

Council of University System Staff Attendance Roster

Tuesday, December 12, 2017
University System of Maryland Office

X = Present in Person

P = Present by Phone

Bowie State University		
X	Trenita Johnson	Primary
X	Trish Johnson	Primary, POC
X	LaVel Jones	Alternate
Coppin State University		
	Sheila Chase	Primary
X	Dondra Davenport	Alternate, POC
X	Anthony Littlejohn	Primary
	Sonia McCain	Alternate
P	Sherry Larkins	Ex-Officio
Frostburg State University		
	Liz Nelson	Alternate
	Dana Severance	Primary
X	Rubin Stevenson	Alternate
X	Stacey Utley-Bernhardt	Primary, POC
Salisbury University		
X	Lisa Gray	Primary
	Teri Herberger	Alternate
X	Vanessa Collins	Primary, POC
	Charles Overholt	Alternate
Towson University		
	Deniz Erman	Primary
X	Mary Hickey	Alternate
X	Conor Reynolds	Primary
X	Cyndi Zile	Primary, POC
	Carol Green-Willis	Alternate
	LaVern Chapman	
University of Baltimore		
X	Eric Jones	Primary, POC
	Keiver Jordan	Alternate
University of Maryland Eastern Shore		
X	Chenita Reddick	Primary, POC
University System of MD Office		
X	Chevonie Oyegoke	Chancellor's Liaison to CUSS

University of Maryland, Baltimore		
X	Colette Beaulieu	Primary
X	Sharese Essien	Alternate
	Angela Hall	Primary, POC
	Susan Holt	Primary
X	Nicole Miskimon	Alternate
X	Janet Nance-Richardson	Alternate
University of Maryland, Baltimore County		
	Sheryl Gibbs	Alternate
	Laila Shishineh	Primary, POC
X	Michael Walsh	Alternate
X	Pheng "Max" Xiong	Primary
X	Tom Penniston	Alternate
X	Bethany Walter	Primary
University of Maryland Center for Env. Science		
	Julianna Brush	Primary, POC
X	Amy Griffin	Primary
X	April Lewis	Alternate
University of MD, College Park		
	Dylan Baker	Alternate
X	Sarah Goff-Tlemsani	Alternate
	Emily Hartz	Primary
X	Patrick Perfetto	Primary, POC
X	Sister Maureen Schrimpe	Primary
	Dana Wimbish	Alternate
University of MD University College		
X	Mark Freeman	Primary
X	Candace Johnson	Primary
X	Jenn Volberding	Primary, POC
	Craig Binder	Alternate
X	Karolina Nash	Alternate
X	Sylvia Bolden	Alternate

**Council of University System Staff
Council Meeting Minutes
University of Maryland System Office**

1. Call to Order

2. Welcome and Introductions: Chevonie Oyegoke

- Vice Chancellor Jeff Neal (Office of Communications and Marketing)
- Has been with USM for four months. Leads team of three people.
- Primary responsibilities
 - Position USM as high quality, accessible, innovative and accountable.
 - Draft speeches, manage media relations and crisis communications for system. Support chancellor's statewide/national activities.
 - Produce publications that reinforce USM messages (four primary pubs: Scorecard, Points of Excellence, Annual Report, and Profile).
 - Manage USM website and social media.
 - Coordinate USM Communications Council and serve as resource to campus communications colleagues.
- Primary messages: USM Mission and USM Strategic Plan.
- Key Areas of Collab with campuses:
 - Communications Council
 - Social media
 - Publications, speeches, remarks, legislative testimony and opinion pieces
 - Media relations
 - USM-wide initiatives (Light City Baltimore).
- Questions for Jeff:
 - How do most staff hear about USM?
 - What information would staff like to receive and how?

3. Consent Agenda & Materials October [Agenda & Meeting Materials](#)

4. Approval of Minutes from November

Motion to approve made by Pat Perfetto, seconded by Sister Maureen Schrimpe.

5. Chair's Report

- No Chancellor's Council Meeting this month.
- Mark attended BOR retreat this month:
 - Discussed ideas for BOR and Presidents to keep in mind regarding trends in higher education.
 - Intercollegiate athletics – big debate in higher ed regarding whether athletes should be salaried employees. Congressman spoke and emphasized fact that student body in athletics is very small. Only 300 students would benefit. If we were to instill salary system, those students would have to pay taxes and may no longer be eligible for tuition remission.
 - Finances – discussed ways to create additional streams of revenue. Tuition affordability.

- Government relations – tax plan that passed Senate recently. Effects it has on Marylanders.
- Ethics – what can and cannot be accepted as gifts (nothing over \$25).
- Executive Compensation – consulting firm that looked at rates at which presidents were getting paid. Discussed new formulas to evaluate presidents and whether they're meeting their goals.
- Anti-Defamation League – ever-growing issue on campuses with outside groups/propaganda, such as white civil rights movements. Mentioned UCLA or Berkeley that have had lots of police activity because of speakers on campus.

