

CUSS Meeting Minutes – FINAL

University of Maryland Eastern Shore  
 Student Services Center, Allen J. Singleton Room  
 UMES Boulevard, Princess Anne, MD 21853  
 June 26, 2012

**Members**

Mi'Shaun Stevenson	BSU
Absent	BSU
Absent	CSU
Absent	FSU
Jackie Eberts	SU
Brenda Yarema	TU
Absent	TU
Mary Hickey	TU
Absent	UB, CUSS Co-Secretary
Absent	UB
Bill Crockett	UMB
Roy Ross	UMB
Gynene Sullivan	UMB, CUSS Vice Chair
Kathy Miller	UMBC
Brian Souders	UMBC, CUSS Co-Secretary
Gus Mercanti	UMCES
Willie Brown	UMCP, CUSS Chair
Absent	UMCP
Sister Maureen Schrimpe	UMCP
Rena Finney	UMES
Corey Bowen	UMES
Absent	USMO

**Alternates/Guests**

Karen Tyler	BSU
Absent	BSU
Absent	CSU
Absent	UB
Colette Becker	UMB
Nancy Bowers	UMB
Joel DeWyer	UMBC
Absent	UMBC
Absent	UMCP
Chenita Reddick	UMES
Absent	UMUC

**Welcome:**

Corey Bowen	UMES
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Chancellor's Liaison to CUSS:	USMO
Rosario I. van Daalen	
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Call to Order

1. Welcome and Introductions

Corey Bowen extended his greetings on behalf of UMES.

2. Approval of Minutes. Minutes from May meeting were approved with no changes.

3. Chair's Report

- Close nominations for Chair, Vice Chair, Secretaries
  - Chair – Willie Brown, Gynene Sullivan

- Vice–Chair – Mi’Shaun Stevenson
- Secretaries – Brian Souders, Nancy Bowers

Willie Brown asked for additional nominees. Joel Dewyer was nominated. He turned down his nomination. Nancy Bowers was nominated, and she accepted her nomination.

Willie explained the rules of the voting after closing the nominations. Vote was cast for Chair. Motions were made to approve by acclimation the nominations of Mi’Shaun Stevenson as Vice Chair, as well as Brian Souders and Nancy Bowers as co-secretaries. Both motions were approved, and both positions were filled by acclimation.

Willie Brown would like to table discussion of pros and cons of absentee voting.

Mi’Shaun Stevenson. We all are busy professionals, and we make choices if we attend. If representatives choose to not attend, then they should not be able to cast votes outside of the current voting protocol.

Rosario van Daalen. Her concerns are that she wants to move us to the electronic age, and perhaps she was out of order by making the suggestion at the last minute. While she hears the Roberts Rules of Order, she also understands the need for broader representation.

Roy Ross. If there are sufficient primaries in attendance, there should not be a need to make room for alternate methods of voting.

Bill Crockett. What we are asking now is to change the voting mechanism after the vote has been called. He suggested that the Council work in the future for a more representative process, incorporating some form of electronic voting.

Corey Bowen. There is an obligation and responsibility to attend the meetings, and there is the capacity and technology for each school to attend.

Chenita Reddick. FSU never can attend a UMES meeting at this time due to their on-campus activities.

Willie Brown. It may be more productive from taking a normative approach (i.e. we should do this since I can do this) and perhaps look more to the benefit of the entire Council. Shall we do in the future to have a protocol to vote either in person or electronically? Willie is asking for flexibility for today, as a one-time only deal, for this time.

Brenda Yarema. We should afford every primary member the right to vote.

Mi’Shaun Stevenson. Is there not supposed to be an alternate at each campus?

Rosario van Daalen. With the rise of collective bargaining, it is harder to find sufficient numbers of eligible members to have both a primary and alternate member.

Willie Brown. Recommend closing vote now, eliminating FSU votes. Vote held, voting is now held. Votes from FSU removed.

