

COUNCIL OF UNIVERSITY SYSTEM STAFF
AUGUST 14, 2001 MEETING
Salisbury University

Members Present:

Roy Ross-UMB
Fran Younger-UMCES
Kay Martel-UB
Craig Newman-UMCP
Andrianna Stuart-UMCP
Joe Hill-UMBC
Sally Hearn-UMBC
Sally Davies-UMUC
Mike McCrea-UMBI
Patrick McLane-FSU
Vera Maher-USMO
Beverly Morris-USMO
Bruce Abbott-UMCES-Horn Point
Judy Lowe-SU
Donna Test-SU
Willie Fields-CSC
Brenda Warwick-UMES
LuAnn Marshall-UMB
Jessica Bird-UMB

A recap was given of the August picnic which was held at Donaldson Brown Retreat Center. Due to this year's small attendance, suggestions were made that next year's picnic be held on a Monday (to take advantage of the weekend and attending families) and a short, regular meeting be held to encourage attendance for those who have difficulty getting extra time off from their job duties. Final decisions were tabled until

Chair's Report

1. The Board of Regents meeting on July 13, 2001 was attended by Fran Younger (UMCES) and Roy Ross (UMB). Fran reported on her opportunity to attend a Regents' dinner the evening before the meeting. She met with some of the new regents and presidents. She found many to be very interested in what is happening at the institutions.
2. At the BOR meeting, the USM Staff awards were presented and approved by the Board. Nathan Chapman, Chair, sent letters to the winners. Five winners were individuals from one institution, UMBC. Seven institutions participated in the review committee process and six institutions provided names. Two additional institutions sent information in past the deadline and were declined. A discussion was held on why UMBC did such a good job. It was concluded that the support and importance placed on the awards was generated from the President's office. The Chair of the Review Committee, Starrla Levine (UB), recommends that next year the institutions get the word out, institutional representatives will make sure the presidents have the information and stress the importance of support for the awards. Follow through is critical for the entire process. It was suggested that the Staff Awards be given at the same time as Faculty Awards but most felt that had disadvantages for staff.
3. Chancellor's Council Report- USM Contingent Category II employee conversions were discussed (see HR Liason Report item #2.)
4. Roy called for nominations for the two at-large Executive Committee members. With only two nominations, Andrianna Stuart (UMCP) and Joe Hill (UMBC) were unanimously accepted.

Committee Work Groups for AY2001-2001

Before committee members were assigned, it was agreed that the joint Communication/Legislative Affairs will be split into two respective committees. The Chairs from each group briefly explained the duties of their committee. Roy asked each chair to send a report to him on committee activities within three to five days after the monthly meetings. These reports will help him stay abreast of CUSS issues for his reports and meetings. Committee work groups will meet during lunch at monthly meetings. The five committees and their members are as follows:

Benefits Committee

Brenda Warwick-UMES
Jessica Bird-UMB

Compensation

Judy Lowe-SU
Sally Hearn-UMBC
Andrianna Stuart-UMCP
Art Hanlin-FSU
Sally Davies-UMUC
Joe Hill-UMBC

Legislative Affairs

Kay Martel-UB
Starrla Levine-UB

Legislative Affairs (continued)

Craig Newman-UMCP
Vera Maher-UMS Office
Roy Ross-UMB

Community Development

Bruce Abbott-CEES
Starrla Levine-UB
Donna Test-SU
LuAnn Marshall-UMB
Patrick McLane-FSU

Old Business

1. New CUSS members need to be provided with copy of by-laws.
2. Roy reminded members that they may be removed from the Council if a member has more than two absences during the year. A member should notify the Chair at least twenty-four hours in advance to be excused from a meeting.
3. Need to research change in by-laws to allow Alternates to vote in member's stead with twenty-four hours notice. The Chair must be notified by the institution's Representative if Alternate has proxy to vote.
4. Roy went over notes from Richard Rose on the CUSS Spring Retreat. Short-term priorities listed were:
 - BEST program continued and expanded (Building Excellence through Staff Training)
 - Establish budget requisition process for CUSS members
 - BOR Staff Awards
 - CUSS distribution of information to BOR, Presidents, etc.

Roy stated that CUSS has asked for a \$15,000-20,000 increase in our budget. He hasn't heard a reply yet.

The next scheduled meeting will be Tuesday, September 25th at UMBI.