

# Approved

University of Maryland, Baltimore Staff Senate  
Open Meeting Minutes  
February 04, 2010  
HSF1 Room 5186

## Roll Call:

Present Senators: Lisa Anderson, Danielle Brown, Shannon Salyer, Ken Fahnestock, Bernadette Taylor, Jessica Wilkinson, Libby Guarnera, Roy Ross, Aphrodite Bodycomb, Tom McHugh, Phyllis Lovito, Jean Marie Roth, Ronald Kasl, Marlene King

Excused Senators: Gynene Sullivan, Kim McCorr, Colette Becker, Dave Delooze, Pat Boland, Bill Hoffman,

Ken called the meeting to order at 12:01 PM and asked for the Roll Call.

Minutes: Ken asked for questions on minutes. Correction was made to remove Jessica Wilkinson name (listed twice in present senators). Motion by Shannon Salyer and seconded by Phyllis Lovito to accept the minutes with correction.

Remarks from the Executive Committee: Meeting held on 1/25/2010  
Bylaws will be discussed at the next months meeting (March 04, 2010) and voted during the April 01, 2010 meeting.

Meeting with HR: Meeting held on 2/02/2010

- Lani Barovick presented the HR Strategic Plan and HR training for departmental HR reps
- WLS update
- Electronic time sheets for exempt employees only-there are two ways to complete training, in classroom and through the website UPK tutorial.
- Ken Fahnestock encourages everyone to take a look the training
- WLS newsletter
- James T. Hill Scholarship-applications are due 3/5/2010
- Staff luncheon award-suggestion was made to cut costs of the luncheon however commitments were previously in place for this year's ceremony. The plans for the next award ceremony are typically made immediately after the current year ceremony. HR will keep this in mind when negotiation the award ceremony for 2011.
- Staff senate survey-Ken Fahnestock summarized a few of the topics that were directed to HR and presented the responses to Lani. Some examples are as follows:
  - Increasing the number of vacation hours to carryover
  - Encourage promotion within university
  - Access to University of Maryland System jobs
  - Home buying incentives for employees
- Ken Fahnestock will send a revised list that was sent to HR to staff senate

Meeting with President Ramsey: Meeting held on 1/12/2010

- Budget update-President Ramsay is working with UMCP to address furlough vs reduction
- Plans to use some of the fund balance to offset deficit
- Working to make sure campus receives some increases/equity across the campus

## Committee Reports:

Campus Life - No report

By Laws - No report

Policy and Legislation- No Report

Communication - No Report

Nomination - No Report

Community Outreach -Jean Marie Roth Meeting held 2/4/2010

Community Outreach had a brief meeting after our last Staff Senate meeting, but nothing was finalized. We talked about giving of our time rather than collecting for an agency in the coming months. We are awaiting feedback from one or more of the schools in the area where we might want to give of our time by reading to the students, helping with homework, etc. after school.

CUSS - No Report

Standing Committees:

Special Events: Libby Guarnera

- Craft Fair was a success
- Black History Month- C. Fraser Smith as the speaker was a success;
- Women's History Month looking at Stephanie Rawlings-Blake as a speaker or forum (with Claire Fraser Liggett, Phoebe Haddon (new SOL Dean), Kathy Byington are inconsideration as the panel)

IT Steering: Tom McHugh

- Topic tables-topics were placed at tables around the room and recorders were at the tables to tape items discussed. Each member went back to the table he/she felt strongly about-some items discussed were as follows:
  - Actively negotiation campus contracts for video conferencing
  - Using an open source technology for social networking
  - Reducing CITS and schools individual email servers, i.e., SOP now uses campus email

Library: No Meeting

Parking: Bernadette Taylor-Meeting held on 1/12/2010

- Charm City Circulator is doing well; however unable to count UMB riders
- Ride share program info will be out within a week; \$8/hour includes gas. Parking office will send out an email with details
- Bike cage will be installed this month and also the swipe card access (42-46) spaces will be available in Pratt Garage
- New budget for new year-committee will review in March 2010
- Bids for Pratt construction
- Elevator repair for Baltimore Grand Garage
- Lexington Garage renovation slated for 2012
- Green parking hand tags switch over to payroll deduction and pre-tax

Safety Awareness: Next meeting March 2010

Sustainability Committee - Bernadette Taylor, meeting held February 3, 2010

Present: R. Rowan (Facilities and Operations), M. Cardarelli (Faculty Senate), T. Fahey (SON), J. Getz (Student) T. Green (Parking), T. Morse (FM), J. Phillips (SOD), B. Taylor (Facilities and Operations), G. Viola (FM), R. Ward (Academic Affairs), A. York (Student)

B. Rowan updated the group on the impending renewable energy purchasing agreement that USM/UMB/State will be participants. At the January 19, 2010 meeting at Towson University, group continued discussions on the purchase of 20% renewable energy through a power purchase agreement. By 2015, energy will come from two land-based wind generators, solar energy, and an off-shore wind generator resulting in 20-25% renewable energy purchased. The impact on the campus carbon footprint is approximately 7% reduction for the first year. Contracts are being finalized with USM and the state of Maryland for this power purchase.

#### Committee Reports

##### Transportation and Teleworking:

The Charm City Circulator held its kick-off on January 11, 2010 at the Baltimore Convention Center starting at 11am without any problems. Currently there still needs to be some lane stripping completed as well as a few stop changes (i.e., moving some stops a few feet). Riders will be advised of the changes once the moves have been completed.

The new secured bike cage has not been completed yet; however, once the cage has been installed and the Secom system installed, the cage should be open for business by early March. T. Green will talk with L. Kozak in OEA for help and guidance on publicizing the program. The cage will hold 42 - 46 bikes; the cost to utilize the cage has not been finalized.

Advertisement for the car share will begin within the next two weeks with March 1, 2010 slated as the official kick off date. The media blitz will include mass emails, flyers distributed, signage around campus, and information on the Parking Office web page. Rates to rent are \$8/hour (which includes gas). Membership into the program is mandatory to rent a car; the application fee and membership fee is waived for the first six months of the program.

##### Education and Awareness:

The group continues working on an Earth Day celebration. They are also looking at promoting the recycling program and the renewable energy procurement. A SOM student has joined this committee.

##### Design and Construction:

The group welcomed two new members - John Phillips (Dentistry) and Pam Crowe (Pharmacy). The Idea Lab continues to move forward. Talks are underway with local A&E schools (i.e., Morgan State, UMBC, and UMCP) to solicit participation in the project.

Several initiatives are being explored: alternative office lay-outs to possibly eliminate single office usage which will increase daylight into rooms with the elimination of walls; refocus on air flow/air change rates in labs (EHS is willing to reduce airflow but they want the capacity to flush the air flow which mitigates any construction savings).

##### Operations:

The annual recycling report is completed and shows a recycle rate of almost 30%. The Climate Action Plan goal is 50%.

New Business:

G. Viola shared with the group a very rough draft of the CAP status report that will be updated on a regular basis. The report follows the CAP goals and action items in a summarized format. Any comments, thoughts, ideas or suggestions are welcome. Once the report has been updated, it will be added to the sustainability webpage.

A. York reported that the Green Room will launch a mural contest with students presenting their ideas at a grand opening of the room on Earth Day (April 22<sup>nd</sup>). Applicants' works will be on display until the end of finals week before being judged. The Green Room would also like to display information on the Climate Action Plan, the Charm City Circulator, the campus carbon footprint and any other items that have come from the Sustainability Committee. Items to be included in the Green Room for display can be sent to A. York. It was suggested that an article in the Voice would help publicize this event. C. Banks will contact A. York for details.

The next meeting will be on March 3, 2010 at 11:00 am, in Room GR-1001 of the Saratoga Building.

B. Taylor  
02/04/2010

**Work Life Strategies:** Ken Fahnestock Meeting held on 2/1/2010

- State wellness program- Dean Reece is heading this initiative; this is a program/executive order from DHMH with 3 working groups (Dean Reece is one)
- Working with UMMS and UMBI
- Dean Reece met with faculty-Family Medicine will open office and have designated office hours for staff, faculty and students beginning May 2010
- OAA has hired Associate Vice President-Wellness for Students

**Old Business:** Staff Senate Survey- Ken Fahnestock and Tom

There were 11 categories

Tom McHugh requested a joint letter be sent from Dr. Ramsay and Dean's on campus to encourage and not penalize employees that would like to use the gyms on campus

BOR staff awards- 2 nominations were submitted

**New Business:**  
None

**Adjournment:** The meeting was adjourned at 1:16 PM.

Respectfully submitted,  
Danielle Brown