be day long and folks can register and sign up for any or all workshops.

I want to let you know that I have announced my resignation from the University System of Maryland Office. I'm not going far, as I look forward to many exciting new challenges and opportunities as the Associate Vice President/Chief Human Resources Officer at Morgan State University. I hope that I can continue to work with shared governance in my new role and that it brings me as much joy as you all did for me. Our office is working out the transition and right now I can't tell you which colleague will take my place in March, however, I promise you they will be worth the wait. As always, stay safe, be well and remain engaged. Our employees and students need you.... Please keep in touch with me on LinkedIn, though I'm sure I'll continue to work with many of you serving public higher education staff, faculty, and students of Maryland.

#### CUSS Chair's Report

- a. Chancellors committee meeting – discussed winter term and what to look forward to in spring – each campus will share their plans
- b. Meet next week with Chairs from shared service – continuing conversations from joint meeting. Will share updates after the meeting
- c. Any interest in creating a space in March to reflect on the last two years dealing with COVID? Might add into the March agenda.
- d. Take the idea back to Staff Senate and see if want to do on each campus.

Minutes approved unanimously

#### 5) Committee Reports

##### Awards & Outreach (Deniz/Dawn/Carol/Susan)

Attending: Susan Holt, Deniz Erman, Dawn Stoute, Lavern Chapman, LaVel Jones, Kathleen, Tim, Sister Maureen Schrimpe, Mumbo Sani, Greta Ober-Beauchesne, Kevin Joseph, Samantha Mais, Paul Gasior

- BORSA – Tim Casey has set up the google drive to work on the packets.
  - We have scheduled rubric training
- Marketing – Next newsletter to go out February 18<sup>th</sup>. Emails to points of contact will go out January 31<sup>st</sup> with deadline of February 11<sup>th</sup> to get it to executive committee
  - Susan Holt and Kathleen Hebbel will work on getting CUSS news up on Facebook.
  - Paul Gasior is working on uploading minutes up to the website.
  - We discussed “Thank you blurbs” for the Institutional spotlights. Dawn will reach out to the POC for the institution.
  - We viewed the video, after a couple of minor edits, it will be ready to be sent to the executive committee

- We discussed the need to update pictures on the web. We discussed taking candid meeting shots to be sent to FB and LaVel Jones felt we needed new committee photos. We agreed they do need to be updated.

#### Legislative & Policy (Roy/Vonzella)

Attendees: Jerry Lewis-UMCP, Amy Nightengale-FSC, Lei Zhang-UMB, Magui Cardona-UBalt, Michael Walsh- UMBC, Shelia Case-?, Meredith Carpenter-UMCP, Roy Poutry-UMBC, Vonzella McQueen-BSU

- Discussions about Advocacy Day and getting the Points of Excellence in advance to review so that everyone can be familiar with the ask as we speak with different delegates on that day.
- Workshops for what it means to be an advocate? In progress of planning
- Graduate students are requesting to unionize (bill coming down the pipe again); may want our help with support in organizing.
- We talked about other issues or concerns that we could also advocate for on that day as well that is centered on higher education/or campus concerns based on your district.
- What are the teleworking policies on each campus? Who has one?
- Housing & Dining fees increasing on campuses
- Equitable increase for staff - what does that look like across the system.
- COVID practices and the financial strain on different campuses once the federal dollars are gone.
- Reviewing the bylaws for upgrading and recommending updates and changes.
- Any other focus points or ideas that we should discuss or do as a committee
- Following up with the Staff Resources and Special Projects committee about disparities between the universities in what fees they charge employee; (presentation of argument or position in a paper, memo or presentation of findings)

#### Staff Resources & Special Projects (Elizabeth/John/Kalia)

Attended: John Thompson, Kalia Patricio, Elizabeth Hinson, Irene Amoros, Sheryl Gibbs, Vanessa Collins, Thomas Healy, Raelynn Grasso, Trish Johnson, Sarah Wilhelm, Alicia Richardson, and Shereece Singleton.

Discussion regarding salary compression and what should be the message in the upcoming Advocacy Day. Thanks to the Governor and the General Assembly for all you have done for USM staff and faculty this year. The COLA and Merit increases are very important and appreciated by all staff. It is also important to continue to advocate on this issue as these increases have not kept pace with cost of living and it has been many years since we have seen a positive move to help offset the years where we had none or nominal increases. The sub-committee looking at wage and compression issues may also want to consider how the \$15 per hour minimum and these new COLA and merit raises will impact the overall budgets within each campus. This could mean that in future there will be reductions in staff and other budget

shortfalls.

The tuition remission and fee sub-committee have gathered data and will now start working on a letter for the Executive Committee in partnership with the Legislative Committee. The letter will include data and also some testimonials from staff who have not been able to take classes at their home campus because the fees per semester are too high. This is an equity issue for many, especially those at the lower end of the pay structure, and also an employee development issue. Three things:

1. Chevonne is looking for an IT individual at USM to look at more global data (i.e. how many staff take classes at their home institution, how many take classes at other USM institutions such as UMGC).
2. The letter should highlight two options - addressing the disparity in fees at the USM level and/or looking at fees at each campus to ensure that staff are not being charged "what the students pay" since some fees do not apply to staff (i.e. athletic fees).
3. Other issues include an option to have financial aid available to cover fees and books; some of our staff do not use computers at their job and may not have one available to them, etc...

#### Executive (Kalia)

Executive committee met by email, information covered in Chair Report

6) Adjourn (12:15 PM)

- Motion Sister
- Second Kalia