

Approved
University of Maryland, Baltimore Staff Senate
Open Meeting Minutes
January 07, 2010
HSF1 Room 5186

Roll Call:

Present Senators: Lisa Anderson, Pat Boland, Danielle Brown, Shannon Salyer, Dave Delooze, Ken Fahnstock, Bill Hoffman, Bernadette Taylor, Jessica Wilkinson, Colette Becker, Libby Guarnera, Jessica Wilkinson, Roy Ross, Aphrodite Bodycomb, Tom McHugh,

Excused Senators: Jean Marie Roth, Gynene Sullivan, Kim McCorr, Ronald Kasl, Marlene King, Phyllis Lovito

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 Colette Becker and seconded by Dave Delooze to accept the minutes.

Remarks from the Executive Committee: No Meeting

Meeting with HR: No Meeting

Meeting with President Ramsey: No Meeting

Committee Reports:

Campus Life - No report

By Laws - Ken Fahnstock

The Staff Senate Executive Committee met 01/25/2010.

Part of the agenda was discussion regarding proposed changes to our current by laws.

With input from Kenneth Fahnstock, Dave DeLooze, Danielle Brown, Tom McHugh and Jean Marie-Roth the following proposed changes were made to the current Staff Senate by laws:

Section IIIC, the last sentence originally read "The elected members shall begin their Senate service immediately after the initial election"

Since we are trying to clarify when exactly new Senators take office, the following was added after the word service:

"at the July meeting immediately following the verification of the election process just held. This way, it is clear that newly elected Staff Senators start their service at the July meeting.

Section IVH2, This section was never clear since it stated that scheduled Executive meeting not to exceed 10 meetings was our by law. The fact of the matter is that the Staff Senate Executive Committee is scheduled to meet every month. Therefore, the change was made to read "Monthly Scheduled Executive meetings but not less than ten (10) meetings".

Section VA4, It is important to clarify who will fill this position. We therefore included the following statement:

"This position is normally filled by the immediate past Senate Chair but can be filled by any past Senate Chair. This position is appointed by the current sitting Senate Chair. If there are no

past Senate Chair members or if no one wishes to accept the appointment to this position, the position will remain vacant.”

Section VB, This section needed to be re-written to clarify when our nomination process would take place and how our election of officers will be conducted annually. The following is proposed to replace this section:

“Nominations for Executive Committee officers for the upcoming term will be accepted in May and up to the start of the voting process at the June meeting. The officers will be elected by the Senate membership for a term of one (1) year by written ballot or verbal vote during the June Senate meeting and will take official office at the July meeting.”

Section VC, This section originally referred to the Executive committee meeting a minimum of 5 times each year. Since we have already addressed this in section IVH2, this section was just revised to say” The Executive Committee shall fulfill the following functions”

Section VIIA, This section of the original by laws refers to section VIIIB. There is no section VIII in our by laws and this simply needs to be changed to say section VIIB.

Policy and Legislation- No Report

Communication - No Report

Nomination - No Report

Community Outreach -No Report

CUSS: Dave Delooze
Meeting at UMUC meeting held January 26, 2010

Agenda

Welcome: meeting was gavelled to order at 10:00am by the Chair Mr. Willie Brown. Chair Brown introduced Susan Aldridge, PhD, and President of UMUC. President Aldridge welcomed all of the CUSS members and spoke for about 20minutes about UMUC and their world wide mission. UMUC exists in 40 countries and in the several war zones such as, Iraq and Afghanistan. They have 94,000 students presently where roughly half are U.S. Military personnel.

Minutes Approved: The Minutes from the December Meeting at USM were read, discussed, amended and approved.

Chairs Report:

- A. Chancellor’s Meeting: The Chair attended the Chancellors Council Meeting and listened to topics such as new proposed on-line courses, discussion from a BRAC meeting held at Aberdeen Proving Grounds. No staff topics were discussed. Nothing new with the budget,
- B. Merit Pay Policy Review Committee: Cuss has been asking for the formation of a committee to discuss the Merit Pay Program and more specifically, additional merit pay for Above Standards and Outstanding Ratings. This was a start up meeting with attendees introducing themselves. Approx. 6 campuses are represented along with one VP of A&F, HR Systems Rep and the Vice Chancellor for Administration. There will be more meetings to follow. Notes will be forwarded to CUSS members from JoAnn Goedert, Asst. Vice Chancellor for Administration.

