

Council of University System Staff
February 22, 2005
UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE

Members Present	Alternate Members
Marie Meehan - BSU	
Judy Lowe - SU	
Clacie Hubbard – SU	Janine Vienna - SU
Angie Brickhouse - TU	
Gloria Gaguski – TU	
Joan Doremus – TU	
Cindy Schuster - UB	Judy Sabalauskas - UB
Bill Crockett – UMB	John Barber - UMB
Colette Becker – UMB	
Mary Pat Armstrong – UMBC	
Jim Citro – UMBC	
Sam Sibanda – UMBI	
Donna Taylor - UMBI	
Queen Atterberry - UMCP	
Chenita Kollock - UMES	
Andrew Rein – UMUC	Jim Hartsock – UMUC
Joe Hill – UMBC – Past Chair	
	Chancellor’s Liaison to CUSS – Rosario I. van Daalen Guests: Gerald Heeger, President, UMUC and Helen Williams, Asst. Dean of Un. of Delaware

Call to Order

The February CUSS Meeting was called to order by Vice Chair, Angie Brickhouse, at University of Maryland University College.

CUSS was welcomed to UMUC by President, Gerald Heeger, who gave us a brief description of UMUC and the 90,000 student population that attends this University. There are only a few universities in the United States with this size student body. Many courses are offered on-line, resulting in the University consisting of non-traditional students.

President Heeger empathizes with CUSS, particularly regarding its effort to try to resolve the health benefits issue that State employees are presently encountering. He is also very supportive of staff training to promote and cultivate qualified employees. UMUC has many art works on display throughout the University. Andrew Rein will conduct a tour at the end of the CUSS Meeting.

The Chair, Bill Crockett, took over the meeting. Judy Sabalauskas, alternate member from the University of Baltimore was introduced.

The minutes were approved as amended.

Old Business:

- On 2/18/05 the BOR approved the CUSS Constitution Amendment to Section 3, Appointment of Membership, Section 3b, ...Each institution shall have a minimum of two members (one Exempt and one Nonexempt) insert new language, "In the event that no person is nominated or elected from either one of these groups, an institution may elect all members from the same group (all Exempt or all Nonexempt). This method for selecting Council members applies solely to institution where the Shared Governance structure includes members from both groups".
- The BOR are powerless over the setting of costs, maintaining coverage levels, and controlling employee contributions toward the cost of the Health Care Benefits. Staff may have to become more vocal. CUSS was asked for solutions to help resolve this issue. Some suggested solutions were:
 - High-salaried employees pay proportionately more of the cost
 - Have higher costs or burden of costs when an employee makes poor lifestyle choices, i.e., smoking, obesity, etc.
 - Send a letter to Annapolis from CUSS justifying our opposition to increases in the Health Care Benefits
 - Join with CUSF on this issue to be more persuasive with our concerns
 - Have a flat COLA to match the average of the aggregate of the potential employee cost increase
- The tent name cards were passed out to all CUSS Members by Joe Hill.
- "Got an Idea" Campaign that the UMCP promoted is a great idea for all Universities to consider.

Report from the Chancellor's Liaison to CUSS

- Proposed USM budget includes a 2.5% merit for employees; COLA may be 2% across the board.
- Fringe benefits are 29% of an employee's salary. This 29% represents benefits that the USM pays, i.e., health benefits, workmen's compensation, tuition, leave.
- Health Care Benefits are a very big concern and CUSS must get involved. CUSS is very well respected in Annapolis and we should include CUSF. The Chancellor is also very well aware of the employees' health benefits concerns. CUSS must express in Annapolis how this issue affects the USM employees. We want to be able to recruit and retain excellent employees and benefits are a large part of this package.
- The Salary Structure for Nonexempt employees is being reviewed and an adjustment may occur 7/1/05. CUSS supports this salary adjustment and the Chair will ask the Chancellor to support it. On July 1, salary increases are applied in the following order:
 - Salary Structure adjustment (raise salaries to new minimum Pay Range)
 - COLA
 - Merit
 - Reclassification/Promotion

Committees Broke into Work Groups:

Chair's Report:

- A Special Session of the Full Board met on 1/26/05. The Special Session approved an average of a 5.9% tuition increase for Undergraduate In-State students. This was the latest time into a budgetary cycle that the BOR voted to approve a tuition increase.
- The (6) CUSS BOR Staff Award finalists were submitted to the BOR for final approval at the 2/18/05 meeting. The Chair had to define and defend the process for selecting the winners. The

BOR were impressed with our methodology. A list of the nominations will be posted on the CUSS Website. A letter will be sent to all nominees after the BOR announces the winners. The monetary award must be coordinated with the Human Resources Department at each University. It was suggested that the Chair send a letter to the Payroll Office and VP of Administration to make sure the recipient receives the payment of \$1,000. Presentation of the awards may take place in March and there is the possibility of a reception for the recipients and family members at the Chancellor's residence at Hidden Waters, thereafter.

- The USM Employees are concerned about the potential 9-digit gap in the cost of health benefits for FY06. CUSS is concerned this will nullify any potential COLA received as well as impact employees disproportionately based on income levels, family size, and coverage options.
- The Efficiency and Effectiveness Guidelines are requiring programs to consist of no more than 120 credits necessary for a degree and that degree to be completed in four years; double major and engineering students may be exceptions.
- The BOR will do whatever is necessary to prevent rioting on University campuses and process any student apprehended during the rioting.
- The funding for Facility Renewal is very low and many University buildings need renovation. This is an on-going major concern. The deferred maintenance across the USM makes it very difficult to make repairs to older buildings due to the fact it is very costly and money has not been available. Unless addressed proactively and strategically now, this will be a crisis impacting all of the USM in the future.

Committee Reports:

Community Development – Colette Becker, Chair

- The CUSS Staff BOR award winners were announced. A guideline for payment of the staff award is being prepared.

Benefits and Compensation – Andrew Rein

- A health benefits letter will be generated for review and comments before it is sent to Annapolis.
- This committee is stressing wellness prevention measures.
- Review of the BEST Policy with recommended changes is on-going.

Communications - Mary Reed, Chair.

- Mary Pat Armstrong stated that the committee member list needs to be updated.
- The CUSS Newsletter should be out in August 2005.

Legislative – Sam Sibanda, Chair

- This Committee will be contacting Joe Bryce to identify bills that affect the USM and this information will be shared among the Institutions. Winnie Frederick is a personal contact to assist in getting in touch with Joe Bryce.

New Business:

There was no new business.

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

The next meeting will be at UMB on 3/15/05 at 10:00 a.m.

Respectfully Submitted,

Marie L. Meehan, CUSS Secretary