

**Council of University System Staff**  
**Tuesday, April 23, 2019**  
**Towson University**  
**10:00 a.m.**

**1. Call to Order**

**2. Welcome and Introductions**

- a. President Schatzel (Opening Remarks)
  - i. Michigan native
  - ii. Spent 20 years in business and manufacturing (has general contractor's license)
  - iii. Earned PhD from Michigan State University in Marketing and Technology
  - iv. Became Towson's 14<sup>th</sup> president 3 years ago
  - v. Towson has total of 23,000 students
  - vi. 91% of freshmen live on campus
  - vii. Produce more health care professionals and STEM graduates than any other state
  - viii. Major renovation and expansion of university union, amongst other buildings
  - ix. Investing \$700 million in campus in next five years
  - x. Three major projects: Towson Row (two student housing developments with 700 students), two new hotels (Hilton), and a Whole Foods will be built
  - xi. Recently announced that they're entering into long-term partnership with Greenberg and Gibbons
  - xii. Feels that you can't have high quality environment without diversity and inclusion
  - xiii. Have moral and ethical obligation to provide environment where students can realize their fullest potential
  - xiv. If students learn to thrive inclusively, they're better prepared to lead
  - xv. Staff going through transition. University senate with students, faculty and staff. Will instead move to having three bodies, separate senate groups for each.
  - xvi. Not anticipating to grow much more than they are now (student body)
  - xvii. About 20%-23% students not from Maryland
  - xviii. Has Community Classification from Carnegie – only school in USM that has this
  - xix. Has over 300 partnerships with greater Baltimore area - BTU – Baltimore Towson University Initiative. Foundation gives grants – about 30 given.
- b. Dr. Leah K. Cox – VP of Inclusion & Institutional Equity (Strategic Diversity Plan & Equity Lens)
  - i. Came from University of Mary Washington. Previously worked at Gallaudet University
  - ii. Has worked at Towson two and a half years. Baltimore native.
  - iii. 46% students of color
  - iv. Part of office looks at inclusion, diversity and equity. Other part is about compliance (Title IX, ADA, discrimination, complaints, etc.)
  - v. This year first year with full staff. Currently working on five-year strategic plan. Developed task force with members from all over campus community, including students, faculty and staff. Charge from president was to be bold.
  - vi. Looking at four key areas: education, scholarship, retention and recruitment, and climate.

- vii. Since December 2018 has held monthly meetings. Doing good job at retaining students, but working on retaining staff members of color. Want students to feel like they belong on campus. Also looking at education and scholarship – having focus groups across campus. Each member of task force asked to have focus group in one of the four areas. Next steps are to look at how they’re going to incorporate information into one document to present to president. Goal date is December 2019.

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

- a. Sheryl Gibbs attended by phone.

**4. Approval of Minutes from March 2019**

- a. Motion made by Sister, second by Mary.

**5. Chair’s Report**

- a. Had Chancellor’s council meeting earlier in April. Legislative session ended. Three percent COLA for employees effective July 1, 2019.
- b. Workforce initiative stayed intact with 100 million increase over last year.
- c. Minimum wage to increase to \$11 in January 2020. Will reach \$15 by 2025.
- d. All CUSS members voted on joint resolution. Response from governor’s office stated they’re still working on prescription drug coverage. Mentioned federal court injunctions.
- e. Finalized shared governance report. Shared with chancellors, president and BOR. Results similar to last year. Four items repeated more than six times: transparency, strategic planning, communication, staff senate not involved in decisions on campus, and value of staff input. Salisbury, UMBC, UB and UMES presidents responded. Lisa suggests that CUSS members ask their presidents for copy of report.
- f. Friday had BOR meeting at UMB. Board hired AGB to conduct board review. Report given at meeting. Five recommendations given. Can find on system website under Board of Regents agenda for April 19<sup>th</sup> (whole presentation available).
- g. 45-minute presentation by Maryland State Ethics Commission.
- h. As AGB gave report, discussed with chair of CUSF similarities to collaborate on.
- i. New regent added for next year (Isiah Leggett) and Robert Wallace added this year.

**6. Chancellor’s Liaison’s Report**

- a. 2019 end of session – 2,481 bills introduced. USM office of relations offered testimony on more than 143 bills. 143 impacted system, faculty staff and students.
- b. Approved \$1.49 billion coming from general fund and higher education fund
- c. USM budget increase includes workforce development initiative funds.
- d. Legislature approved \$10 million across the board cut and reduction to USM office.
- e. Emergency bill passed through House and Senate. Effective 1/1/20, Department of Budget and Management must establish three new programs. MD State retiree prescription drug benefits – available to retirees 12/31/19. Grandfathered for people who retired before end of year. If eligible for program, will be reimbursed. Second is MD State retiree assistance program. Third is MD State retiree life sustaining prescription drug program. Program eligibility depends on when they retire, when they began, and if one is on life-sustaining drugs or not. Working on details. In addition, bill specified that dept. must provide specified one-on-one counseling to assist in selecting Medicare drug

plan based on needs. More information can be found on Dept. of Budget and Management website. Senate Bill 946. Also provides details of how many people affected.

- f. Appointed new vice chancellor for communications and marketing – Timothy McDonough. Coming from AGB. Search lasted about 1.5 months.
- g. During last BOR meeting at UMD, faculty awards presented to 16 awardees.
- h. Senate Bill 719 passed alters membership of BOR to USM to include secretary of commerce. Bill also requires board to make certain meetings available to public and to provide financial disclosure statements. Will also be required to approve search committees for campus presidents and to hold training on responsibility of board.
- i. Many positions posted on various campus websites. CUSS members encouraged to explore positions and apply if interested. Retirees will be leaving by June. Begin with USM Office website.

