

Council of University System Staff

January 28, 2003
University of Baltimore

Members Present	Alternates
Marie Meehan, BSU	Art Hanlin, FSU
Patrick McLane – FSU	Bill Crocket, UMB
Jay Hegeman - FSU	Lynn Crabb - UMBC
Judy Lowe – SU	
Ray Frederick, UB	
Steve Agnes – UMB	USMO Liaison
Colette Becker – UMB	Rosario van Daalen
LuAnn Marshall – UMB	
Linda Morin – UMCES	
Joe Hill – UMBC	
Sally Hearn	
Andrianna Stuart – UMCP	Guests
Nicole B. Buffington – UMES	
Hermetta Hudson – UMES	
Denise Richards – UMUC	
Mary Reed – USMO	
Roy A. Ross, UMB – Non Voting Member	

Call to Order

Chair Joe Hill called the January CUSS meeting to order at 10:15 a.m. at the University of Baltimore. Ray Frederick, our host, welcomed the CUSS members to the University of Baltimore and expressed greetings from the President who was unable to attend.

A new member to CUSS was introduced and welcomed, Denise Richards, from UMUC. CUSS members from Towson and Coppin were absent.

Approval of Minutes

The December 2002 minutes were reviewed and a motion was made and seconded to approve the minutes as amended.

A question was raised from the minutes with regard to USM Policy VII-8.00 on Grievance for Exempt and Nonexempt Staff Employees and it was explained that there are two options, grievance through the Administrative Hearing Process, or the second option, the arbitration process through the Department of Budget and Management. One or the other, not both.

Report of the USMO Liaison

Another question from the minutes, where does unused annual and holiday leave funds go? Rosario explained that the Budget Office would be the agency to answer this question. Unused Personal Leave is used for the Reserve Sick Leave.

Tuition increase for the Spring 2003 semester has been approved. It is still unclear what will happen to Staff as far as budget cuts are concerned. The Fiscal Year 2004 will continue to have hard and difficult times. Each Institution will have to defend their budget.

The BOR lay-off policy specifies a 90-day notice. Grant-funded positions can give less than a 90- day notice, however, not less than 5 days.

The USM Office Representatives are working with AFSCME on ground rules for the Collective Bargaining Coalition of interested USM institutions. These will be finalized soon and presented to the University Presidents at which time the Presidents can decide whether or not to participate in the Coalition for the full term of three years. The Coalition will agree to discuss Systemwide issues such as COLA, salary scale, merit increases, medical benefits, grievance processes, etc.

Chair's Report

The 2003 USM Budget has been cut by 67 million dollars thus far. Tuition has been increased at all campuses. The Student Regent posed the question of how will faculty and staff be participating in budget cuts? The Chancellor asked that the Presidents advise the BOR by next meeting who will be doing furloughs and for how many days.

Chancellor's Council met on 1/7/03. Joe Brice, USM Legislative Liaison, expressed interest in attending our CUSS Meetings. He would like to develop a working relationship with our group. We will be forwarding him the dates of our meetings.

Legislation for 457(b) (new Supplementary Retirement Plan) clarification allows money to be set aside for retirement, with a deferred tax benefit. Employees can contribute up to a maximum of \$12,000; staff over 50 years of age may add an additional \$1,000 per year. Maximums will increase each year according to the Internal Revenue Code. There will be no early out retirement, too costly.

Concern was expressed by one of the CUSS members that many of the community outreach programs will be affected by the budget cuts, such as the public medical programs, dental, pharmacy, etc. What percent of total dollars in the University System involves education? Other? Research?

Committee Workgroups:

At 11:55 we split into our respective Committee Groups for discussion.

Reports from Committees:

Benefits and Compensation Committee:

Staff are concerned that with the hiring freeze staff are asked to not only do their job, but also do the job of an unfilled position without compensation. Supervisors/Employees must set priorities, some things will fall behind. Must let management know what your job functions are and prioritize what functions can be done and what functions will be left behind when working in more than one position.

Community Development Committee:

The BOR Staff Award Nominees are to be submitted to this Committee by 2/28/03. The Committee is in need of 14 volunteers (one from each institution) to review these awards and the process will be completed in early April with a report prepared of the nominees for the BOR Awards by the Committee Chair LuAnn Marshall.

There was a brief discussion on where to hold our July Staff Development Transition Meeting.

Communications Committee:

The CUSS Website is currently being updated. CUSS and CUSF Highlights are to be included with pictures and awards. Also, included on the website will be the winners of the BOR Awards with their narratives. LuAnn will furnish information on awardees, past and present.

Other objectives are to try to create links to heritage, history, the By-Laws and the CUSS Constitution on the website.

Legislative Affairs Committee:

All Staff should send letters to their State Representatives expressing their concerns relating to the USM Budget crisis. Check the State of Maryland Legislative website to keep informed of the on-going bills presented.

HB78 – Slots and Education, Gov. Ehrlich doesn't want all revenue to go to education.

HB1 – Trauma Funding – Physicians under funded, will receive surcharge.

SB 71 – Md. State Retirement in Military Reserves – credit for their time up to 36 months.

HB 135 – Contractual Employees in the State Personnel Management System to be paid or compensated while on jury duty.

Before action is taken by CUSS on these bills, a quorum must decide on the form of action taken.

Old Business:

A question as to why spouses were not included in the State law that granted reciprocal USM tuition remission at St. Mary's College, Morgan State and BCC was due to a cost factor. The main interest was getting the dependents into these colleges.

New Business:

The CUSS Council prepared two letters, "Maintain the Momentum" to be sent to the Senators and Delegates requesting that they strive to preserve the tremendous progress that

has been made to continue the USM vision. A motion was made and seconded that the final draft will be e-mailed to the members for approval and then sent to the Legislature within the next week.

UMES CUSS Representatives are concerned about the lay-offs occurring on their campus. Chair Joe Hill is requested to express UMES concerns regarding lay-offs at the Regents Meeting. Also, he is requested to ask if regular lay-offs at UMES apply to faculty as well as staff.

Rosario stated that we're in the midst of the Nonexempt biennial salary structure survey.

A motion was made and seconded that the meeting be adjourned.

The next scheduled meeting is February 25, 2003 at UMBC.

Respectfully Submitted,

Marie L. Meehan
CUSS Secretary