

Council of University System Staff (CUSS) Meeting - MINUTES

August 17, 2010

Salisbury University

Salisbury, MD

In attendance:

Members

Cynthia Coleman	BSU
Absent	CSU
Jesse Ketterman	FSU
Jackie Eberts	SU
Carol Barr	SU
Absent	TU
Giordana Segneri	UB, CUSS Co-Secretary
Colette Becker	UMB, CUSS Vice Chair
David DeLooze	UMB
Lori Smith-Watson	UMBC
Gus Mercanti	UMCES
Willie Brown	UMCP, CUSS Chair
Sister Maureen Schrimpe	UMCP
Absent	UMCP
Roy Ross	UMB
Absent	USMO
Ayman Abdo	UMUC
Melissa Stein	UMUC
Karyn Schulz	UB, CUSS Co-Secretary

Alternates/Guests

Gina Boobar	SU
Gynene Sullivan	UMB
Chenita Reddick	UMES
Debby Mathis	UMUC
John Hickman	SU

Chancellor's Liaison to CUSS:	
Rosario I. van Daalen	USMO

Dr. Diane Allen – SU Provost/CAO	SU

1. WELCOME AND INTRODUCTIONS

- Dr. Diane Allen, Provost/CAO welcomed CUSS to Salisbury University.
- Salisbury University is a National Arboretum Institution
- Salisbury University is a growing Institution with new buildings being constructed including the Seagull Square Residence Hall and the Purdue Business School
- Dr. Allen thanked Jackie Eberts for her work and dedication to the Salisbury Staff Senate
 - i. Jackie initiated automated voting for elections
 - ii. Governance group provided input regarding becoming a Smoke Free Institution and furloughs
 - iii. Helped simplify the Institution's process for nominating staff for the BOR Staff Awards

- iv. Helped create the Employee Appreciation Day which included lunch, games and prizes

2. APPROVAL OF MINUTES

- Minutes will be approved at the September meeting, since there were technical issues distributing minutes via e-mail

3. CHAIR'S REPORT

- CUSS-CUSF joint meeting still not finalized
 - Willie Brown discussed with the current CUSF chair about reason(s) why the two groups cannot meet as previously suggested
 - 1. CUSF Chair indicated that there is a member of CUSF who has very negative feelings about CUSS and Staff employees and prefers the two groups not to meet
 - 2. CUSF Chair told Willie that she will return to CUSF to discuss this further
 - CUSS discussed again about whether to hold a joint lunch with CUSF; result: we will opt to meet for lunch to begin to build the bridge between the two groups. Lunch scheduled for November 16, 2010 at UMCP
 - 1. Concerns expressed about the members of two groups mingling
 - Continuing question: Should we offer to share recommendations and advice on the unionization process based on CUSS's own experiences?
 - CUSS voted to send a couple of CUSS representatives to CUSF to share their experiences and knowledge related to Staff employees' unionization
 - CUSF chair will bring this to CUSF as a voting item at the next meeting
- CapWiz: allows us to communicate with our Legislators
 - Concern for wording used so as to not intimidate legislators
 - Roy Ross indicated that Annapolis likes Staff employees and students
 - ACTION: Giordana to provide Willie Brown with sample language to begin correspondence with Legislators
 - ACTION: Colette to provide sample language, re: Staff related
 - Suggestion to use AFT Shared Governance information in regards to higher education
 - ACTION: Roy to create content in reference to SB 141 and will set up the use of CapWiz with Rosario and PJ Hogan
 - Content to be finalized in next two weeks; provide CUSS membership with one week to respond
- Board of Regents Awards Ad Hoc Committee
 - Willie to set up a meeting to review materials, the process, etc.
 - Deadline for submission of nominees - Before holiday break or in January
 - New award category designated by the BOR: Fiscal Effectiveness and Efficiency

