

Bowie

FrostburgStateUniversity		
X	JayHegeman	Primary
	JessKetterman	Primary
	RubinStevenson	Alternate
	StacyWassell	Alternate
SalisburyUniversity		
X	LisaGray(CoSecretary)	Primary
X	PaulGasior	Primary
		Alternate
		Alternate
TowsonUniversity		
X	MaryHickey	Primary
	GayPinder	Primary
X	DenizErman	Primary
		Alternate
		Alternate
		Alternate
UniversityofBaltimore		
	FrederickKowalski	Primary
X	SashaHudson	Primary
X	KeiverJordan	Alternate
		Alternate

Call to order by CUSS Chair Bill Crockett.

1. Welcome by Dr. Freeman Hrabowski, President of University of Maryland Baltimore County.
  - a. Welcomed the group to campus, stating that UMBC has students from 150 countries.
  - b. Thanked the group for their role in shared governance.
  - c. What is UMBC proud of?
    - i. It is the only campus on the Dean's List for Great Campuses to Work For.
    - ii. The average level of giving in the Maryland Charities Campaign is 20% system wide, however it is 70% at UMBC.
  - d. Introduced Valerie Thomas, Associate Vice President for Human Resources
    - i. Has been working on a lot of policies for work life balance and looking at initiatives to utilize them.
    - ii. UMBC just a launched a website.
  - e. Welcomed Josh Lubben from the Professional Staff Senate at UMBC.
2. Consent Agenda
  - a. <http://bit.ly/1kOSTIt>
3. Approval of minutes by consent:
  - a. April
4. Chair's Report
  - a. Voluntary Separation Program – system is not eligible if installed, it would be a part of the E&E 2.0 recommendation.
  - b. May 10<sup>th</sup> – Special BOR Session
    - i. Tuition Increases – 5% increase in undergraduate tuition across the board, except UMBC which would increase 7%, and no increase for graduate and out-of-state varied with the UMB Dental School increasing by 13%.
    - ii. COLA saved – money approved to spend, K-12 not be activated.
    - iii. Coalition Case – still in pending mediation
      1. A remedy proposal was filed and USM has 30 days to respond.
    - iv. Three presidential searches are under way. Tolson, Frostburg & Coppin. Coppin may have an announcement today.
    - v. Non-exempt Pay Plan approved and goes into effect July 1, 2015. Plan allows for a 4% adjustment to salary ranges.
    - vi. Exempt Pay Plan review will begin this summer.
    - vii. E & E 2.0 – The following are beginning looked at: student analytics, system wide communication, procurement, tuition pricing, faculty retirement, real estate, and business processes.
    - viii. Merit Increase – the house approved critical need for faculty and the senate approved critical need for both faculty and staff. What was the outcome?
    - ix. Non-exempt and exempt pay program. There will be a special meeting on May 6<sup>th</sup> to discuss the non-exempt pay plan
  - c. Faculty Council held a meeting of the senate system wide, should we consider doing the same for staff to help align goals?
5. CUSS Meeting Schedule
  - a. June meeting at Bowie – June 16<sup>th</sup> or 23<sup>rd</sup>?
  - b. July 28<sup>th</sup> meeting at UMCES move to July 21<sup>st</sup>
  - c. August meeting UMES – looking at August 11<sup>th</sup>
6. Chancellor's Liaison's Report Tom Hoffacker for JoAnn Goedert
  - a. SPS Benefits Implementation – enrollment process electronic vs paper or IVR.

- i. October 15 start of open enrollment.
    - ii. Training for staff who don't have access to PC's.
    - iii. New employees can enroll on the 1<sup>st</sup> day of the month after employment; this will be effective July 1, 2015.
    - iv. DBM will be training HR Benefit Coordinators in early August.
  - b. Policy Review – needs to be completed by May 31, 2015.
  - c. Salaries
    - i. 2% COLA from January continued in July.
    - ii. Non-Exempt increase 4%
    - iii. Retention increases for faculty and operationally critical staff – there are strict guidelines.
    - iv. State Minimum Wage will increase to \$8.25 July 1
    - v. Chevoni Oygoke will be the new HR Director replacing Rosario van Daalen.

## 7. CUSS Quarterly Newsletter

- a. Completed - copies distributed to the council.
- b. Corrections suggested – once updated, a link will be sent for distribution.

## 8. Committee Meetings

## 9. Committee Updates

- a. Benefits & Compensation –
  - i. Chart of Benefits for Contingent I & II Employees.
  - ii. Put on hold the Daycare topic.
  - iii. Discount list online – still accepting updates
  - iv. PMP – still gathering – would like to see all non-exempt and exempt on the same form.
  - v. Daycare savings account.
- b. Communications & Marketing-
  - i. Quarterly Newsletter
  - ii. Barb will be point of contact for gathering institutional updates from each school.
  - iii. Facebook Page – discussion regarding whether this would be a useful tool.
- c. Board of Regents Awards & Recognition-
  - i. Reviewed Goals
  - ii. Visibility at satellite locations and system office.
  - iii. Encourage CUSS members to be involved in nomination process.
  - iv. Workshop sessions at institutions.
  - v. Submitting packet on website as soon as awardees are named as well as begin buzz communications.
  - vi. Designee to turn in report to communication committee.
  - vii. Recognition of Award Nominations.
- d. Legislative Affairs & Policy-
  - i. Review of Committee Goals
  - ii. Going to create a Google Doc to communicate with committee members between meetings.
  - iii. Send update for quarterly newsletter.
  - iv. Mail materials to legislators ahead of time and emailing them regarding our date for CUSS visit.
  - v. Discussion regarding hosting a luncheon for the legislators.
  - vi. Discussed the need for us to change the format of the January CUSS meeting to better prepare the group for Annapolis Day and the BOR award process.
- e. Executive Committee –
  - i. CUSS Member Google Doc revision for new members to include term end date and supervisor information.

## 10. Shared Governance Workgroups

- a. Staff Senate Survey – want to release August and have it returned by October<sup>1st</sup> and give a new report to Chancellor at the joint meeting in November.

11. CUSS Nominations

- a. Chair – no new nominations
- b. Vice Chair - no new nominations
- c. Co- Secretary – two nominations Amanda Azuma and Kevin Joseph

12. Old Business

13. New Business

A motion was made to adjourn by Sister Maureen ~~and~~<sup>nd</sup> Mary.

Meeting Adjourned

~~Next Meeting is Sat~~ ~~Up~~ ~~in~~ ~~the~~ ~~Union~~ ~~on~~ ~~23,~~ ~~2015.~~

