

University of Maryland, Baltimore Staff Senate  
Open Meeting Minutes  
March 03, 2011  
Howard Hall 520

**Roll Call:**

Present Senators: Ken Fahnstock, Dave Delooze, Bill Hoffman, Jessica Grabowski, Carol McKissick, Lisa Anderson, Pat Boland, Tom McHugh, Jean Marie Roth, Tammy Dinsmore, Phyllis Lovito, Danielle Brown, Marlene King, Tony Brown, Colette Becker, Dawn Flair, and Roy Ross, Pam Smith.

Excused Senators: Rita Butera, Bernadette Taylor, Gynene Sullivan.

Ken Fahnstock called the meeting to order at 12:06 PM and asked for the Roll Call.

Ken Fahnstock introduced new Staff Senator, Pam Smith.

**Minutes:** Ken Fahnstock asked for questions on minutes for January meeting. Motion by Dave Delooze to accept the minutes as amended and seconded by Dawn Flair.

Meeting was closed to vote on bylaws changes. Unanimous decision to change by-laws. Ken Fahnstock will send changes to Colette Becker to post to our website.

Meeting was re-opened.

**Remarks from the Executive Committee: Meeting held 2/28/2011**

- By-laws changes to adjust staff representation
- Recommended to increase total number of senator from 18-20 (exempt from 14 to 16) and alternates (from 3 to 4)
- Pete Gilbert's update on Strategic Plan
- Nominations for community service awards
- Jim Hill Scholarship applications needed
- Phil Davis has left UMB; Ken Fahnstock will invite Pam Smith to return as an alternate

**Meeting with Human Resources:** No Meeting

**Meeting with President Perman:** No Meeting

**Committee Reports:**

**Campus Life** -None

**By Laws** - Ken Fahnstock

According to our Staff Senate by laws, it was time to review the staff on the UMB campus to determine if there was proper representation of exempt and non-exempt excluded Senators that make up the UMB Staff Senate.

Back in February 2007 we had the following data from Eric Danoff.

Exempt Staff - 1681

Non-Exempt Excluded Staff and Contingent 2 Staff - 208 Police officers - 9

At that time we changed our bylaws to adjust to the 2007 numbers as follows:

Exempt Senators 14  
Non-Exempt Senators 4

Current UMB Staff numbers

Exempt Staff - 1949  
Non-Exempt Excluded Staff and Contingent 2 Staff - 188 Police officers - 47

Based on these figures, a recommendation was presented by Danielle Brown and Dave Delooze that we add two additional exempt Senators to the Staff Senate for this next election process.

After discussion with the entire Staff Senate, it was determined that we should also add one additional alternate position bringing the total to 4 alternate seats.  
Final discussion on this issue was concluded at the February Staff Senate meeting and voted on at the March meeting.

Representation will be as follows:

Exempt Senators 16  
Non-Exempt Senators 4

Alternate seats 4

Final vote at the March meeting was in favor of the additional two Exempt Senate seats and 1 additional alternate seat that will be added to this year's election ballot.  
Staff Senate by laws have been updated and posted to the UMB Staff Senate website.

#### **Policy and Legislation- Roy Ross**

Hearing was held on 3/2/2011 (SB87) "President Millers Bill"; Maryland Senate President Thomas V. Mike Miller. Maryland is one of the few state's that pays the entire teacher pension costs. This bill would require local governments to pay a portion of the teacher's pensions (50% or so). The committee felt that Maryland should continue to pay for now and delay the requirement of the state portion of the payment for 1-2 years.

State Legislature still needs \$621MM in cuts; however, it is unknown at this point where this is coming from. As it stands now, UMB is not part of the \$621MM. Chancellor Kirwan is against any more furloughs or reductions.

UMB will most likely not be a part of the VSP (voluntary separation plan). UMB does not want to give up the positions of people that are approved to participate in the VSP. The state legislature felt that those positions held by persons that participate in the VSP would go back to the stand and therefore UMB would not participate.

There are a list of bills regarding pensions and healthcare. Ken Fahrenstock will send these out to the Staff Senate for review.

Annapolis CUSS Day was held last Tuesday. There were 11 Staff Senators in attendance. Patricia Harris introduced CUSS to the Senate and then CUSS members were taken on a tour of the House of Delegates. The CUSS members then took the letters regarding the lack of a staff retention plan and delivered them to Delegates and Senators .

**Communication - Colette Becker**

Colette would like to have all updated minutes for the Staff Senate website. Danielle Brown will forward these to her attention. We will also need an updated list from HR for the upcoming elections. Colette will get this from HR and update the list serve.

Colette is also working on the CUSS website which should be unveiled April 2011.

**Nomination** - Nominations will begin on April 16, 2011. Ken will update the form.

**Community Outreach**—Jean Marie Roth

This committee will meet after the Staff Senate Meeting today.

**CUSS** -None

**Standing Committees:**

**Special Events**-Jessica Grabowski

Women's History Month 3/28/2011

MLK recap

**IT Steering:** No meeting

**Library:** No meeting

**Parking:** No meeting

**Safety Awareness:** Lisa Anderson

- Public Safety was allocated 78 security offices. The department is in the process of hiring 5 new security officers to be fully staffed.
- Public Safety currently has 8 vacant police officer positions.

