

WELCOME TO THE HEALTH SCIENCE LIBRARY

Meeting Minutes

August 6th, 2015

Present for Roll Call

Amanda Azuma, Kiscia Cannon, Ken Fahnestock, Angela Hall, Susan Holt, Carl Jackson, Carol McKissick, Janet Nance-Richardson, Mona Kiriakos, Karen Underwood, Sandra Rollins, Lois Warner, Kevin Watson, Marie Brown, Nicole Barber, Riham Keryakos

Excused from Roll Call

Colette Beaulieu, Colleen Day, Roy Ross, Nakiya Schurman, Yimei Wu

Absent from Roll Call

Elisa Medina, Pamela Wright, Carleveva Thompson

Committee Assignments

- Carol McKissick (past chair) lead the August 6th staff senate meeting, as both the President and Vice-President were unable to attend the meeting.
- This meeting was partially dedicated to understanding and creating goals to the staff senate committees.
- The BOR Staff Award committee is a limited time committee. This committee works with the President's office to facilitate the nomination process and review all nominations for the Board of Regents Staff Awards from UMB. Serving on this committee is; Kiscia Cannon, Ken Fahnestock, Angela Hall, Janet Nance-Richardson, Mona Kiriakos, Riham Keryakos.
- The Communications Committee facilitates communications for the Staff Senate to have a presence on campus. Serving on the communications committee are: Kiscia Cannon, Susan Holt, Kevin Watson, and Yimei Wu. The goals of the committee are to maintain a presence for the Staff Senate on campus and provide a means for staff to reach the body which represents them at UMB.
- The Community Outreach Committee participates in and may coordinate events related to improving the welfare of individuals in the local Baltimore community. These events may include fundraising for local charities or volunteer work. Serving on this committee is; Elisa Medina, Mona Kiriakos, Karen Underwood, Lois Warner, Sandra Rollins. The community outreach committee has already begun their goals for the year. Totes have been placed in all building on campus, the back to school collection is underway and will end on August 21st. The next collection will be for the Veteran which is collaboration with Ashley Valise from

the Dean office. The veteran's collection will be followed by a Christmas collection for holiday gifts, and lastly there will be an ongoing effort to collect business attire for transitioning adults.

- The Policy/Legislation Committee reviews all Staff Senate by-laws at the appropriate time, researches by-law issues and potential outcomes of a change. The committee recommends amendments, as needed, but only after ensuring a change will not compromise the integrity of the Staff Senate. As part of legislation the committee or a representative is responsible for tracking all bills, proposals within the state or federal government that may impact staff of the University of Maryland, Baltimore. Serving on this committee is; Angela Hall, Carol McKissick, Janet Nance-Richardson, Marie Brown, and Roy Ross. The goals set by this committee are to clarify mission statement, improve communication about policy issues and dissemination of information to UMB Staff. And encourage communication between UMB Staff and their constituents and increase UMB Staff participation and advocacy on policy issues
- The University Life committee addresses issues that directly affect staff and their day-to-day life at UMB. They have addressed, and continue to address, issues such as affordable day care, leave donation, seniority issues, time keeping, staff recognition, and staff morale. Serving on this committee is; Pamela Wright, Nicole Barber, Riham Keryakos, and Carleveva Thompson. University life plans to reach out to the
- The mission of the Council of University System Staff (CUSS) is to provide a voice for staff and employee concerns in reference to basic decisions that affect the welfare of the University System of Maryland (USM), its constituent institutions, and its employees. CUSS functions in an informed advisory role in administrative areas and in the functional support aspects of academic matters. Serving on this committee is; Amanda Azuma, Kevin Watson, Roy Ross, and alternates Angela Hall, and Carl Jackson,

Approval of Minutes

The minutes were approved with corrections, and a motion was made to approve the minutes by Carol McKissick and second by Ken Fahnestock.

Remarks from Executive Committee

The executive committee met with Joe Smith from HR.

