

**Council of University System Staff
March 19, 2002
Coppin State University
Revised Minutes**

Members Present:

Kay Martel, UB-
Patrick McLane, FSU
Susan Shoop, TU
Sally Hearn, UMBC
Andrianna Stuart, UMCP
Carol Prier, UMCP
Judy Lowe, SU

Roy Ross, UMB
Fran Younger, UMCES

Gwen Scott, UMES
Vera Maher, USMO
Susan Conroy, UMUC
Dale O'Neal, BSU
Brenda Warwick, UMES
Venus Windmiller, UMBI
Shelia Richburg, UMBI
Jessica Bird, UMB

Willie Fields, CSC
LuAnn Marshall,
UMB
Joe Hill, UMBC
Dottie Holland, BSU

Alternates

Janet Magruder,
UMBC
Hermetta O. Hudson, UMES
Starr Levine, UB
Art Hanlin, FSU
Karen Stukes, UMBI
Jay Hegeman, FSU

USM Office

Liaisons

Jim Sansbury,
Associate Vice-
Chancellor for
Financial Affairs and
assuming the duties
of DHR

Rosario I. van Daalen
USM Office

Guests

Thomas Terrell, CSC Director
of Human Resources
James Brown, VP, CSC Staff
Senate

The meeting was called to order at 10:15am. Willie Fields, CSC, welcomed the Council members and introduced Thomas Terrell, Director of Human Resources and James Brown, Vice President of the CSC Staff Senate. Thomas Terrell extended an invitation to the group to walk around the campus and enjoy the gardens and buildings on campus.

The minutes were corrected and approved with revisions.

Human Resources Report

Rosario van Daalen introduced Jim Sansbury, Associate Vice Chancellor for Financial Affairs. Jim is also assuming the affairs of the Director of Human Resources and gave the Human Resources update.

- The March 19th newspaper article stating the imminent announcement of the new USM Chancellor is unconfirmed. The USM Office is unaware of any chosen candidate at this time. The article, appearing in the Baltimore Sun and Washington Post revealed William Kirwan as the new Chancellor.
- The money appropriated in the Governor's Legislative budget has been cut. The recommendation now moves to the Joint Committee Meeting for final determination before a vote.
- The COLA has been removed by the Legislature due to budget constraints.
- The Merit increase for both Nonexempt and Exempt is still under consideration by the Legislature. It could be in the form of a bonus and definitely not attached to salary. How it will be dispersed is undecided.
- At the SHELRB meeting, Harriet Cooperman said the individual institutions must maintain strict neutrality. The SHELRB will make a final decision on neutrality at the April meeting. At this time, the AG's office has not ruled and no final regulations are in place to determine what administrations can and cannot do.
- John Anderson, Attorney General's Office, is expected to make a decision shortly on the role of CUSS in the Collective Bargaining environment. The decision is expected to be rendered by April 8th or 11th.
- There are proposals in the Legislature to increase the price of the prescription plan co-pay and the employee contribution to health benefits.
- The UMB supervisors and managers asked for the suspension of the PMP until the legislative session ends. The ratings are currently tied to Merit increases. The rationale is if there are no dollars for Merit pay then why go through the process. Rosario pointed out that the purpose of the PMP is to review employee performance. It was not originally meant to be tied to dollars. Regardless of fiscal years when no money is allocated, the process still needs to be in place.

Sally Hearn recommended that CUSS revisit the past procedures for the PMP and re-focus on the original purpose of the performance review.

Chair's Report:

- March SHELRB meeting was cancelled. The next meeting is scheduled for the last Thursday in April at the Bowie Comfort Inn.
 - The agenda for the April meeting is completion of the Rules and Regulations. Acceptable language will be adopted to ease staff concerns over criteria for de-certification of Union as unit representative
- At the March 4th Chancellors Council meeting, Roy expressed concerns over the probable loss of the COLA and Merit increase for this coming year. He has requested a meeting with the Chancellor and some of the Regents to discuss Staff concerns.

- The BOR Finance Committee meeting was March 14th. Nothing of interest to Staff was discussed.
- The April 16th CUSS meeting will be at Hidden Waters. The Chancellor will be there for lunch with the Council. He will be presented with a plaque of appreciation. Kay Martel will send a formal invitation to Don Tynes. The Council will present him with a plaque of appreciation also.

Benefits and Compensation

The committee is working on EAP recommendations for the Chancellor and BOR

Legislative Affairs Committee

- The final budget will not be known until the Legislative session ends.
- HB 1283 would allow certain information be made available to unions. The House Appropriations Committee will review the Bill on Thursday, March 21, at 2pm. Clarification must be made on terminology. Roy will email information as he receives it.

Communication

- Vera Maher and Judy Young-Espeut (USMO) are charged with updating the CUSS web site. Most minutes are posted but it is a slow process converting them to html.
- The Shared Governance Report was sent to Roy and the final version will be sent to the BOR.

Community Development Committee

- *Staff Awards*
 - Selection committees are working under a March 28th deadline
- *July CUSS meeting*
 - Meeting will be at Podickory Point (near Sandy Point State Park)
 - Monday, July 22nd is the date

Old Business

- The CUSS newsletter is ready and the method of dissemination needs to be determined. Fran Younger, UMCES, reported the various costs: 3 color processing--\$5300; 1 color processing--\$3100. These prices do not reflect circulation of newspaper.

A discussion ensued as to whether the newsletter should be dispersed only via web site or by printing and circulation.

Starr Levine, UB, made a motion that the newsletter be posted on the web site and then printed out at the institutional level for staff who do not have access to a computer. The motion was voted on and denied.

Another motion was made to print the newsletter in color. It was voted on and accepted.

New Business

- The position of USM Director of Human Resources will not be posted until at least July.
- The BOR Finance Committee will review a proposal for parking fee increases at UMB, UMCP, UMBC, and TU. CUSS still has an opportunity to raise concerns before it goes to the full BOR.

A motion was made for a CUSS presentation at the BOR April 12th meeting which would oppose the parking increase. The motion was seconded and approved.

The meeting was adjourned at 2:45 p.m.

The next scheduled meeting is 10 am on April 16th at Hidden Waters.