University of Baltimore Staff Senate
Accomplishments and Challenges, 2014-2015
as compiled at the UBSS annual retreat,

Accomplishments by Month

June 2014
- **held second annual retreat**, which invited all incoming and outgoing Senators and committee representatives to reflect on the past year’s accomplishments and challenges, to develop an action plan for the coming year and to finalize the Senate Meeting and Communication procedures; products included a document that outlined the year’s accomplishments/challenges, an official written action plan for the coming year all of which were shared with the entire Senate membership and with the Senate’s ex officio members
- **Meeting with Mary Maher** - Kristen (incoming chair) and Bill (incoming vice chair) met with Mary to discuss communication plans, propose ideas on how UBSS can collaborate with HR on a number of initiatives (Title IX, for example), and to discuss a possible staff training/retreat day that coincides with Staff Appreciation Day on campus.

July 2014
- **Binder for Kurt** – Giordana (outgoing chair) and Kristen (incoming chair) compiled documents that gave an outline on what UBSS is, has accomplished, and goals for the upcoming academic year.

August 2014
- **Initial Meeting with Kurt 8/12/14** - Kristen (chair) and Bill (vice-chair) met with President Kurt Schmoke to discuss shared governance and the purpose of UBSS here at University of Baltimore.

September 2014
- **UBSS Meeting (9/8/14)** -
  - **Guests**
    - **President Kurt Schmoke** was a guest at the first UBSS meeting of AY14-15 to discuss the freshman program and to get feedback from UBSS senators and constituents on how to move forward with these discussions.
    - **Mason Paris, Julie Persell (OTS)** discussed the future implementation of Office365 and the positive impact it will have on the UB community.
  - Assigned constituent areas to senators, voted to elect Keiver Jordan as the alternate for CUSS
- **Committees** – nominated and elected committee members to the four shared governance committees
- **Continued to provide coverage for a UBSS representative to attend all new employee orientations** as request by HR
- **Resolution #3 sent to Mary, HR** - a memo was proposed, voted on, and drafted by the UBSS Executive Board to request information regarding communication between HR and the ad hoc Staff Recognition Committee and the process of the BOR Awards.
- **CUSS (Council of University System Staff)** held their meeting at UB on 9/23/14.
October 2014

- **Resolution #4 Proposed on 10/1/14 – passed**
  - Resolution to request a UBSS presence on the Strategic Enrollment Team (SET), that will be discussing long-term enrollment strategy solutions as it pertains to the freshman program.

- **UBSS Meeting (10/13/14) –**
  - **Guests**
    - President Kurt Schmoke gave an update on the discussion of freshman programs and acknowledged UBSS’ resolution. He agreed that a staff member should be present on the SET Committee.
    - Jackie Slahor, UB Benefits Manager, discussed changes to the benefits plan.
  - Committee charges/challenges were discussed.

- **Resolution #3 Update** – communication between the UBSS Chair and Mary/Rebecca was ongoing. Mary and Rebecca will be meeting with the UBSS Executive Board in November.

- **Resolution #4 Update** – per the President’s request, the UBSS Executive Board provided three names as candidates to serve on the UB SET Committee. Lisa Park, Asst. Dean Academic Affairs and Student Services in the Merrick School of Business, has been appointed to serve on the SET Committee.

- **Ad hoc Staff Awards Committee** – John Brenner sent out initial invites to discuss the BOR Awards and deadlines

- **UB Block Party** – the GSC Work Life Committee hosted a table at the fall 2014 UB Block Party (10/30/14).

- **Request for a web form** (to be used for comments, suggestions, acknowledgements, etc.) for the website was submitted.

November 2014

- **UBSS Meeting (11/10/14) –**
  - **Guests**
    - Laura Bryan – CAS Dean, presented information on UB’s Distinctive Freshman program
    - Suzanne Tabor – Dir. Gov’t Relations, gave an update on the Maryland Charity Campaign
    - Anita Harewood – VP Gov’t and Community Relations, discussed Title IX and what UB Staff, Faculty and Students can expect over the next academic year

- **UBSS Executive Board (11/20/14) –**
  - Mary Maher – Asst. VP HR, Ex Officio of UBSS – and Rebecca Spence – Sr. Labor Relations Leader, HR – the meeting resolved all key points of the resolution; UBSS and the Ad hoc Staff Awards Committee will work on revamping the internal staff awards and the process for BOR.

- **Social Media – Facebook** – Facebook page for UBSS has been created.

