

Council of University System Staff

UMES

6/28/05

Members Present	Alternate Members	
Marie Meehan - BSU Dale O'Neal - BSU Jay Hegeman - FSU Gloria Gaguski - TU Joan Doremus – TU Judy Sabalauskas - UB Bill Crockett – UMB John Barber – UMB Sam Sibanda – UMBI Heather Johnson - UMCES Chenita Kollock - UMES Andrew Rein – UMUC Mary Reed – USMO Joe Hill – UMBC – Past Chair	Loretta Hollifield - TU	
	<table border="1"><tr><td><b>Chancellor's Liaison to CUSS –</b> Rosario I. van Daalen <b>Guests:</b> Dr. Wanda Colston, UMES Executive V.P</td></tr></table>	<b>Chancellor's Liaison to CUSS –</b> Rosario I. van Daalen <b>Guests:</b> Dr. Wanda Colston, UMES Executive V.P
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**Call to Order**

Chair Bill Crockett called the June CUSS meeting to order at UMES.

Chenita Kollock introduced Dr. Wanda Colston, UMES Executive Vice President. The President of UMES, Dr. Thelma Thompson, was invited to Africa by Desmond Tutu to assist in college planning and was unable to attend this meeting.

Dr. Colston stated that she supports our efforts and she knows that the staff is the engine that makes a University run. Dr. Colston stated that great things are happening at UMES. The UMES staff has assisted in accomplishing five new accreditations this year; a new research lab has opened on Assauteague Island; fundraising resulted in three million dollars for the teacher education program scholarships; and a Saturday academy has been set up in **Crisfield** to improve SATS scores. UMES was voted the most beautiful campus in the nation two years in succession.

The Chair welcomed a new member, Loretta Hollifield, TU, Alternate Nonexempt member.

The minutes from the May meeting were not available and will be approved at the July 05 meeting.

**Report from the Chancellor's Liaison**

- ❑ The new Secretary for the Department of Budget and Management is Cecilia Januszkiewicz. Chip DiPaula, the former secretary of DBM, has been appointed Governor Ehrlich's Chief of Staff. The State's Benefits Director has resigned. Our USM Liaison, Rosario van Daalen, has been reappointed to the Governor's Health Insurance Advisory Council.
- ❑ Rosario has stressed the need to have Open Enrollment in a timelier manner next spring. She expressed particular emphasis on faculty's concerns since they will be gone during the Open Enrollment period if it is scheduled in the same manner as it occurred this year. Faculty was

informed to keep in touch with their Human Resources Department and the DBM website during their absence from the university.

- ❑ The Fidelity 457(b) Deferred Compensation Plan contract has been signed. The Fidelity 403(b) Taxed Deferred Annuity Plan is still under negotiation. The Governor has granted the \$400 Match Fund to employees who are part of the State Employee Pension System-Modified and are enrolled in a Supplemental Retirement Plan: (401(k), 403(b), 457(b)). Minimum amount per pay to meet the match is \$16 per pay period, for 26 pay periods, if started on July 1, 2005. Currently, the match is not available through Fidelity.
- ❑ UNUM Insurance sponsored by the USM provides long term disability and group life insurance. There is a change wherein previously an employee's spouse could not have the same amount of coverage. Effective immediately, employees and their spouses can have the same coverage. A special enrollment will take place in October.
- ❑ The State is requiring affidavits to be on file verifying eligibility for step-children to receive health benefits. They must meet the state criteria and live with the employee 100% of the time to be eligible.
- ❑ A Human Resources issue discussed was that an employee must be employed for sixteen years to receive 100% subsidy for health benefits for the family, if the employee is in a State retirement plan. If the employee is in the Optional Retirement Plan (ORP), the employee must have twenty-five years of service at the University for the spouse/children to receive the State subsidy. If the employee who is in the OPR has at least 5 years, but less than 25, then the family coverage can be obtained at the State group rate but at 100% cost.
- ❑ Keep an eye on the Pension Committee Study. This committee is conducting a summer study, as the State is looking into ways of changing benefit insurance for retirees. Public hearing sessions will start in the early part of September. CUSS needs to make a presence in Annapolis to speak for the USM employees.
- ❑ Contingent II employees who meet the proper criteria (six years or more of service as of 9/22/04 as Contingent II) must be converted to Regular Status by 7/1/05.

