Staff Senate April Meeting Minutes

Thursday, April 7th, 2022, 12:00 p.m. – 2:00 p.m.
Virtual Zoom Meeting ID: 95407702922 Passcode: 889744

Call to Order
The meeting was called to order by Staff Senate President, Christina Fenwick.

Attendees
Voting Members: Irene Amoros, Ayamba Ayuk-Brown, Gregory Brightbill, Timothy Casey, Taylor DeBoer, Allison Dietz, Maria Drayton, Aaron Graham, Christina Fenwick, Jade Grant, Jill Hamilton, Kecia Hitch, Susan Holt, Latoya Ludd, Mary Phelan, Thomas Hockensmith, Lakeisha Wilson, Shawnta Privette, Shereece Singleton, Priti Wakefield, Lei Zhang

Non-Voting Members: Kristy Novak

Alternate Member:

Leadership: Dr. Bruce Jarrell, Dr. Dawn Rhodes, Chief Leone


Absent Members: Edress Brunson, Jillian Iffland, Shilpa Shah, Nancy McDowell

Establish Quorum (50% +1 = 13 voting members): Quorum is achieved at 21 voting members

Approval of March 2022 Meeting Minutes
• Motion to approve, 1st Taylor DeBoer and 2nd by Priti Wakefield
• Motion passed Unanimously

Welcome and Leadership Updates
• President Bruce Jarrell
  o Deans & Vice Presidents discussed the future of telework at UMB
    - A task force will be set-up shortly.
  o Deans’ searches continue – Dean of Medicine candidate here today, School of Law candidate were here on campus, earlier this week.
  o A Conversation with Chris Wallace – Mr. Wallace spoke virtually to the UMB community on April 7, 2022.

• Chief Leone
  o Lighting updates on campus – positive response from campus with the new upgraded lighting.
  o Eutaw Street initiative in full swing – social work interns working with the UMB police officers and also collaborating with the Sons of Phoenix to
support outreach work, including helping to find jobs, suits for job interviews, getting vital records, etc.

- The new comfort K-9, Poe is getting used to the campus and will be available soon for visits with the UMB community
- Continuing to prepare for graduation – several ceremonies on campus and off campus – working with stakeholders to secure officer staffing.
- Monitoring what is going on around the city and around the state to be ready to meet the needs of the community. The goal is for a safe place to work, learn and live.

**Bill Joyner (on behalf of Dr. Diane Forbes Berthoud)**
- The Diversity Advisory Council (DAC) in the process of being restructured – how the DAC can best meet the needs of the campus moving forward.
- Staff Senate appoints a member of the DAC, and the team would like to discuss partnerships with Staff Senate.

At this time, Vice President, Gregory Brightbill, took over the meeting as President, Christina Fenwick, had to leave to tend to university business.

**Committee Updates**

- **Board of Regents: Susan Holt**
  - Packets are being evaluated at this time for the Board of Regents winners
  - Winners will be announced in Summer 2022.

- **UMB Staff Award: Gregory Brightbill**
  - Staff Award from the UMB Staff Senate
    - Propose to the President’s office for a UMB staff member
    - Recognize an Exempt Staff member – still trying to figure out all the logistics for the award.
    - More details to follow.

- **Communications: Ayamba Ayuk-Brown & Jade Grant**
  - The Staff Senate Newsletter will now come out every 4th Thursday of each month to UMB Exempt Staff.
  - Staff Senators are responsible for reporting what is each committee is doing and share this information with Communications monthly, to promote these items, so all UMB staff know what is coming up for staff.
  - Each committee should designate a person to share what happens on their committee with the Communications team.
  - Staff Senate Work Request Form:
    - Please submit all items for the newsletter here: [https://www.umaryland.edu/ssenate/what-we-do/](https://www.umaryland.edu/ssenate/what-we-do/)
  - Staff Senate website needs to be restructured and will take time to update and change.
    - The committee is aware of this, please share your feedback/suggestions with Ayamba Ayuk-Brown (via email: Ayamaba.Ayuk@umaryland.edu or via phone 6-3424)

- **Community Outreach: Taylor DeBoer & Aaron Graham**
  - Cold weather kit donation drives raised almost $2,600
  - Thank you to the School of Nursing and the UMB Police Department for partnering with the Staff Senate.
Thank you to everyone who volunteered, shared the information with their schools and supported the drive – we appreciate and thank you!