- Rosario recommended that all Award Categories be reviewed to assure the criteria allows the possibility for all types of Staff employee jobs to be eligible for nominations (look at job duties/responsibilities).
 - **ACTION: Recommendations will be ready prior to next CUSS meeting via e-mail**
 - Apportionment count
 - Gus Mercanti submitted a proposal to remove the 2,000 Staff employees member cap from the apportionment to make three representatives the maximum
 1. the proposal met with the 10 day advance notice
 2. Gus will submit the final proposal to update the amendment in the By Laws; will be voted upon at the next meeting
 - There were no Chancellor's Council or BOR meetings in August
4. VICE CHAIR'S REPORT (COLETTE BECKER)
- Working on rough drafts for:
 - A Day in the Life
 - Year End Report
 - Newsletter
 - **ACTION - Will finish and send PDF by Labor Day weekend**
 - **ACTION - Send unique photos of your Institution**
5. CHANCELLOR'S LIAISON REPORT
- Letters to Presidents for recognition of CUSS' Executive Committee members at their Institutions, for 2010-2011 will be forthcoming
 - Need confirmation of membership list (Primary and Alternate)
 - Discussion of whether to use Wiggio to collect membership information or have the Communications Committee collect the information
 - Gynene Sullivan volunteered to collect information
 - **ACTION: Next month's agenda – continue to use or not use Wiggio**
 - No word on Blue Ribbon Commission's actions which was established to study Retiree Health Care Funding Options; its report deadline has been extended until December 2012.
 - NOTE after the meeting: An e-mail was sent by Rosario on August 20, 2010 with an article from the **MarylandReporter.com** regarding the new Pension fund commission. This commission was created by the General Assembly during its 2010 Session, as part of the Budget Reconciliation and Financing Act of 2010, to review the long-term prospects for the state's pension system. The commission is supposed to have a final report by next June, with any recommendations implemented by 2013.
 - New member orientation is typically done at the August meeting but few new members are in attendance, will occur at September meeting at UMB

- Marie Meehan, Karyn Schulz and Giordana Segneri will help with orientation
 - CUSS member from Bowie denied overnight stay request for Salisbury meeting
 - Is it a CUSS issue or an Institution issue?
 - Mid-September Biennial Nonexempt Market Salary Survey to begin
 - Minimal adjustments were made for the 2009-2011 salary structure
 - Report goes through the review and approval process and finally to the BOR at their April meeting
 - Number of Staff employees at USM:
 - Total of 35,341 USM employees out of which 20,064 are Staff employees as follows: (student workers not included)
 - 8,488 Exempt Staff employees on Regular (7,842) and Contingent II (646) Status
 - 6,002 Nonexempt Staff employees on Regular (5,430) and Contingent II (572) Status
 - 5,574 Exempt (1,015) and Nonexempt (4,559) Staff employees on Contingent I Status
 - CUSS Newsletter – recommended that an article be included to invite people to “write their stories on the job they do and how they contribute to the USM and the State”
 - Sampling different areas of Staff employees jobs to help better define ‘Staff’ in CUSS title (title???)
 - Demonstrate how Staff employees are the “pillars” of the Institutions and that we support the Institutions’ mission in various ways
 - Include an article to invite people to begin thinking about BOR Staff Awards (nominations)
 - BOR still needs to review issues related to benefits for same-sex spouses
 - FMLA
 - Sick Leave/Bereavement
 - Nepotism
 - Tuition Remission
 - Difficult discussion for BOR but supported by the Chancellor
 - **ACTION: Give to Willie, in writing, concern about same-sex spouses and benefits beyond health insurance, to take to the Chancellor**
6. Nominations taken for Members at Large, a one-year commitment
- Nominees:
 - Brenda Yarema, TU
 - Melissa Stein, UMUC
 - Lori Smith-Watson, UMBC
 - Ayman Abdo, UMUC
 - Gus Mercanti, UMCES
 - Elected:
 - a. Ayman Abdo, UMUC

b. Gus Mercanti, UMCES

7. OLD BUSINESS

- Next month's meeting at UMB, 9/28/10
 - Begin to plan Annapolis visit
 - Invite PJ Hogan and Andy Clark to meeting
 - Determine mission and membership of each committee
 - **ACTION: Send e-mail to CUSS list beforehand with committee descriptions and changes**
 - Orientation for new members
 - **ACTION: Provide** packets for all new members

8. NEW BUSINESS

- Do we have a seat at the table at BOR meetings
 - No vote; attend to listen and provide reports

Respectfully submitted by Karyn Schulz and Giordana Segneri, CUSS Co-Secretaries