Gus Mercanti. Votes tallied, Gynene Sullivan is new CUSS Chair.

Bill Crockett. In retrospect, it is important to be as inclusive as possible, and that electronic voting be made a possibility for future elections.

Willie Brown. He would like to raise the possibility of a committee to study the issue of electronic voting for the primaries.

Gus Mercanti. If we have nominees for positions who are nominated the morning of the meeting, how will those who vote electronically be informed of these new nominees? How will they be able to vote with full knowledge?

Willie Brown. He puts forward a proposal to create a committee for the election of the executive committees. Proposal seconded and approved. His second proposal is to determine the viability of more electronic meetings. Proposal seconded and approved. He also suggested that this matter be handled during the July meeting.

Sister Maureen Schrimpe. She suggested that we have one member of each committee as part of this committee.

Chair's Report. Last BoR meeting in May.

- Smoking policy passed with one objection
- Non-discrimination on the basis of sexual orientation was passed
- Improvement of Parental Leave and other Family support was also passed
- Retiring Regents Florestano, Johnson, Wojciechowski were thanked for their support of CUSS during their time.
- New CUSF and USMSC Chairs, will need to start meeting for annual meeting
- BOR Awards were accepted, and there should be a letter going out to Presidents of the Institutions. Gynene Sullivan requested that names be shared so that they can go into the newsletter.
- Performance Based Funding. Real issue, keep eye on it
- Brief discussion of continued support of the Dream Act
- Annual report can be viewed at [www.usmd.edu](http://www.usmd.edu) under "What's New"
- See materials that were sent out late.
- Review of Executive Committee responsibilities (Chair, Vice Chair, Members–At–Large). Willie suggested that the Vice Chair now become the standing chair of the Communications Committee. Given the importance of this role, there needs to be a single person who is responsible for making things happen. Willie made it a motion, and Mi'Shaun asked for clarification. Gynene also found herself to be

conflicted with her role on Executive Committee and her role on the Communication Committee.

Sister Maureen Schrimpe. Should there not be a chair for each committee instead?

Willie Brown. The Communication Committee will become incredibly important. The Council membership is hard to keep up to date, as well as the newsletter.

Bill Crockett. Wants to have the leadership and liaison features of Executive Committee.

Jackie Eberts. When this approach has been tried at SU, it simply has not worked, as individuals simply become overwhelmed.

Brenda Yarema. What is the goal of having four Executive Committee members chair? Or shall we have a chair and then the EC members?

Willie Brown. Excluding the secretaries, of course.

Corey Bowen. In light of the fact that some have to do more work with fewer personnel, it is very, very challenging. Perhaps instead of EC member, shall there be a vice-chair of the committees?

Willie Brown. Pros and cons both ways.

Jackie Eberts. If you are going to take up voting, perhaps we should examine the committee structures? How can we figure out the topics if we do not have valuable meeting time.

Willie Brown. We should discuss committees, and he understands the concern.

Nancy Bowers. But our committees have barely met this year.

Willie Brown. Some have been truly busy – communications, awards and recognition.

Colette Becker. Accountability is important, but it is also important that that liaison function exist. There are so many electronic resources to meet outside of the regular meetings. With this liaison function there will be the accountability that currently does not exist.

Nancy Bowers. All committees are important. However, maybe each year we should focus on the communicative aspects – that it is a dialogue and not a monologue of us reporting.

Roy Ross. The liaison function is vital; the other member of CUSS, however, has the ability to take on a leadership role down the ride.

Sister Maureen Schrimpe. Since Chair and Vice Chair have so many responsibilities, and we all do more with less, the liaison function takes some of the burden off of the Executive Committee.

Gynene Sullivan. We all agree communications is important. Maybe we may wish to do away with some of the standing committees – and having 2-3 people with communications is more important. Vice Chair will have a role, but not necessarily the leadership role.

