

Council of University System Staff (CUSS) Meeting - MINUTES

October 26, 2010

Frostburg State University

Baltimore, MD

In attendance:

Members

Cynthia Coleman BSU
Marie Meehan BSU
Absent CSU
Jesse Ketterman FSU
Absent
TU
ulz UB, CUSS Co-Secretary
UMB
-Watson UMBC
yer UMBC
eddick UMCES
wn UMES
Green Schrimpe UMCP, CUSS Chair
ackson UMCP
do USMO
ein UMUC
UMUC

Alternates/Guests

Mi'Shaun Stevenson BSU
Karen Tyler BSU
Stacy Wassell FSU
Bernard Wynder FSU
Gynene Sullivan UMB
Debby Mathis UMUC
Carol McKissick UMB

Chancellor's Liaison to CUSS:

Rosario I. van Daalen USMO

1. WELCOME AND INTRODUCTIONS

- Dr. Jonathan Gibraltar, President of Frostburg State University, welcomed us to the campus and shared his support of shared governance
 - i. Dr. Gibraltar commented how fortunate CUSS is to have Willie Brown as its chair,

4. There is lots of expansion occurring at FSU that includes an \$18 million dollar renovation of the Lance University Center, a new Center for Communication and Technology and a new College of Education and Allied Health. This is very positive since the last new building on the FSU campus was opened when President Nixon was in office.
- iv. Dr. Gilbralter praised the efforts of Jesse Ketterman's Alcohol Abuse program, which has been nationally recognized and has significantly reduced the binge drinking rate at FSU
- v. FSU has recently been named one of the greenest campuses and has a strong sustainability campaign called Learning Green – Living Green
- vi.

f General discussion:

- a. Benefits
- b. Furloughs
- c. Other

f Create a joint CUSS/CUSS/USM Student Council endorsement/statement

f

- Use of CapWiz

- o Willie and Colette met with Andy Clark and PJ Hogan to discuss the use of CapWiz prior to the election. It was suggested to wait until after the election, preferably once the budget is submitted by the Governor, in order to respond accordingly regarding USM

- o A formal letter from CUSS will also be sent to the Governor and state legislatures after the budget has been submitted to support USM

- f* Signatures will include the CUSS Chair, Vice Chair and Legislative Committee Chair

- Board of Regent's Staff Award – new category update

- o There will be a review of the new category after this year's inclusion to determine if any changes

- Rosario followed up on an email she sent to CUSS recently regarding the Public Employees' & Retirees' Benefit Sustainability Commission meetings which have occurred in Annapolis
 - o No representation from CUSS, which needs to be increased to have our presence felt
 - o Very heavily attended by labor unions and other state and county employees
 - o The commission may replace the Blue Ribbon Commission as they are tasked with making suggested changes to the current system
 - f* There could be reductions or cutbacks
 - o Next meeting is November 10, 2010 at 12:30 in State House Building, Room 120
- The Classification committee for restructuring the nonexempt salary structure is finishing a rough draft to be shared with the USM HR directors in December
 - o A final report is expected to be shared in January with information to the Presidents' Council by March 2, 2011 in order to make it to the BOR April meeting
- The Joint Commission on Pensions, which meets yearly, is having their next meeting on November 9, 2010 in the State House Building, Room 120
 - o Discussion about the state pension plan
 - o COLA
 - o Actuarial (formula used to determine how long an employee will live to determine amount needed for retirement) contribution rate

5. COMMITTEE MEETINGS

- Willie asked that each committee meet to review their respective mission statements and determine upcoming focus/tasks for each committee
 - o Executive Committee
 - f* Started to create the Standard Operating Procedures (SOP)
 - a. See attached
 - o Legislative Affairs Committee
 - f* Polished mission statement:

The Legislative Affairs Committee will monitor the Maryland Legislative Sessions to identify USM-related bills, apprise CUSS of relevant issues, and propose responses when appropriate.

f Will work to maximize CUSS Annapolis Day in February
 - o Community Development Committee
 - f* New name: Staff Awards & Community Outreach
 - a. Updated mission statement: This committee facilitates the process of selecting the annual Board of Regents Staff Award recipients, in addition to assisting in the development of activities that provide for the professional and social development of staff at the University System of Maryland institutions.
 - b. Increase participation of the BOR Staff Awards

Process	Timeline	Committee
Annual meeting with Chancellor	Late August/early September	Executive Committee
Distribution of materials for the Board of Regents Staff Awards	Late August	Staff Awards & Community Outreach
Receipt of completed BOR Staff Awards packets	3 rd week in January	Staff Awards & Community Outreach
Winners selected for BOR Staff Awards	February meeting for submission to BOR	Staff Awards & Community Outreach
Certificates of appreciation sent to runners-up	3-4 weeks after BOR confirms winners	Staff Awards & Community Outreach
Nominations (Chair, Vice Chair, Co-Secretary)	April, May, June	All
Elections (Chair, Vice Chair, Co-Secretary)	June	All
Nominations/Elections – Members-at-Large	August	All
Annapolis Day	February meeting	Legislative committee
Letter campaign to Governor	2 nd /3 rd week of November (regardless of election year or not)	Legislative committee
Letter campaign to legislature	3 rd week of January	Legislative committee
Website review	August (main) – continues monthly as needed (standing agenda item)	Communications committee

Letters to Council members Presidents'

comprehensive timeline)		
Documentation/update of each institutions shared governance entities		