

Draft

University of Maryland, Baltimore Staff Senate
Open Meeting Minutes
May 7, 2009
HSF1 Room 5186

Roll Call:

Present Senators: Colette Becker, Danielle Brown, Ken Fahnestock, Libby Guarnera, Jean Marie Roth, Jill Venezian, Tom McHugh, Phyllis Lovito, Liz Casher, Dave Delooze, Shannon Cooper, Aphrodite Bodycomb, Debbie Horstman, Kim McCorr

Excused Senators: Andrea Lefever, Ronald Kasl, Pat Boland, Bill Griffin

Ken called the meeting to order at 12:04 PM and asked for the Roll Call.

Minutes: Ken asked for questions on minutes. Motion by Liz Cahser and seconded by Dave Delooze to accept the minutes as submitted.

Remarks from the Executive Committee: Meeting was held on April 24, 2009

- Nominations and elections were discussed
- All senators that are up for re-election have submitted their names to Colette Becker with the exception of Bill Griffin.
- Received 5 new nominations: 2 from SOM, 1 SOL, 1 GPLS, and 1 from SOD
- Total of 18 people nominated for 11 open and 3 alternate positions; need non-exempt excluded participations
- Plan to work with HR to determine the distribution of exempt vs. non-exempt and then re-examine by-laws to effectively and accurately represent the campus
- Email will be sent on Monday closing the nominations; voting will begin the following Monday
- Colette Becker has tested Survey Monkey for senate elections
- Founder's day nominations—Connie Mitchell; Ken Fahnestock will get from Pat Maloney
- New name tags for senators will be ordered with arrival of new senators in June
- Limiting terms of people on executive committee was discussed

Meeting with HR -Meeting was held on April 7, 2009 (with Lani Barovick and Elaine Gill)

- Lani Barovick—no merit/COLA
- New hires on stimulus funds may possibly be terminated after the period ends; possibly be hired as contractual
- New SOL Dean
- Recruitment for new VP Finance & Administration
- HR developing strategic plan for May; would like to have this in place before VP Finance & Administration arrives
- Smoking cessation program—SOM has taken the lead with Dr. S. Feinstein's grant
- FY10—if there will be future furloughs, staff senate would like involvement
- Maryland state focus for wellness

Meeting with President Ramsey - No meeting

Committee Reports:

Campus Life - No Report

By Laws - No Report

Policy and Legislation: No Report

Communication - No Report

Nomination - Ken Fahnestock

May Nominations Committee Report

Meeting was held during the May 29th Staff Senate Executive Committee meeting. The election that just ended represents a series of firsts for the Staff Senate for quite some time now. The number of UMB staff that voted this past election was over 400. This represents a doubling in the number of staff that casted their votes for the new Staff Senators that will represent them for the next 2-year period. At the same time, we had to exclude nearly 100 voter responses for a number of reasons. Either they were not eligible to vote, they voted multiple times or we were not able to verify them from the listing provided to us by HR that we used to identify the UMB Staff that we represent.

The second first for the Staff Senate is that we had 18 nominees for the 7 open exempt Senate seats we had available. We also had 6 write in votes for non-exempt excluded Senate seats. Three of these nominees declined to serve on the Staff Senate. There were also a number of write in votes for non-exempt excluded positions that had to be excluded due to the fact that the nominees were part of the collective bargaining unit and are not eligible.

Overall, the number of nominations and write in votes demonstrated that the Staff Senate has been getting the message out to the Staff on this campus that we are here and the interest from the Staff was overwhelming.

The nominees who received the top seven number of votes will be assigned to the 7 open exempt Senate seats for the next 2-year term. They are:

Aphrodite Bodycomb
Jean Marie Roth
Kenneth Fahnestock

Bernadette Taylor
Bill Hoffman

Danielle Brown
Gynene Sullivan

There was one unfilled non-exempt excluded seat that needed to be filled. This vacant position will be filled with Phyllis Lovito who received the next highest number of votes in the election. Phyllis will fill this position for a 1-year term.

Our By Laws allow for us to appoint two alternate Senators for a 1-year term. Those two members will be Kim McCorr and Marlene King.

Finally the final first that we had experienced this year is that fact that I had to write 8 letters to those staff members who did not receive enough votes to be placed in one of our open positions. That represents more people that had to be turned down than we had open positions. It was a sad experience but something that we have to deal with if we continue our success in getting the message out there and, in turn, people show their interest in the Staff Senate.

I have offered that each of the 8 staff members who received nominations but lacked the number of votes to be placed, to attend our open meetings, join any committees and to remain active. In the event any of our Senators are unable to complete their terms, these people will be called upon to fill any open positions that arise prior to our next election. I also encouraged them to remain interested in the Staff Senate and to run again next year.

I will send an e-mail to the newly elected Senators and invite each of them to the June 4th meeting where they will be introduced and participate in the nomination process for our FY10 Staff Senate Executive Committee members. I also sent an e-mail to Dr. David Ramsay and Lani Barovick to inform them of the newly elected Senators. When the newly appointed VP for Administration is on board, I will make sure that she knows who about the Staff Senate, who the senators are and possibly consider meeting with our Executive Committee as well.

All in all, this election process was a great success. The number of nominees and the interest in the Staff Senate has greatly increased due to our hard work in getting the message out there. The method of voting has been highly received and comments are very positive that this is a very simple, easy and user friendly way to cast votes for this annual event. I thank Colette Becker for overseeing this process and Paul Petroski for taking time to verify our election results.