- Joe Smith assured us that the search for a new head of HR was underway, they are currently in the interview process and the search should be concluded very soon.
- He also plans to run and promote the HR 101 for new managers and for employees who aren't new, but may have had a role change.
- Joe Smith also explained in detail the new TALEO system. TALEO is an Oracle system with a feature called Talent Intelligence that has embedded analytics,

automatic information-gathering throughout the entire recruiting process, and many valuable ways to manipulate and extract recruiting data. This works best for large companies who get over 100 applicants daily or weekly need software like this. Taleo will extract key words to reduce the pool before a recruiter lays their eyes on resumes. While there are many complaints by applicants stating that it is not user friendly and somewhat tedious, most companies and recruiters enjoy the benefits. UMB has switched to TALEO per the request of central HR and to align with UMUC, UMCP, UMBC, and UMES.

Executive Committee

- Executive Committee met with President Perman for our August standing meeting. We expressed continued concerns for campus safety, especially the crosswalk in front of the HSFI. Colette emailed the Chief and there was an officer patrolling that day.
- The 1st round of the interviews has been completed for the VP of HR position, they plan to have a 2nd round and then final interviews, which both faculty and staff senate President's will be invited to attend.
- The information being distributed for "Duty Day" policy is inconsistent and as of the date of the meeting with Dr. Perman had not been distributed completely. Dr. Perman will be asking Dr. Roger Ward to follow-up with the Staff Senate on this issue.
- The child care concern has changed as the person heading the search is no longer with UMB. However, they are still looking for a national provider. With changes to space there may be an on campus options which is being reviewed.
- On July 17th some members of staff senate attended the shared governance retreat. At the retreat we created and gained a true understanding for the definition of shared governance. We examined how shared governance works at UMB and suggested ways to improve it. The main steps were to communicate, and evaluate shared governance over the upcoming school year and then revisit the progress in late fall then again in the spring.
- The West Side have 5 schools that UMB plans to donate too this fall. Carol suggested that we have a "Go Fund Me" account, or some other way to electronically receive funds. This is helpful in several ways; if people can only contribute some money multiple contributions can purchase a new uniform. Also it relieves those who can't physically lift or transport items.
- The standing staff senate meeting was rescheduled to allow people to attend the Middle States Accreditation Town Hall meeting.

New Business

- The University Life committee has been in contact with the Everyman Theater. The play starts at 7:30 and the doors open at 7:00pm. The play is called “An Inspector Calls”. The price is \$20 or \$22.50 (This is a 50% discount based on A or B seating)
In addition – We will have available if this date is chosen a “chat and chew” with some of the actors from the play.
- Duty Day on campus is causing a bit of confusion, as there was information distributed to the school of medicine announcing the acceptance of the Duty Day on campus beginning in early fall 2015 for staff and mid-fall for faculty. However, not all schools received the announcement.
- **Questions – Carol McKissick posed the question “how can we make staff senate more visible on campus”.** A suggestion was made by Mona Kiriakos to perhaps publish a small tid-bit about an instance where the staff senate resolved an employee issue. Ken Fahnestock reminded us that the staff senate sending emails was stopped by the campus and we’re only to use The Elm, and if we do send out any e-mails our list serve should be updated. After Mr. Fahnestock, a veteran member of the Senate, gave his opinion on this subject, one of the newly appointed members of the Staff Senate, Marie Brown stated that she felt that some of the veteran members were being discouraging. Ms. Brown feels that as staff senators our role is to assist with positive change and information dissemination on campus. Lois Warner explained that the advice was not meant to be discouraging, but guidance preventing a committee from wasting time trying to reinvent the wheel.

Adjournment

A motion to adjourn the meeting was made by Carol McKissick, and the motion was second by Amanda Azuma. The next general meeting will be at 11:30am on September 10th, 2015 in the School of Pharmacy.

Minutes submitted by: Amanda Azuma, Secretary

Approved by: