

# Draft

University of Maryland, Baltimore Staff Senate  
Open Meeting Minutes  
June 4, 2009  
HSF1 Room 5186

## Roll Call:

Present Senators: Colette Becker, Danielle Brown, Ken Fahnestock, Libby Guarnera, Andrea Lefever, Tom McHugh, Phyllis Lovito, Liz Casher, Dave Delooze, Shannon Cooper, Debbie Horstman, Ronald Kasl, Pat Boland, Lisa Anderson, Jessica Wilkinson, Marlene King, Gynene Sullivan

Excused Senators: Aphrodite Bodycomb, Kim McCorr, Bernadette Taylor, William Hoffman, Bill Griffin, Jean Marie Roth, Jill Venezian

Ken called the meeting to order at 12:07 PM and asked for the Roll Call.

Minutes: Minutes were postponed until a quorum was present

New senators were introduced and welcomed on by Ken Fahnestock.

**Remarks from the Executive Committee:** Meeting was held on May 29, 2009

- Results of the elections; 18 nominations for 7 open seats (for exempt)
- There were 425 voters which is doubled from last year
- Outstanding number of write-in candidates for the non-exempt excluded—total of 6 nominations in which 3 accepted to serve
- All schools are now represented
- Ken Fahnestock will send an e-mail to the new senators and invite them to the June meeting
- Ken Fahnestock will also send an e-mail to Dr. Ramsay and Lani Barovick announcing the new senators; also send a letter to the new VP, Kathy Byington
- Ken Fahnestock also thanked Colette Becker and Paul Petroski for the work they did to complete the elections.

**Meeting with HR** -Meeting was held on June 2, 2009 (with Elaine Gill)

- Discussed the payroll reps meeting held on 6/4 which covered the HR service center issues
- Payments for international services
- Again, no merit or COLA for FY10
- W4 and FICA
- Retro pay
- Benefits and compensation for FY10
- UMB mentoring program began its pilot and has been successful; HR is looking for people to participate in this program
- The pilot consisted of 10 mentors and 10 protégés—questionnaire at the beginning of program which asks the protégé they would prefer professional or cultural mentoring
- Colette Becker will send out the program materials to the list serve
- The mentors that participated in pilot enjoyed this program and have all signed up to participate again
- The budget is expected to be cut additionally
- FLSA (federal law) states that when exempt employees go on furlough, they become non-exempt

- Staff senate would like to examine and/or know if HR will address how much labor was lost during the furlough period
- Feedback from staff if the furlough helped people use some of their time that otherwise would have been lost
- Staff senate again addressed the need to included and if furloughs were to happen again give the staff flexibility in working schedule
- SB 372—foster children applied to tuition remission; will this also apply to part-time workers

**Meeting with President Ramsey - Meeting held on May 12, 2009**

- New VP Kathy Byington
- No COLA, merit FY10
- Faculty pay increases is being watched strictly; limited to recruitment only
- UMBI being absorbed; faculty will be transferred (80 % is currently SOM)
- If there is a bid for UMBI, UMB would like to keep this facility
- Colette Becker—because staff senate meeting are now smaller, senate would now like to use name tags to show representation at campus meeting and events

**Committee Reports:**

Campus Life - No Report

By Laws - No Report

Policy and Legislation: No Report

Communication - No Report

Nomination - No Report

Community Outreach - No Report

CUSS: Dave Delooze

**Standing Committees:**

**Special Events:** Libby Guarnera

Meeting next week (week of June 8, 2009) to discuss what crafts will be shared at the craft fair; Nov/Dec prospective speakers for up coming events

Farmer's Market every Tuesday from 10:30 - 2:00 PM in the courtyard across from the hospital

**IT Steering:** Ron Kasl, Tom McHugh  
Format for Facebook

**Library:** -No Meeting

**Parking:** - No Meeting

**Safety Awareness:** No meeting

## Sustainability Committee -Pat Bolland

Summary of bi-monthly Campus Security Meeting, June 3, 2009

### Meeting Notes Campus Sustainability Steering Committee

June 3, 2009

Present: R. Rowan (Operations and Planning), K. Baker (Student Rep), C. Banks (Chair, Education and Awareness Committee), A. Fowler-Young (Capital Budget and Planning), T. Green (Chair, Transportation Committee), M. Hohing (SOL), V. Hollamon (Chair, Operations Committee), R. Milner (Parking and Commuter Services), G. Robinson (SOM), P. Tate (FM), B. Taylor (Operations and Planning), G. Viola (Facilities Management), Mary Alice Hohing (SOL), P. Boland (SSW)

President's Climate Commitment will be submitted by January 2010. Part of this plan will include the Carbon Neutrality Plan which is currently in the draft stages. The draft Carbon Neutrality Plan will be disseminated to this Steering Committee for comments before it is given to the President and the Deans for comments. The draft should be ready for distribution within the next two weeks. We are looking at several strategies including recommendations to reduce office size by 10%, fuel cell or photovoltaic energy plants, a cap on new parking and aggressive, subsidized alternate transportation options.