- **Council of Staff Systems: Susan Holt**
  - We met virtually on March 15th on the campus of UMBC. We were welcomed by outgoing President Hrabowski who thanked the staff senate for their service throughout the years. He spoke about the importance of building relationships as you build your careers, he stressed that success is never final, always strive to be more. He stated that one of the highlights of his career at UMBC is seeing the students succeed.
  - Linda Gooden, Chair of the Board of Regents spoke about her role, and the roles of the Board of Regents in supporting the system. She mentioned there are seven new board members this year and some of their priorities are cyber security, strengthening the relationship with higher education, hiring internally and retaining our Presidents as we look to fill 1 vacancy.
  - The administrative professionals conference registration is still open. This is free to all USM employees. There will be panelists from most of the system schools. It's 100% online and you can register here: [USM Training & Development - USM (usmd.edu)]
  - We debriefed Advocacy Day, what went well and what did not.
    - We are trying to come up with ways to get more student government involvement.

- **Elections Committee: Shereece Singleton & Ayamba Ayuk-Brown**
  - Spring Staff Senate election – open to Exempt UMB staff members, who can self-nominate – through emails and the Staff Senate website.
  - Please help the Elections committee and spread the word about elections in your schools.
  - Staff Senate Meet & Greet – Thursday April 14th, 2022, at 1pm – 2pm in the SMC Campus Center, Room 210 –
    - Staff Senators will be available to talk to staff about what happens on Staff Senate and answer questions.
  - Important dates to remember:
    - **Calls for self-nominations period will begin and end:**
      - Monday April 4, 2022, through Monday April 18th, 2022
    - **Staff Senator Meet & Greet – SMC Center**
      - Thursday April 14, 2022, from 1pm – 2pm
    - **Election voting will begin and end:**
      - Monday, May 2, 2022, through Monday, May 16, 2022

- **Policy and Legislation: LaKeisha Wilson**
  - Administrative updates were made to the handbook.
  - Focusing on the direction of this committee moving forward.

- **Returned to Campus Ad Hoc Committee: Jillian Iffland & Shilpa Shah**
  - Final Returned to Campus survey results sent to President Jarrell in February 2022
  - Final Returned to Campus Executive Summary sent via Staff Senate email March, 2022.
  - Vice President, Gregory Brightbill thanked the committee for all the hard work and effort put into the survey and summary.
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Lei Zhang

- University Life: Latoya Ludd & Tom Hockensmith
  - The Staff Senate Town Hall was a huge success. Gregory Brightbill thanked Tom, Latoya, and the entire University Life committee for their hard work.
  - 358 attendees at the Virtual Town Hall on March 17, 2022.
  - 460 people had pre-registered for the virtual event
  - Thank you to the participants - Moderated by Staff Senator, Aaron Graham with Human Resource Panelist Patti Hoffmann, Director, Compensation & Benefits and Sunday Jones, Director, Employee/Labor Relations.

- Executive Committee: Christina Fenwick
  - President Jarrell: discussed telework feedback from staff and the Returned to Campus survey; and the upcoming elections for Staff Senate.
  - Dr. Dawn Rhodes: New Assistant Vice President, Malika Monger - Evanco will begin at UMB May 1st, 2022; updates regarding COLA for summer 2022; we also discussed telework and the presentation Elisa Medina has presented to other groups on campus.
  - Please send Christina Fenwick any questions you would like added to the agenda for the Quarter 4 Leadership meetings.

Campus Liaisons Updates

- Arts & Culture Committee: Aaron Graham
  - 1807 Journal submissions are in, and artists will be notified shortly.
  - Saturday May 7th is the UMB Community Festival from 11am – 2pm
  - Green Street Mural update– finalizing design for Greene Street.
  - For more information: 1807: An Art and Literary Journal - UMB Council for the Arts & Culture (umaryland.edu)

- Communications Council: Ayamba Ayuk Brown
  - This group now meets Quarterly
  - Next meeting is Wednesday April 27th, 2022

- Covid-19 Health Task Force: Gregory Brightbill
  - Greg gave an update that the task force is reconvening.

- Faculty Senate: Lei Zhang
  - Updates from faculty presented

- Funding Model Working Group: Ayamba Ayuk-Brown
  - Continued discussion of the FY 2023 Funding model

- President’s Diversity Advisory Council: Gregory Brightbill
  - Gregory Brightbill is the current member of the DAC.

- Parking and Transportation: Kecia Hitch
  - Pearl Street Garage back entrance is now open from 3-6pm daily
  - EV Focus Group gave feedback that there is a lack of EV charging stations in the UMB garages.
  - Saratoga garage is the only daily staff parking garage available on campus.

- President’s Council for Women: LaKeisha Wilson
  - No updates to share

- Safety Awareness: Latoya Ludd
  - No updates to share currently
  - This committee meets quarterly, and the next meeting is May 11th, 2022, at 10am.
• Facilities & Operations 5 Year Plan Meeting: Aaron Graham & Tim Casey
  o Meet to discuss how to best use the space here at UMB.
  o Collected Staff Senators shared feedback about the campus maintenance and facilities.

Presentation from Parking & Transportation Services
• Presented by: Angela Hall, Director of Parking & Transportation Services & Robert Milner, Executive Director of Auxiliary Services
• Presentation included the following: Parking & Transportation Services Overview, who parks on campus, parking rate increases, revenue/expenses, garage maintenance and how we are moving forward.
  ➢ Parking & Transportation Services website
  https://www.umaryland.edu/parking/

Presentation from Human Resources Organization and Employee Development
• Presented by: Mike Noll, Acting Director; Kelly Ward, OED Specialist
  ➢ Other OED staff include, Michelle Hunt, Senior OED Consultant and Elisa Medina, Career Development Manager.
  ➢ Programs Include: Building Bridges, UMB Career Essentials, and Emerging Leaders, UMB HR Essentials, Management Essentials, and eLearning.
  ➢ For more information: https://www.umaryland.edu/hr/current-employees/organization-and-employee-development/employee-development-and-learning/

New Business:
• UMB Cure Scholars Senior Sendoff Campaign
  ➢ The University is raising funds to assure that UMB CURE’s graduating scholars head to college in the fall with all the essential items they’ll need to succeed.
  ➢ Donations are being accepted here: https://elm.umaryland.edu/elm-stories/2022/Give-to-the-UMB-CURE-Senior-Send-Off-Campaign--.php
  ➢ Please share with your colleagues and networks across the UMB community.

• April is Core Values Month here at UMB!!
  ➢ UMB’s new core values are:
    • Respect and Integrity: We value each other and hold ourselves accountable for acting ethically and transparently using compassion and empathy.
    • Well-Being and Sustainability: We care about the welfare of our people, planet, communities, and University.
    • Equity and Justice: We embrace and are committed to diversity, and we value inclusive and just communities. We oppose racism and oppression in all their forms.
    • Innovation and Discovery: We imagine and explore new and improved ways to accomplish our mission through education, research, clinical care, and service.
  ➢ For more information or to download a poster for your workspace, please visit the website: www.umaryland.edu/president/core-values/
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- Question about the PDP Process
  - PDP information has been collected during this Staff Senate term to share with Campus Human Resources.
  - Dr. Rhodes explained that the PDP process will not be changed this year and to note, the UMB Core Values will be incorporated in the future.

- Discussion with staff senators about returning to in person/hybrid Staff Senate meetings in the future:
  - Hoping there is some virtual/hybrid format moving forward
  - Virtual component has allowed a large increase in staff attendance across the campus community.
  - Considering staff schedules and individual comfort level as Covid-19 is still relevant.
  - Past President, Kristy Novak, noted the importance of having in person meetings is a huge benefit – the camaraderie and joy seeing people face to face with fellow Senators and the Senior Leadership.
  - Idea of a quarterly in person Staff Senate meeting was discussed. We will need to innovate and make thoughtful decisions moving forward.
  - As decisions are made, the Executive Committee will inform the Staff Senate and the campus community.

- Salary Transparency on UMB Job Descriptions
  - Hiring and recruiting is impacted – if the candidate does not know the salary and then offered the salary, the range is not what they wanted, the hiring is continued and time is wasted by the hiring team, when if the salary was indicated, it saves time and money for potential employees and UMB.
  - The job title is not a good indicator of what the job will pay. Offering the salary range gives potential employees information they need to make an informed decision before the hiring process is drawn out.
  - Helps with equity and for folks who do not have good negotiating skills when asking for a salary.
  - Employees funded by grants - Equity – when people are on grants – can the grans support the equity? There is a choice to say yes, or no. Departments can say no to an equity increase, if the person is funded by a sponsored grant. If we are truly trying to change the culture around equity, why can these increases not be approved and implemented? The Executive Committee will look into this request.

Adjournment

A motion to adjourn the meeting at 1:58 p.m. by Ayamba Ayuk Brown, and 2nd by Priti Wakefield.

Next meeting – May 5, 2022, 12pm – 2pm via UMB Zoom

Minutes submitted by: Jill Hamilton, Staff Senate Secretary

Minutes approved: May 5th, 2022