#### **Chair's Report:**

- The Chair, Bill Crockett, stated that the Chancellor's Council was held via conference call on 6/6/05. Open enrollment was discussed as it impacted the employees due to the last minute notification. There was not sufficient time to make an informed decision. At UMCP the 21-pay employees who are out on break will have their benefits paid. UMCP will recoup their money upon the 21-pay employees' return. This may cause a possible fiscal risk.
- The USM Audit Office will be increasing its **number of** employees.
- David Nevins has been selected the new Chairman for the Board of Regents and Robert Pevenstein, the Vice Chairman. Chairman Kendall has stepped down as Chair. Joseph Tydings term has ended.
- Tuition waivers follow the Federal IRS Guidelines for a dependent child but USM is reviewing changing the definition we use to allow dependents another year of eligibility. No changes will occur before Fall 2006.
- The BOR held their meeting at UMES on 6/22/05. This was a working meeting stressing budget concerns. The CUSS initiative, USM-BOR Staff Awards for 2004 will be presented at the October 9, 2005 BOR meeting.
- A consideration that should be looked into is when new buildings are constructed, staff is not a consideration; and funding is not set aside for repairs to current buildings.
- The student misconduct code is still under discussion as to when to discipline; how to enforce it; and where freedom of speech is at issue or is it a riot act.

- A study is being conducted on the organizational review of UMUC, University of Baltimore, UMCES, and UMBI. Only the studies for UMUC and UB have been completed. UMBI and UMCES are on hold.

**New Business:**

- These issues of concern were raised by members of the CUSS body to the Chair and the USMO Liaison.
  - ❑ A question was raised, why work to achieve an outstanding rating when there is no extra incentive?
  - ❑ It was also discussed how can the performance evaluation process be a more effective tool for performance (as designed) instead of a tool for salary changes.
  - ❑ Exempt employees have issue with the fact they may not be given the 2.5% merit increase; they are at the will of their supervisor and, therefore, may be given less than 2.5%.
  - ❑ The Exempt merit pay is unfair for employees.

Each was discussed and looked at how the system is designed based on USM BOR policies as well as FSLA guidelines.

- Nominations were called for the August 2005 thru July 2006 Executive Committee. Names given are as follows:

Chair	Joe Hill - UMBC
Vice Chair	Bill Crockett - UMB
Secretary	Mary Reed- USMO

A motion was made and seconded to elect Joe Hill, Chair; Bill Crockett, Vice Chair; and Mary Reed, Secretary. All were in favor, no one was opposed. Elections for the Members at Large will take place at the August meeting.

\*LuAnn Marshall may be asked to be an Ex-Officio member of the Council.

- The transitional July CUSS meeting will be held at UMCES at Horn Point on 7/26.
- Please inform Bill Crockett of any changes to the CUSS Newsletter for 2004-2005 before 7/6/05 so it can be printed and ready for distribution. Please have labels of “Excluded from Union Representation” staff members prepared in an Excel format; last name, first name, department, location. Include Contingent employees.
- CUSS must become active in Annapolis; particularly in matters that affect the staff in health insurance funding.

- CUSS Meetings for August 2005 thru July 2006 will be held at the following Institutions:

<b>CUSS MEETINGS</b>		
<b>August 2005 - July 2006</b>		
<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
August 23, 2005	Salisbury University	10:00 A.M.
September 27, 2005	Coppin State University	10:00 A.M.
October 25, 2005	Frostburg State University	10:00 A.M.
November 15, 2005	Bowie State University	10:00 A.M.
December 13, 2005	USM Office	10:00 A.M.
January 24, 2006	University of Maryland University College	10:00 A.M.
February 28, 2006	UMBI – Shady Grove	10:00 A.M.
March 28, 2006	University of Baltimore	10:00 A.M.
April 25, 2006	Towson University	10:00 A.M.
May 23, 2006	University of Maryland Baltimore County	10:00 A.M.
June 27, 2006	University of Maryland Eastern Shore	10:00 A.M.
July 25, 2006	UMCES	10:00 A.M.

**There were no Committee Reports at this meeting. The committees will be reorganizing with the 2005-2006 members at the July meeting.**

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

**The next meeting will be at UMCES, Horn Point Lab, Cambridge, on 7/26/05 at 10:00 a.m.**

**Respectfully Submitted,**

*Marie L. Meehan, CUSS Secretary*