## **7. Committee Meetings**

## **8. LUNCH (Tentative Working Lunch)**

## **9. Committee Reports**

- a. Benefits and Compensation
  - i. Discussed UMUC's separation policy and procedure. Received email from Craig with information. Recommended to be adopted as best practice.
  - ii. Susan will email a reminder to group to contact their HR office.
  - iii. Had conversation about COLA. When will there be Merit increase again? What is done for outstanding employees?
- b. Board of Regents Awards
  - i. Continuing to look at grading scale for grading packets in future.
- c. Communications and Marketing
  - i. Working on spring newsletter. Will publish mid-May. Collecting last of institutional updates. Articles will highlight best practices from survey (staff development). Will also highlight benefits committee.
  - ii. One-pager describing CUSS is available to be shared at your respective campuses. Sarah Hokenmaier will email to everyone.
  - iii. Discussed potential short 20-sec video describing impact and accomplishments of CUSS
- d. Legislative and Policy
  - i. Discussed next meeting in May. Andy Clark will visit and provide overview of session. Particularly important because of cancellation of Advocacy Day.
  - ii. Decided to prepare brief list of questions to send to Andy.
    - 1. Implementation of retiree prescription drug program
    - 2. Approved FY2020 USM budget
      - a. How will \$10 million budget cut impact USM?
      - b. How will the Chancellor's office budget cut impact System Office staff?
    - 3. How do you foresee the increase in the minimum wage impacting USM institutions?
    - 4. Any plans for recession proofing the budget moving forward?
  - iii. Now that session is done, discussed what else CUSS should work on for

remainder of year. Will work on template for preparing for Advocacy Day, including contingency program in case of cancellation. Focus on outreach to institutions government affairs.

- e. Executive Committee
  - i. Andy will attend meeting next month. Lisa will reach out to Linda Gooden and Chancellor to determine when they'll join us.
  - ii. Discussed that Sherrye has served as liaison to diversion and inclusion committee. Someone will replace her after the new year begins in August.
  - iii. Discussed review of AGB report. On BOR website under agendas. Everyone is encouraged to look at it.

## **10. Old Business**

- a. CUSS 2019-2020 Joint Meeting Discussion/Updates
  - i. Sister Maureen will work on getting Cornelia from president's office at UMD in touch with Craig (UMUC).
- b. Shared Governance Survey Updates

## **11. New Business**

- a. Nominations
  - i. Slated to start accepting nominations for executive committee (chair, vice chair, co-secretary).
  - ii. Chair – Kevin nominated Laila. She accepted.
  - iii. Vice-chair – Laila nominated Sarah Hokenmaier; tentatively accepted. Is an alternate, so she'll know after shared governance elections on her campus. Sister Maureen nominated Nicole; she tentatively accepted.
  - iv. Co-secretary – Laila nominated Amy; tentatively accepted. Sherrye nominated LaVel; tentatively accepted. Kevin nominated himself, but is not eligible because he's an alternate. Nicole nominated Susan Holt; she accepted.
  - v. Nominations will be held again in May and June.
- b. Freedom of Expression Principles Review
  - i. Lisa sent document to CUSS members yesterday. Committee at system level has been working on document. In light of controversial speakers across the country, felt that it was important to have statement. Please let Lisa know by Friday if you have thoughts or if changes need to be made.

## **12. Institution Updates**

- a. Towson's president has asked staff senate to come up with new bylaws. Deniz asked if staff senate from other USM schools could share bylaws of their shared governance committees.
- b. Bowie – First year they're holding Spring Commencement on campus in more than ten years. Institution will be closed to accommodate all visitors.
- c. Institution of Marine and Environmental Technology will have open house on Saturday, May 4<sup>th</sup> from 1 to 4 pm.
- d. Saturday, April 27<sup>th</sup> is Maryland Day at UMCP. Expecting about 80 thousand people. Ends at 4 pm.

## **13. Adjourn**

- a. Motion to adjourn made at 1:18 pm.





## Legislative and Policy Committee Notes

4/23/2019

1. Andy Clark will attend the May meeting at Bowie; we will send prepared questions to him in advance (asked CUSS members for input during report out)

- Retiree Prescription Coverage Plans – discuss implementation
- Discuss the approved FY2020 USM budget
- How will \$10 million budget cut impact campuses?
- How will the Chancellor's office budget cut impact System Office staff?
- How do you foresee the increase in the minimum wage impacting USM institutions?
- Any plans for recession proofing the budget moving forward?

2. What should our committee be working on now that session is done?

- Prepare a template for planning USM Advocacy Day in the future; include a contingency plan
- Outreach to USM campuses' government affairs offices to establish relationships - utilize primary CUSS contact for each institution that is not represented on the Legislative Affairs committee
- talk about issues relative to campus
- do government affairs rep from the various institutions meet regularly outside of the general session?
- potentially invite government affairs representatives to attend future CUSS meeting and/or for us to attend one of their meetings.

3. Reviewed the statement on CUSS website for purpose of committee: "The Legislative Affairs Committee will monitor the Maryland Legislative Sessions to identify USMrelated bills, apprise CUSS of relevant issues, and propose responses when appropriate."