Motion is as follows: Not assign specific chair positions to the executive committee. However, due to the importance of the Communications Committee, the Vice Chair needs to work very closely in a liaison capacity in order to ensure timely communication happens.

Motion seconded, and motion passed.

Rosario van Daalen. May wish to consider rebalancing the numbers of each committee.

Willie Brown. Last portion of report handed out by Gynene to summarize Process and Procedures. Will finalize this list.

Colette Becker. Do we know who won the BOR awards?

Willie Brown. The nominations were accepted by the BOR, and individuals will be notified by their Presidents.

#### 4 Vice–Chair’s Report

Gynene Sullivan. More of the web site review and is hoping to send information around by the end of the week. Format of the web site will keep pretty closely to what the system web site is now.

#### 5 Chancellor’s Liaison Report

Rosario van Daalen. Thanks to Chenita for an excellent lunch!

For the Benefits Committee the last list from 2009 of discounts and services available to CUSS members that each Institution may offer. If it is specific to a particular Institution, our constituents can go online to find out. Rosario suggested that the Benefits Committee go in and update the list, seeing what is still active and what is not.

Our Institutions are concentrating on wellness in the workplace, as is DVM. If our Institutions have programs and initiatives for wellness, we should feel free to add to the list.

Is there a possibility to link wellness to health care costs? Negotiations with vendors and unions are not necessarily relevant to us, as USM is not a part of this discussion.

URL is <[dbm.maryland.gov/benefits/Pages/WellnessHome.aspx](http://dbm.maryland.gov/benefits/Pages/WellnessHome.aspx)>.

There is a list of existing BoR policies on leave – about 17 policies. Rosario's office will conduct a comprehensive review of all leave policies. A working committee will address these differing policies. Input is greatly appreciated from CUSS members.

Regarding parental leave, faculty and staff leave policies are very different. It took two years of conversations and discussions at Towson. Staff leave is accumulated differently than faculty leave; we have differing kinds of leave than faculty members do. Reserve fund not available to faculty members, as no one can validate whether they have used their own leave or not.

This parental leave is specifically for delivery/adoption, for either gender of parent, allowing us to tap into leave reserve fund. This policy went to BOR for approval so they can continue to get paid.

Joel Dewyer. Something our PSS raised, how are decisions made as to how leave will be disbursed (i.e, which leaves first and why).

Rosario van Daalen. You can use them in any fashion. If will be leaving the university, annual leave will be paid for, as for holiday, but not sick leave if in ORP.

Gynene Sullivan. From the wording as we understand it, some Institutions may require that we use up all of our leave before dipping into the reserve leave fund.

Bill Crockett: Has this policy gone to the BOR already?

Rosario van Daalen. Faculty members start in September, so the policy went into effect as of that date. For staff, it must be discussed with the unions. Staff policy has gone to BOR.

Bill Crockett: Is the year-of-service requirement still in force?

Rosario van Daalen. Yes, but Institutions are required to establish their own policies that are consistent with these new policies.

Brenda Yarema. There is a flexible work schedule in effect at TU. How will it work?

Rosario van Daalen. The Duty Day eliminates the concept of overtime for exempt employees.

#### 6 Old/New Business

- Final Review of BOR Packet
- Performance Evaluation Best Practices - assign to a committee
- BEST (Building Excellence through Staff Training) Program - assign to a committee

It was suggested that instead of the last two be assigned to an ad hoc committee instead of just to the Benefits Committee. Motion seconded and approved.

Thanks to all at UMES for hosting us, and to Chenita for the additional work she did to get copies to us. We also extend special thanks to Jackie Eberts for her service to SU and to CUSS, after 39 years of service.

Roy Ross. Should we bring CUSS Words back?

Willie Brown. We shall add it to the agenda for the next meeting. We also want each member, within the shared governance structures of our Institutions, we should ask what shared governance means to us. This will be included in our Annapolis session.

#### 7 Confirm Next Meeting Date and Place:

July 24, UMCES