6. Chancellor's Liaison's Report

- Chancellor and presidents co-signed letters to each of Maryland delegations regarding concerns about tax for tuition remission. Tax threaten students' ability to pay for college. Tuition remission affected. Also affects graduate assistants. Will still receive benefit, but it will be taxed.
- Janice Doyle retiring, current chief of staff to Chancellor. Position leads day-to-day operations, provides professional support to board. Coordinates for chancellor and senior staff. Facilitator for CUSS for Chancellor.

7. Committee Meetings

8. LUNCH (Tentative Working Lunch)

9. Committee Reports

a) Benefits and Compensation

1. Discussed current USM employee discount program. Finalizing it.
2. Salary compression – gathering more info for each institution.
3. Present memo to follow up on Chancellor answering question one from joint meeting. Waiting for response.

b) Board of Regents Awards

1. Went over rubric as group. Made additions to make it more streamlined.
2. Discussed upcoming presentation for January's meeting at UMUC.
3. Lisa discussed different calls at another campus.
4. Wanted to clarify contribution and impact of each category.

c) Communications and Marketing

1. Whittled down ideas, additional goals.
2. Decided on information sheet - will send to all CUSS members. Will include info about CUSS (who we are and what we do). Will invite Chancellor to CUSS meeting.
3. January is next newsletter – will email POCs for institutional updates. UMUC's president will be showcased in January.

d) Legislative and Policy

1. Explored potential advocacy dates. Each institution has their own. Send email to chair of Legislative Committee with your institution's advocacy day. President's Day, Feb. 26th, or March 6th are potential dates.
2. For those who participated in advocacy day last year, Andy Clark holds a legislative phone call each Monday that relates to email he sends on Fridays. All are invited to join call.

3. Maryland General Assembly – visit the site, create an account, and you'll be able to track any bill that's in progress. Having an account will enable you to receive weekly summary of updates to bills; may also receive a notification for each update. If there's a certain bill you're interested in, pay attention to the sponsor.
 4. Legislative session hasn't begun yet, so Andy couldn't advise how this tax bill will impact us yet.
 5. Of our 14 republicans, all running and expected to win. Thirty-three democrats; some resigning, some under indictment.
- e) **Executive Committee**
1. Shared governance survey – Spent time discussing staff senate survey on state of shared governance on individual campuses. Discussed survey that CUSF did last year and reimagining that for purpose of creating shared governance survey. Purpose is to gather ideas regarding what's happening on individual campuses. Outcome of this will be that all data will be collected, and report will be sent to shared-governance chairs at each institution. Will put together executive summary and give to Chancellor. Separate report will be given to presents of each institution with data from their school.
 2. January 23rd – final questions asked in survey will be given to CUSS members, and we'll vote on those at the meeting.
 3. January 24th - campus chairs will be contacted to ask to have survey sent to chairs of each institution.
 4. Feb. 26th is deadline to complete survey. Chairs will be contacted within two weeks.
 5. April 20th – BOR meeting.
 6. Motion to approve timeline made by Sister Maureen, seconded by Mary Hickey.

10. AG Policy Revision Review, 1:30 pm (presented by Emily Bolyard of Office of Attorney General)

- **Family Medical Leave**
 - Entitles eligible employee up to total of 12 workweeks of leave in any 12-month period due to certain circumstances. Twenty-six weeks afforded to injured service members.
 - FMLA governed by institutional policies.
 - FMLA can mean individual liability for supervisors.
 - Current policy is from 1995.
 - Key Changes:
 - a) Now using rolling 12-month period instead of calendar year to determine eligibility.
 - b) Required that FML-eligible leave be designated as such and that DOL-approved forms are used.
 - c) Incorporate Military exigency and covered service member leave.
 - Compensation during leave – governed by other applicable USM policies (located in Section IV of new policy)
- **Staff Parental Leave**
 - Will run concurrently with FML in most cases.
 - Expanded parental leave to include adoptions of a child over the age of six.
 - Revise language regarding breastfeeding support for clarity.

11. Old Business

1. Sherrye Larkins – Recommendation/question: possible to have minutes sent to all of CUSS so that chairs can share with their shared governance?

2. Lavel Jones – discussed way to construct and present questions to chancellor as a group without fear or sense of retaliation.
3. Julianna Brush – asked if survey will be conducted annually. Mark answered that it will be.

12. New Business

1. N/A

13. Institution Updates

1. N/A

14. Adjourn

Motion to approve made by Max Xiong, seconded by Sister Maureen Schrimpe.