

MINUTES

Council of University System Staff (CUSS) Meeting
April 26, 2011
Towson University
 Towson, MD

In attendance:

Members

Cynthia Coleman	BSU
Absent	CSU
Absent	FSU
Jackie Eberts	SU
Kay Kazinski	TU
Brenda Yarema	TU
Giordana Segneri	UB, CUSS Co-Secretary
Colette Becker	UMB, CUSS Vice Chair
David DeLooze	UMB
Roy Ross	UMB
Lori Smith-Watson	UMBC
Joel DeWyer	UMBC
Gus Mercanti	UMCES
Absent	UMES
Willie Brown	UMCP, CUSS Chair
Sister Maureen Schrimpe	UMCP
Dolores Jackson	UMCP
Absent	UMUC
Mary Reed	USMO

Alternates/Guests

Karen Tyler	BSU
Abby Byrnes	CSU
Gina Boobar	SU
Mary Hickey	TU
Karen Eaton	TU
Dale Schmertzler	TU
Paul Brown	TU
Gynene Sullivan	UMB
Meredith Levesque	UMUC

Chancellor's Liaison to CUSS:

Rosario I. van Daalen	USMO
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- I. Call to Order
- II. Welcome and Introductions
 - Dr. Marcia Welsh, interim president of Towson University
 - Towson University is an Institution that believes in Shared Governance
 - Just shy of 22,000 students; one-third on campus, one-third within a two-block radius of campus, one-third commute (only 15 percent of freshmen commute)
 - New College of Liberal Arts ribbon cutting in August
 - New Commons building is student union for residence area; opening two new residence halls along with new parking garage
 - Ground breaking for new arena in two weeks
- III. Approval of Minutes
 - Approved as amended
- IV. Chair's Report
 - Chancellor's Council
 - System Office budget cut by \$4 million

- What Governor asked for related to USM was approved plus additional monies
- Capwiz: 1,426 letters sent to General Assembly; thanks to all who urged their campuses to submit letters (450 out within three hours)
- \$750 bonus for all State Employees approved; now discussing how to implement (not tied to base salary)
- Voluntary Separation Program meeting rescheduled for May 9; some reluctance to include Staff because we want to retain as many Staff as possible (decided money saved and positions would not go back to State); individual Institutions have a right to participate or not
- Wording put into one of the bills that we can give operationally critical personnel (Staff) retention raises; only 92 Faculty got retention raises last year (out of 5,000-7,000 Faculty); each individual President or Vice President decides who is operationally critical or not
- USM base budget has grown 7 percent since FY 08
- Capital budget also approved
- Board of Regents meeting
 - Final wording of bill related to UMCP-UMB merger: examine merger, looking at pros and cons, and get back to Board with recommendation
 - Possible COLA and merit for consideration in FY 13, wouldn't go into effect until FY 14
- Constitution needs to be updated to remove UMBI; under Art. II, Section II
 - APPROVED: take recommendation to BOR to approve change
- Need to change bylaws to reflect apportionment cap
 - APPROVED: make change to bylaws
 - Rosario van Daalen will look to see if she has bylaws in a Word document; so will Giordana Segneri [UPDATE: Giordana does not have a Word document version of the bylaws, but they're available for cutting and pasting at <http://www.usmd.edu/usm/workgroups/SystemStaff/bylaws.html>]
- Committees need to submit reports by June meeting
- Quarterly newsletter: come to May meeting with ideas for content
- Propose Shared Governance Recognition Award
 - Roy Ross nominated for BOR Staff Awards because of commitment to CUSS
 - Willie Brown would like to propose that we approach Chancellor about creating Shared Governance Recognition Award to recognize people for longtime contribution
 - a. APPROVED: CUSS should move forward seeking creation of new Board of Regents Award category to recognize shared governance commitment
 - b. Community Outreach and Recognition Committee will get back to council by next meeting with wording of criteria for annual award (Exempt and Nonexempt); they'll discuss among the members of their committee
 - c. CUSS committees include: Executive Committee, Benefits and Compensation Committee, Communications Committee,

Community Development and Recognition Committee,
Legislative Affairs Committee

- Nominations for Chair, Vice Chair and Secretary voted in June; at-large members voted in August
 - Willie Brown nominated for Chair; nomination accepted
 - Brenda Yarema nominated for Chair; nomination *not* accepted
 - Colette Becker for Vice Chair; nomination I accepted
 - Giordana Segneri for Vice Chair; accepted
 - Gynene Sullivan for Vice Chair; accepted
 - Joel DeWyer for Secretary; accepted
 - Brian Souders for Secretary; *possible*
- **APPROVED: Motion to change language of Constitution to reflect that Executive Board can include a Secretary or Co-Secretaries, both with voting rights**