Chancellor's Liaison:

- A. The market study for the Exempt Pay Category scheduled for FY 11 has been deferred until FY 12 due to budget constraints,
- B. HR Representatives will start training for this year's Health Benefits Fair and Open Enrollment

USM is setting the foundation for its strategic planning to run from FY 2010 to FY 2020. CUSS has been asked as part of the Shared Governance to look at Staff Development issues and programs such as; BEST, an acronym for; Building Excellence through Staff Training.

New Business: There was a brief discussion to be continued regarding USM employees being able to carry up to 600 Annual Leave Hours over through the next calendar year. CUSS believes that employees are encountering double jeopardy (loosing earned leave because they were unable to use it all and having to take furlough days which may be the culprit for staff loosing the earned leave time) Can explain in more detail at the next meeting.

Standing Committees:

Special Events: Libby Guarnera

- Craft Fair was a success; committee will let us know total funds-over 50 tables were rented
- Women's History Month/Black History Month- looking at C. Fraser Smith as the speaker for Black History Month; Claire Fraser Liggett, Phoebe Haddon (new SOL Dean), Kathy Byington are in consideration as the panel for Women's History Month
- Scavenger Hunt will be held for the spring 2010-currently planning

IT Steering: Tom McHugh

- Survey to evaluate the IT on campus was circulated-polled what we think is important to form the 3 year plan

Library: -No Meeting, next meeting schedules for 12/9/09

Parking: No meeting

Safety Awareness: Lisa Anderson

- Chief Antonio "Tony" Williams (currently UMBC Chief of Police) will take over as Police Chief and Director of Public Safety for UMB
- 700 block of MLK will be repainted
- 3 speed cameras will be installed
- Woman was hit by a truck; it was later determined that it was pedestrian error
- Lexington Market Clean Up-there have been 30 narcotic arrests, 4 quality of life arrests, 15 misdemeanor/traffic; they are also addressing the homeless issue and helping homeless find shelters
- Walter P. Carter Center-currently no patients; close date is set for June 2010 however the methadone program is still in operation
- The gym is serving as a homeless shelter-in by 7PM and must be out by 5AM
- Suspended officers @ MLK, Washington and Saratoga temporarily; these officers patrolled these intersections for 16 weeks
- Lists of all speed cameras in Baltimore will be distributed

Sustainability Committee - Pat Boland, meeting held January 6, 2010

Present: R. Rowan (Facilities and Operations), K. Baker (SOM), Clare Banks (OEA), P. Boland (SSW), M. Cardarelli (Faculty Senate), D. Choiniere (UMMS), T. Fahey (SON), J. Getz (Student), T. Green (Parking), V. Hollamon (FM), J. Phillips (SOD), G. Robinson (SOM), P. Tate (FM), B. Taylor (Facilities and Operations), G. Viola (FM), R. Ward (Academic Affairs)

K. Baker was introduced to the group as the interface with student organizations and the Green Room in the Campus Center. Her role is to advise organizations and to facilitate cross-student collaborations. She can be reached at kbaker@medicine.umaryland.edu.

B. Rowan discussed sustainability activity that has occurred in Copenhagen. He explained that although there is no concrete commitment yet, 14 countries have agreed to fund \$30 billion of mitigation/development by 2012 and \$100 billion by 2020 geared toward sustainability. Details continue to be developed and it is not sure yet how much each country will contribute.

G. Viola outlined a purchasing agreement that USM/UMB/State will participate in that includes the purchase of 20% renewable energy through a power purchase agreement. By December 2010, energy will come from two land-based wind generators; in out-years, energy will be purchased from solar energy and an off-shore wind generator. The impact on the campus carbon footprint is approximately 7% reduction for the first year. A January 19th meeting has been scheduled with USM and the state to further discuss the agreement.

Committee Reports

Transportation and Teleworking:

The Charm City Circulator kick-off is January 11, 2010 at the Baltimore Convention Center starting at 11am. The UMB Ride will overlap for this day only. The new buses will be training on campus this week. Due to a delay in a traffic light install at the corner of Green and Lombard Streets, the bus will not make a stop at this corner until the work is complete which should take about 4-6 weeks. R. Rowan will talk to Mark Thompson in OEA to post a notice on the campus web page. He will also encourage posting on individual school home pages.

