

**Council of University System Staff
November 16, 2004
BOWIE STATE UNIVERSITY**

Members Present	Alternate Members
Dale O'Neal - BSU	
Marie Meehan - BSU	Dorothy Holland - BSU
Judy Lowe - SU	Janine Vienna - SU
Gloria Gaguski - TU	
Joan Doremus - TU	
Angie Brickhouse - TU	
Daniel Albert - UB	
Bill Crockett - UMB	
Colette Becker - UMB	
Mary Pat Armstrong - UMBC	Christine Routzahn - UMBC
Sam Sibanda - UMBI	
Donna Taylor - UMBI	
Frank Clancy, Jr. - UMCP	
Mary Graham Fisher - UMCP	
Queen Atterberry - UMCP	
Chenita Kollock - UMES	
Andrew Rein - UMUC	Jim Hartsock - UMUC
Mary Reed - USMO	
	Chancellor's Liaison to CUSS - Rosario I. van Daalen Guests: Dr. Calvin Lowe, President of Bowie State University Cynthia Coleman, BSU Staff Council Chair Rosario
Joe Hill - UMBC - Past Chair	

After careful review of the October minutes, a motion was made and seconded to approve the minutes as amended.

Report from the Chancellor's Liaison to CUSS

Communications - Mary Reed, Chair.

This committee will start the process for the 2004-2005 CUSS Newsletter. Each committee chair will send a bulleted synopsis to this Committee on their committee's issues and concerns.

Norwin Malmberg (USMO) has continued to maintain and keep the CUSS website updated and informative. CUSS recognizes his hard work and time he has volunteered in assisting the Communication Committee and CUSS.

Community Development – Colette Becker, Chair.

Members of CUSS were asked to volunteer to review the CUSS BOR Staff Award nomination packages. Nomination packages are to be submitted to CUSS by 12/1/04. Packets will be distributed to the volunteers in early December. The review process will be completed in mid-January and the recommendations will be made to the Chancellor and the BOR in February.

The committee also discussed developing team building activities for the transitional meeting in July, 2005.

Legislative – Frank Clancy, Chair.

It was suggested that Joe Bryce, Asst. Vice Chancellor for Governmental Affairs, be invited to attend our December meeting at the USMO. He is a strong supporter of CUSS and is very knowledgeable about the budget process. CUSS needs to re-establish relationships with legislators and legislative committees to become familiar with pending bills.

This Committee will identify members of CUSF who serve on their legislative affairs committee and request that the CUSS Executive Committee grant the Legislative Committee permission to contact them regarding possible collaboration on issues of common interest.

This Committee asks that the CUSS Representatives inquire at their institution to identify the legislative liaison to enable CUSS to contact them regarding issues of mutual interest.

Executive Committee – Bill Crockett

This committee will be meeting with the Chancellor Kirwan on 11/30/04 to discuss CUSS concerns.

Old Business:

The CUSS Newsletter has been sent to the institutions for distribution to the staff.

The Council agrees that the synopsis is very useful, but should be kept brief, condensed, and in bullet form. Distribution should be two weeks following the meeting.

CUSS needs every institution to provide data on the employees that shared governance represents. Complete data is needed by the December meeting.

At the meeting in October, a motion was made

unfilled seat. Thus, there will be two representatives from one of the job groups (2 Exempt or 2 Nonexempt) until such time where one representative from each job group can be established.”

CUSS will review this language at the December meeting to enable this language change to be moved forward. The Attorney General’s Office will advise on legal sufficiency on the final language.

A motion was made and seconded that the meeting be adjourned. The next meeting will be at University System of Maryland Offices on 12/14/04 at 10:00 a.m.