Another year of nominations and elections is over. We now get ready to bring on some new Staff members representing each and every school on this campus. Many of the administrative and operations offices are also represented. We have a diverse and impressive listing of UMB Staff that are dedicated to the issues that affect the UMB staff that we represent and to the shared governance that we are tasked to perform within the system. All my best to everyone who participated in this process. Well Done!

Community Outreach - No Report

CUSS: Dave Delooze

CUSS, The meeting was held at UMBC and Dr. Freeman Hrabowski, III, President opened the meeting welcoming CUSS to UMBC and spoke a little about his campus and the importance of Shared Governance throughout the USM.

The Chair's Report, A. Larry Lauer, Chair reported that he attended both the Board of Regents and Chancellor's Council meetings during the previous month (April 2009) and said the discussion at both meetings were about the FY10 budget and that USM appeared to be in good shape (However, since those meetings a report has come out regarding an expected revenue shortfall in Maryland of \$200 Million, so no one knows exactly what affect that will have on USM budget).

Chancellor's Liaison's Report: Rosario Van Daleen reported that the non exempt pay plan

There was no new business discussed at the Cuss Meeting with the exception of nominations for new executive committee members to be voted on in June (Chair, Vice Chair and Secretary. The Members at Large are nominated and voted on in August).

Standing Committees:

Special Events: Jill Venezian and Libby Guarnera

Meeting was canceled. Next meeting will discuss Holiday Bazaar/Craft and talking about speakers for upcoming events

IT Steering: Ron Kasl

The UMB IT Steering Committee meeting took place on April 9th 2009 from 2:00 to 4:00 p.m. in the HS/HSL 5th Floor Gladhill Board Room.

* Dr. Murray stated that there is no problem with withdrawing furlough amounts from our paychecks.

- * Microsoft Exchange 2007 Server was deployed
- * download problem with RAVEN system will be fixed by April 12, 2009
- * in about 6 months Exempt employee will be guinea pigs for the electronic time sheets system -- as part of this, people might be reminded (or required) to switch to electronic pay stubs
- * campus is in process of acquiring an already built data center on West Lexington Street, which can help to bring our CyberInfrastructure to a competitive level with other universities -- however, Dr. Murray was not able to answer my question regarding how individual schools and departments will be able to take advantage of this resource since the "acquiring" process is "complex"
- * telephone charges should be less whether people are using VOIP or not
- * Chris Phillips pointed out that individual schools and departments are getting better at taking advantage of shared resources that help take the price down -- he encourages everyone to do just that (if you need new applications, first check out what we already offer)
- * Dental School has presence on Second Life -- they are creating a 3D Dental School to increase global reach, enhance learning and encourage professional collaboration. Second Life is a free virtual 3D world:
<http://secondlife.com/whatis>
- * Lani Barovick said that HR is redesigning its web site. Also she pointed out that they are writing anywhere they can to improve services for our employees -- that came out after a question about the exposure of Social Security numbers of some SHPS participants in Flexible Spending Accounts.

For more please see minutes from the meeting and the updated IT plan

Minutes from the meetings can be found at:
<http://www.umaryland.edu/cits/ITsc.html>

Updates about the campus IT plan can be found at:
http://www.umaryland.edu/cits/plan_strategy.html

If you have any questions or suggestions that you want to pass on to the IT people at our campus, please let me and Tom know in order for us to pass them to the appropriate places.

Library: -No Meeting

Parking: - No Meeting

Safety Awareness: Jill Venezian Summary of bi-monthly Campus Security Meeting, May 7, 2009

- Crime is seasonal, opportunistic. At graduation, people let down their guard. Don't leave your valuables in plain view in your car or otherwise unattended. Remember that handicapped parking tags are not traceable if stolen and fenced. Use the lever, if your car is a late model, to disable the trunk opener next to the driver's seat. Otherwise, a smashed window yields access to your trunk and its contents.
- The camera system is starting to pay dividends. The campus police will publish areas under surveillance, without divulging the specific location. They may even use signs, as suggested by a student: "Smile, you're on Candid Camera!"

- The campus police now have 62 officers. They have concurrent jurisdiction with the Baltimore City police. The university police act on property, leased, owned, or under control of UMB (this includes the Arena on graduation day).
- There will be an increased force and security measures for the new Campus Center, HSHSL, and the athletic facility in Pratt Garage.
- There was a question about differentiating the Caravan (the student shuttle bus service that operates after hours) from the police walking escort and escort patrol van services. For the police services, call x 66882 for either one. The walking escort operates 24/7, and the patrol van from 6:00 p.m. till 12:45 a.m. Upon request, the escort patrol van will go to the Howard St. Light rail or the Eutaw Street subway stop.
- Next meeting will be the 1st Thursday in July.

Sustainability Committee -No meeting

Old Business:

Elections

Ballots go online May 11, 2009

Pictures of candidates are on staff senate website

Elections will be held May 11-22, 2009

New Business:

Phyllis Lovito—open discussion of limiting terms of executive committee

- Term limitations give senators opportunities to run for offices
- Moving chairs, i.e., the vice chair would automatically become chair after a specified period of time
- since we currently vote on executive committee, term limits may not be necessary
- time/flexibility issues with leadership roles and positions held on campus

Aphrodite Bodycomb—Dr. Ramsay was appointed to Women’s Forum, conference in October at Salisbury State University

Class seminars will be offered

Adjournment: The meeting was adjourned at 1:03 PM.

Respectfully submitted,
Danielle Brown