The new secured bike cage should be completed by the end of February. Access control will be finished after the bike racks have been installed; eventually a camera will be installed. T. Green will talk with L. Kozak in OEA for help and guidance on publicizing the program.

T. Green is working with Hertz to develop marketing for the car share program. The Parking Office anticipates that the program will be fully up and running by late February 2010 and will include three vehicles initially. However, if the demand increases, the number of cars can be increased.

Education and Awareness:

The group is exploring how to include campus sustainability efforts into orientation packets. The group is also working on an Earth Day celebration. They are also looking at promoting the recycling program and the renewable energy procurement.

Design and Construction:

The group continues to move forward with the Idea lab on top of the Lexington Garage. Talks are underway with local A&E schools to solicit participation in the project.

The solar power/thermal heating project is received one bid for \$40,000 with a 50 year payback which makes this project economically unfeasible. The group is looking into getting rebates or grants to help defray the cost of the project but for now, the project has been placed on hold.

The re-commission effort is waiting for funding. The group is also working on timers for the SOL and is working with HSFII to install timers on lab equipment.

Operations:

In the Saratoga Building's 14th floor ladies room, paper towel dispensers that have been replaced with air hand dryers is receiving very positive feedback. On this floor alone, the net savings potential is around \$60,000 over ten years.

The campus is expected to receive the ionized floor cleaning equipment this week for the Campus Center. This will eliminate the need for floor cleaning chemicals.

The annual recycling report is being compiled and is expected to be distributed by the February meeting.

The Relamp Crew is in the process of retrofitting all incandescent lights campus wide because it is expected that by 2011, locating and purchasing incandescent lighting will become impossible.

V. Hollamon and T. Morse are in the process of conducting research on the impact of reducing assigned space through a theoretical reduction of 30%. The recently updated and not yet published Facilities Master Plan calls for a 10% reduction of space. The goal of this research is to determine the impact on the campus if space was smaller and paper was stored electronically.

New Business:

The Book Swap program continues in the Green Room and will likely continue until the next program has been initiated in the room. Plans are underway for a mural art contest to be prominently displayed in the room. R. Ward hopes that the room will be interactive with exhibits/programs/opportunities to think green.

The Medical Center is working with UMMS who have agreed to sponsor a Green Team Committee with representation from all the hospitals in the system, and UMB.

J. Phillips said that the LED prototypes have arrived for the SOD and will be retrofitted. He also told the group that space heaters are in high usage in the Dental School.

T. Fahey told the group that SON is collecting nursing books to send overseas. V. Hollamon mentioned Books International Goodwill (BIG) that recycles books for overseas use in libraries.

P. Boland asked for consultation with Facilities Management regarding sustainability in SSW especially around lighting and electricity. Her concerns are: what should be done due to building being old and what can be done as basic upgrades.

Dr. Cardarelli urged the group to look at paper reduction. It is something we have control over and it takes up a great deal of space which then has to be heated and cooled.

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

B. Taylor
01/07/2010

Work Life Strategies: No Meeting

Old Business: Staff Senate Survey- Ken Fahnestock and Tom McHugh will send out to Staff Senate for review

BOR staff awards- Ken Fahnestock and Colette Becker are working with Pat to review nominations

Colette Becker will contact HR for service nominees

New Business:

Parking-Bernadette Taylor- a question was asked during our last meeting about cars parked in the garages that are over the parking space lines. If you see a car(s) parked over the lines, please call parking office and ask for the director who will then go out and make a report and have the car ticketed. The truck that was also in questions does have a monthly parking permit

Carpool spaces cannot be allocated back to general parking; they will always be designated/reserved as carpool spaces

Dave Delooze and MCC-state hopes to raise \$4MM; currently at \$2.5MM; UMB raised \$430k (last year UMB raised \$480K)

Ken Fahnestock- James T. Hill Scholarship deadline 3/5/2010; Colette will send out an email to campus and also update the website with the picture from the winter drive

President Search Committee- Interviews will be held next week

URecFit is offering free classes

Ken Fahnestock suggested that we start an old book collection and donate

Adjournment: The meeting was adjourned at 12:48 PM.

Respectfully submitted,
Danielle Brown