**Crime Statistics**

January 2011 - 4 Garage Thefts - thefts from vehicles  
2 Thefts cars parked on street

4 thefts - buildings - SMC Campus Center, Dental School, HS Library, Law library

February 2011 - 5 Crimes on Campus - 4 thefts, 1 assault  
the 4 thefts were crimes of opportunity; people leaving their things unattended.

The areas around the plaza garage/park area and Lexington market are major areas of crime.

Traffic Enforcement officers have given out 21 citations.

Gas Smell - EHS, BGE have investigated the smell and confirmed that it is actually Sewage and not gas; not harmful.

The week before Labor Day 2011, the City will start closing many of the streets in preparation for the upcoming car race.

On 3/1/11 @10:50 am EST a SOL student was struck by a car at the intersection of Baltimore & Paca Streets. Student was treated and released.

Please note students can also be on the Safety & Awareness Committee.

**Sustainability Committee:** Bernadette Taylor, March 2, 2011

Present: R. Rowan (Facilities and Operations), C. Banks (OEA), P. Boland (SSW), D. Choinere (UMMC), T. Fahey (SON), T. Green (Parking), M. Hohing (SOL), V. Hollamon (FM), F. Lilly (AA), K. McManus (AA), R. Penn (SGA Student Rep), J. Phillips (SOD), B. Taylor (Facilities and Operations), G. Viola (FM)

A webinar hosted in FM is scheduled for 3/3/2011 at 2:00pm regarding the campus demand response program.

The November energy statistics by building were circulated.

An article from CNN discussed shrinking offices and cubicles; in 1994 the average office size was 90 sf and in 2010 that size was down to 75 sf. This trend to downsize is the result of rising construction costs and energy costs.

A draft document that is proposed to be submitted to the Dr. Perman about the use of flex time during the summer months was distributed to the group for comments. After discussing the document, B. Rowan agreed to incorporate the suggestions that include adding language about health impacts and energy equivalents, and the fact that the program can be tiered to accommodate service needs. A teleworking policy also needs to be created. The group was asked to review the updated document and submit comments to Mr. Rowan by Monday, March 7.

## **Committee Reports**

### **Transportation and Teleworking: Tony Green, Chair**

The Parking office has received several calls for information on the campus carpooling program as a result of the rising gas prices. The car share program is having a special on car rentals for the month of March. Existing members can rent a car for four days and receive three days of free car rentals. This information will be posted in an article in the Voice. It only applies to current members. Also, a motorcycle parking discount program is being explored.

### **Education and Awareness: Clare Banks, Chair**

An article about the upcoming spring Farmer's Market will be posted in the Voice.

### **Design and Construction: Terry Morse, Chair**

Several people are interested in joining this group and will be invited to the next meeting.

### **Operations: Vassie Hollamon, Chair**

New MDE guidelines on calculating recycle rates have helped to increase the numbers that will be reported. The 2010 recycle rate is approximately 25%; however, the new reporting interpretation has helped increase those numbers to over 48%. Also, MDE revised regulations will require significant re-piping of all underground fuel storage tanks.

### **New Business:**

The Medical Center has received the Environmental Excellence Award for 2010.

Students and faculty in the School of Social Work are interested in sustainability and will meet at the end of the month to discuss next steps. P. Boland asked if members of the campus sustainability group would be willing to speak to the SSW group from time to time.

R. Penn, SOP Student Representation, reported that students have seen recyclable materials get dumped in with regular trash. He was asked to have students report this issue immediately when it is witnessed to V. Hollamon.

The next meeting will be on April 6, 2011 at 11:00 am, in GR-001 of the Saratoga Building.

**Work Life Strategies:** No meeting

**Old Business:**

Administrative Leave discussion. The time used for admin leave depends on the start time of your daily work schedule or shift.

The zero tolerance policy was discussed again. It was suggested that HR add a link to the application page that would explain how to answer the questions correctly. This policy needs to be cleaned and communicated to the campus. Staff Senate Executive Committee will forward these suggestions to HR during our next meeting.

Walter P. Carter center plans to move off campus in the future. The new location will be near M&T Bank Stadium.

**New Business:**

Colette Becker-CUSS; Towson State University staff senate have a seat on their faculty senate as a liaison to the group. These representative attend the faculty senate meetings. Also a member of the faculty senate attends the TSU staff senate meetings. Colette has requested that this be discussed in the executive committee meeting and possibly having a member of our staff senate attend our faculty senate meeting (and vice versa).

Marlene King extended her thanks and appreciation for appointing her to the President's Diversity Council. Elsie Stein is reviewing a plan for the faculty and student retention plan however a staff retention plan is not mentioned. Marlene will bring this to the committee's attention during the next meeting.

Who are we? It was suggested that we design a mechanism for staff senate to send a blurb about who we are and what we do.

Strategic Plan update by Pete Gilbert and Dr. Steve Bartlett (see handouts)

**Adjournment:** The meeting was adjourned at 1:40 PM.

Respectfully submitted,  
Danielle Brown