B. Rowan reported that the UMB Energy Benchmarking Report (comparison of FY 08 vs. FY 09 YTD BTU/sf) showed that the total campus energy consumption is down almost 10%.

#### **Committee Reports**

##### **Transportation and Teleworking:**

T. Greene reported that the new carpooling program is scheduled to roll out in June 15, 2009. Marketing of the program includes creating a check stuffer flyer that was distributed with checks on May 15<sup>th</sup>. Signs have been placed in specific garages that say "Future Carpooling Reserved" To date five spots has been identified and as participants enter the program, additional reserved spots will be made available. Flyers have been posted in garages and the Parking web page will include information on the program. In addition, T. Greene is working with OEA on a tri-fold brochure that will give detailed information about the carpool program. The brochures will be located strategically around campus. Plans are being discussed as to the best way to get the carpooling information to affiliates such as UPI and MIEMSS.

The Parking Office has reviewed the IFB from Procurement regarding the Car Share program and has made changes and returned the document to Procurement and are now awaiting an RFP.

R. Milner and V. Hollamon are working with a vendor who will provide a design to best utilize the space in the Pratt Garage. The space can hold between 22 and 37 bikes, depending on the design. V. Hollamon commented that the bike cage idea came forward in response to riders wanting a safe place to park bikes; however, the cages will only address security and not address the issue of bike riders parking their bikes inside of buildings. This issue will continue to be discussed.

The Downtown Circulator is still slated to move forward with the new service up and running in early September 2009. Current plans are to have the Downtown Circulator make six stops within the BioPark loop. More details will be provided as the program date nears. No finale schedule has been developed yet.

##### **Education and Awareness:**

Go Green posters have placed around campus. V. Hollamon is purchasing the easels to put the posters on. Individual posters have been placed on digital displays across campus.

New projects include add sustainability information to student orientations; encourage movement to electronic paystubs campus-wide, creating an online suggestion box, increasing the percentage of recycled paper on campus to at least 30%.

Information on sustainability will be on the Fall Fest table; students will be asked to help man this table. Also, S. Flaherty will be the contact person for OEA while C. Banks is on extended leave.

### **Design and Construction:**

The design and Construction Subcommittee met on May 12. They continue to work on the IDEA Lab.

The Photo voltaic installation at Hidden Waters was bid, only one bidder submitted and the price was extremely high but the information will still be presented to the Foundation for consideration.

The solar heating unit at Saratoga is being investigated as a design build. T. Morse is looking for an installer who can do it with existing information and nor go through a formal design process. The tour of the Chesapeake Bay Foundation Building Platinum LEED building was very interesting.

They are also looking at timers and occupancy sensors in the SOM and SOL.

### **Operations:**

V. Hollamon continues to negotiate with EHS to accept unprotected rechargeable batteries because they are considered hazardous waste. He will report to the group his progress. Also, the drop off point for old computers has not been successful; to date, no old computers have been placed in this recycle bin. The surplus website for the campus is getting significant activity - almost 30 items have been posted on the website.

### **New Business:**

Farmer's Market: WJZ did a report on the Farmer's Market which is held every Tuesday of each month and will be located in Plaza Park along the Paca Street side of the park

Go-Green Room: The Room will be inside the new Campus Center and is approximately 600 sf. K. Baker is working as the coordinator for this project with such issues as lay-out, and displays. The Go Green Room will open at later than the August building opening.

Communication: The group continues to express concern over the best way to reach the entire campus with information. P. Boland commented that information simply does not drill down to all of the faculty, staff, and students in her school. R. Rowan suggested that he or other members of the Sustainability Committee would be willing to speak at any of the SSW meetings to discuss what the campus is doing as it relates to sustainability. The Communications Committee is considering developing a brief presentation that can be used in student/staff orientations as well as literature that can be placed in the Green Room of the Campus Center. This committee is also considering creating a sustainability newsletter for current faculty and staff that would be edited and published through OEA. It was noted that Ron Hube in OEA is doing a major article on the opening of the Campus Center. We should add information about sustainability.

The next meeting will be on July 1, 2009 at 11:00 am, in Room GR-1001 of the Saratoga Building.

B. Taylor  
6/3/2009

**Old Business:**

None

**New Business:**

Nominations for executive committee were taken however after review of the bylaws these nominations are void. Nominations will be taken at the July meeting.

**Adjournment:** The meeting was adjourned at 7 PM.

Respectfully submitted,  
Danielle Brown