V. Vice Chair's Report

- Slow progress of website: Gynene Sullivan has been sending Colette Becker content to load to the site
- Wants to make newsletter more visual
- Please don't share BOR awardees with anyone, as they haven't been finalized; Roy Ross commends committee for great work
- Brenda Yarema: all CUSS members invited to party in honor of Gloria Gaguski; TUSC will be presenting Gloria with an award
 - Sister Maureen Schrimpe: Can you please send membership an e-mail with an address to which we can send cards?
 - Highlight in newsletter

VI. Chancellor's Liaison Report

- Health-care rates still not posted
 - Open enrollment ends May 26, no correction period
 - Rates will also be posted on USM HR website
 - After keeping rates stable for two years, no rates increased by double-digit percentages; some have no changes
 - Retirees will be paying 25 percent of premium after July 1, 2011 and cap was increased
 - Prescription plan co-pays have increased to \$10, \$25 and \$40; still don't know final carrier for prescription plan
 - Health plan vendors are all the same
 - Dependents covered up to age 26
 - Just the beginning of big changes coming in future years to retiree health coverage
 - FSA and dependent care spending must be repopulated with dollar amount every year
- Voluntary Separation Program: No plan yet but intent is that Institutions can have certain flexibility in line with overarching guidelines from Chancellor
- Biennial Nonexempt Market Salary Survey: April 25 Board of Regents meeting action: Nonexempt salary structure remains as is for July 1, 2011-June 30, 2013
 - Bonus is for all Regular Staff and Faculty; Institutions allowed to use \$750 to award to Contingent Employees at Institution's discretion; pro-rated for part-time Employees; Chancellor's directives on hold

until we have final discussion on the distribution of the bonus; for FY12 there will no longer be a furlough deduction, but there will be changes to health-care and pension deductions; read first check of fiscal year carefully

- Employees on payroll on June 30 will get the bonus in FY12
- Kay Kazinski: Language from Board of Regents for Contingents says bonus not to exceed \$750; seems like a loophole for Institutions to give less than \$750, and then how far down management structure does decision to give full amount go? Not based on performance.
- Current Collective Bargaining law for USM does not include Service Fees. Service fee does not apply to employees not represented by Union, whether they belong to the Union or not; the service fee is different from Union dues
- Effective July 1, we are in a leap-year calculation; for UM Institutions FY 12 will have 27 pay periods, but 26 pay checks; only 26 pay periods will be used for deduction for supplementary retirement plans, so we don't exceed maximum
- Feasibility study to merge UMB and UMCP; the General Assembly has withheld \$1 million until the results of the study are submitted in December 2011
- Chancellor's Salary guidelines/directives: there will be very specific language for Staff retention in operationally critical positions; it will be very prescriptive, and President of each Institution will determine what is required; it's there, and it's a great achievement
- Tuition remission policy for spouse and dependents is under review: shared thoughts with Vice Presidents in January; wanted self-explanatory policy in effect for fall semester
 - Definition of dependent child: up to age 26 on last day of registration in semester for which application is being filed; Employee signs document stating if child is claimed in taxes or not; if not, benefit is taxable income
 - Has been perennial issue; must be protected and managed, so we don't lose it
- TIAA-CREF implemented lower fees for lifecycle funds, representing a \$2 million savings for USM employees because of reduced administrative costs
- Retirement plan changes: As soon as Rosario van Daalen gets official document from State Retirement, she'll send it out

VII. Voluntary Separation Program

- Major argument for offering to Staff as well as to Faculty: all Employees should be treated equally
 - If there was a layoff, it wouldn't be Faculty who were laid off; it would be Staff
- Concentration of Voluntary Separation Program is on Faculty
- If Staff isn't included, do we argue against it happening at all?
 - Will be detrimental to morale of Staff
- Two goals of Voluntary Separation Program:
 - To help prevent eventual layoffs
 - To raise funds for strategic plan initiatives

- What happens to Staff in roles supporting Faculty if those Faculty take voluntary separation?
- **Send additional thoughts to Willie with VSP as subject line.**

VIII. Old Business

- Can we get a nice card for Gloria Gaguski that all of CUSS can sign?
- Discuss next year's calendar at May meeting
- At Board of Regents meeting, Willie Brown gave credit to CUSF and Staff Council as collaborating on CapWiz—it's good to continue working with them and we'd like to have another joint meeting
- **Spend time thinking about goals for upcoming year**
- Tentatively reserved Aug. 16 for CUSS meeting at Salisbury University

Next meeting: University of Maryland, Baltimore County, May 17, 2011

Respectfully submitted by Giordana Segneri, CUSS Co-Secretary