

UMB Staff Senate
Open Meeting
MSTF BIORESCO, 2nd Floor
August 7, 2014

Roll Call:

Present Senators: Amanda Azuma, Colette Beaulieu, Laura Bell, Craig Boegner, Nancy Bowers, Bill Crockett, Colleen Day, Ken Fahnestock, Angela Hall, Susan Holt, Carl Jackson, Carol McKissick, Kate McManus, Janet Nance-Richardson, Sandy Rollins, Roy Ross, Nakiya Shurman, Bernadette Taylor, Lois Warner, Yimei Wu

Excused Senators: None

Absent Senators: Danielle Brown, Kiscia Cannon, Cynthia Hollis, Kevin Watson

Kate McManus called the meeting to order at 12:10pm.

- I. Revisions/corrections/approval to July 10, 2014 meeting minutes
 - a. The list should always include 24 senators (annotated as present, absent, or excused).
 - b. Cynthia Hollis was at the July meeting; she is listed as absent.
 - c. The word Bylaws is always one word.
 - d. Section V.C should be struck from the minutes.
 - e. Section V.D should indicate that Mr. Hollamon will be invited to “a” meeting and not the “September” meeting.
 - f. The July 2014 minutes were approved as amended.

- II. Remarks from the Executive Committee
 - A. The meeting with Ms. Powell was held on July 15, 2014. In Marjorie Powell’s absence, the Executive Committee met with Joe Smith, Executive Director of Human Resource Services. Minutes were distributed. No questions, additions, or corrections were noted.
 - B. The Executive Committee will meet with Dr. Perman on Tuesday, August 19, 2014 at 8am. Any questions or comments for this meeting should be forwarded to Kate McManus.
 - C. A food survey, developed by Carl Jackson, Member-at-Large, has been distributed to the committee. The purpose of the survey is to gauge food choices so that he can make fair decisions about what types of food to order for the Staff Senate meetings.

- a. Also discussed was how best to market the Staff Senate to the campus. To be as effective as possible, we need to be as multifaceted as possible to raise our staff senate profile. Suggestions included: to send a quarterly email to those represented by the Staff Senate asking for ideas, issues, or concerns that can then be forwarded to campus leadership (which does not replace the periodic town halls held by the President); use the televisions across campus to advertise; place posters in building lobbies; adding a byline to email signatures
- D. The issue of how best to disseminate information to the campus was discussed at length during the July Executive Committee meeting. It was determined that the best way to ensure that all information is reviewed for relevancy and communicated to the campus timely is the following:
- a. Any items that a senator would like to have sent out to the campus will need to first be submitted to the communications committee.
 - b. The communications committee will then review the information and make a determination about whether to forward the request to the Executive Committee or not.
 - c. If forwarded to the EC, the information will be sent out via Colette. If the request is denied, Kate McManus will contact the original requestor to discuss.

III. Old Business

A. Committee Elections/Volunteers:

a. Campus Appointments:

- i. President's Outreach Council:
- ii. Community Engagement:
- iii. Safety Awareness: Carol
- iv. Events:
- v. Parking Policy Committee: Angela (primary), Susan, Lois (alternates)
- vi. Sustainability Committee:

b. Senate Committees:

- i. Communications: Yimei (chair), Colleen, Nancy, Susan
- ii. Community Outreach: Laura (chair), Lois, Sandy
- iii. Policy/Legislation: Roy (chair), Angela, Bill
- iv. University Life: Craig (chair), Amanda, Janet, Ken, Nakiya,

- v. CUSS: Bill (chair), Kevin (primary), Amanda, Colette, and Janet (alternates)
- vi. USGA Representative:
- vii. Faculty Senate Liaison: Carol

B. April Minutes

- a. There was some confusion that a Senator had resigned from the committee based on an email that was sent to the Executive Committee. The April 2014 meeting minutes reflect this resignation request as submitted and accepted. A motion was made by Angela Hall and seconded by Laura Bell to open the April minutes for discussion.
 - i. To be considered as resolution on how best to correct April's minutes included amending April's minutes which may cause a ripple effect as the resignation allowed an alternate to become a voting senator; should the issue be left alone since the information regarding the "resignation" appeared in the May minutes; and where should the corrections be located (in April's minutes or in current minutes).
 - ii. After discussion, Bill Crockett called the question and all discussion had to be drawn to a conclusion. The group voted to:
 - amend April's minutes (5);
 - not amend April's minutes but to add information into current minutes (14);
 - be abstained from voting (1).
 - iii. Because of the majority vote not to amend April's minutes but to add information into the current meeting minutes, the only information to explain the April meeting minutes' correction will be included in the August minutes as follows:

The senator who was inadvertently removed from the Staff Senate will remain an active member of the Staff Senate. Any appointments made in response to this error will remain in place. The Executive Committee will create a process to let senators know when they are in danger of being dismissed from the Staff Senate. Dismissal is considered as an option when a senator is absent for more than 25% or four meetings.

IV. New Business

- A. Parking: A vanpool event was held on July 17, 2014 and had between 40 and 50 people in attendance. Major areas represented at this event included Harford, Howard, Annapolis, and Washington counties. The Parking Office is now working on logistics for the vanpool and will schedule additional group meetings to get ridership feedback.
- B. School Supply Drive: The Community Outreach Committee, in conjunction with Promise Heights will be collecting school supplies from August 8 – 21, 2014. Laura Bell will send out a flyer with details on where to drop off supplies and a wish list. If anyone would like to have a collection box in their location, please add the information to the flyer before distributing.
- C. The American Heart Association Heart Walk: Planning for the 2014 Heart Walk is underway and volunteers are needed!. The walk is scheduled for October 11, 2014. UMB chair is Jina Bacchus in HRS. She is looking for volunteers for this important event. Details can be found at www.heartwalk.org.
- D. Sustainability: As the campus continues to look for ways to reduce its budget, savings in energy costs are being considered. Mayor Rawlings-Blake is looking to sell four city garages. The University is considering purchasing the Market Center Garage. One major concern in purchasing this facility will be the safety and security of staff and students. The campus shuttle will begin running on August 18, 2014 with no changes in its current schedule/routes.
- E. Meeting speakers and locations are being scheduled for the 2014-2014 term. Below are the confirmed guest speakers and meeting locations. Tentative future speakers include Dean Reynolds, Dental and Pres. Perman. Anyone interested in hosting one of the open meetings should contact Kate McManus.

September 4 – Vice President Jim Hughes, Biopark, 801 W. Baltimore Street, Life Sciences Conference Room

October 2 - Vice President Michael Dowdy, Development Office, Lexington Building, 02-111

November 6 – Associate Director Vassie Hollamon, Operations and Maintenance, Saratoga Building, GR-001 Conference Room

December 4 – Executive Director Kevin Kelly, Government Affairs, location TBD

January 8 - NO MEETING

February 5 - Dean Tobin, School of Law, location TBD

March 5 – Assistant Vice President Flavius Lilly, Academic & Student Affairs,
location TBD

April 2

May 7

June 4

July 2

V. Adjournment

Motion was made by Angela Hall and seconded by Laura Bell to adjourn the meeting. Meeting was adjourned at 1:30pm. Following the meeting, Senate Committees met with their assigned groups to decide on a chairperson for each group.

Respectfully submitted,
Bernadette C. Taylor
8/11/2014 (updated 8/21/2014)
(Approved and Amended 9/4/2014)