- **Comment Form – UBSS Website** – the comment form is now “live.”
December 2014

- UBSS Meeting (12/8/14)-
  - **Guests**
    - **John Brenner – Program Associate**, presented information on UB’s Bridge Program (a lot of offices coordinate)
    - **John Brenner - Program Associate**, presented proposals from the Ad hoc Staff Awards Committee on changes/ideas for the BOR Awards process and the internal staff awards. Requested a sixth representative (voted/approved by UBSS).
    - **Resolution #5 Pending** – a resolution from the Ad hoc Staff Awards Committee needs to be passed in the committee, passed in UBSS, passed/supported in GSC and then forwarded to the President. This pending resolution requests that VPs/Deans nominate at least one person for a BOR each year. The committee will not do the packet work for these offices; however, they will serve in a support capacity to assist with packet completion.
    - **Election, Ronnie Brown – ALC** – Ronnie will serve as our 11th senator for the remainder of the academic year.

January 2015

- UBSS Meeting (1/12/15)-
  - **Guests**
    - **Ed Gibson – Associate Professor**, presented data collected by the Budget Committee. This was in follow up to a task assigned to the committee by UBSS in 10/13.
    - **Peter Toran – VP Communication and Planning**, gave an overview on UB’s Strategic Plan and how UBSS can contribute. It was suggested that UBSS send Peter accomplishments/goals documents each year.
    - **John Brenner – Program Associate**, presented Resolution #5 from the Ad hoc Staff Awards Committee. UBSS passed this resolution, which will then be sent to the GSC. The resolution will require all VP’s/executive level staff to nominate at least one person for a BOR award.
    - **Resolution #5** – passed.
  - **Election** timeline confirmed.

February 2015

- UBSS Meeting (2/9/15)-
  - **Guests**
    - **President Schmoke** offered his support for the Middle States Accreditation steering committee.
    - **Darlene Smith – Professor**, presented information about Middle States Accreditation and the request to have representatives from each of the shared governance groups on the steering committee.
    - **Barb Aughenbaugh – AVP Admin & University Budget Director, Harry Schuckel – Sr. VP Admin & Finance**, gave an update on the upcoming fiscal year budget (tentative) and a presentation on the different types of funding UB receives.
    - **Anthony Butler – Assist. Dir. Of Leadership CSI**, presented on the UBSS Senator’s StrengthsQuests.
Resolution proposed that would mirror UFS memo to President Schmoke, which will request that UBSS/shared governance be included in any future (possible) discussion of furloughs.

March 2015
- **Elections Held in March** – all constituents will have access to voting; this was the first time UBSS used electronic voting through OTS.
- **UBSS Meeting (3/9/15)** -
  - **Guests**
    - Jacqueline Slahor – HR Business Partner, gave an update and a reminder that the campus community must complete the “Wellness 101” questionnaire/required items by Sept. 30th.
    - Miriam King – Senior VP of EMSA – and Lisa Park – Assistant Dean, Merrick School of Business gave an update on SEPSC.

April 2015
- **Resolution #5** was retracted and revised. A UB Budget Priorities resolution was proposed and passed, which encourages senior administration to keep UBSS and all shared governance organizations involved in future budget discussions.
- **Executive Board Nominations Due** – voting will take place electronically by UBSS Senators only
- **UBSS Meeting (4/13/15)** –
  - **Guests**
    - Dave Bobart – VP for Technology and CIO, presented on the Policy for Student Social Media Privacy.

May 2015
- **Prior to the May Meeting**, John Brenner and Kristen Tull met with Mary Maher, Asst. VP HR, Ex Officio of UBSS, to discuss and craft a resolution for UB Staff Awards.
- **UBSS Meeting (5/5/15)**
  - **Guests**
    - President Kurt Schmoke updated UBSS on where things stand with the budget. He also offered his support for the UB Staff Awards Resolution.
    - Barb Aughenbaugh – AVP Admin & University Budget Director, gave an additional update on the budget.
    - Stewart (?) presented on the Fund for Excellence. Staff members are encouraged to apply.
    - Mary Maher – Asst. VP HR, Ex Officio of UBSS, gave an update on HR activities and a reminder on completing certain items (“Wellness 101,” Title IX training, etc.).
  - **AY2016 Executive Board was announced**
Challenges

- We must continue to work to stress the importance of shared governance on this campus (reflection from the fall 2014 semester – importance of passing a resolution to request a staff presence on SET).
- See the “Primary Committee Concerns” document from 2013-2014 retreat. There is still a lack of GSC follow-up and oversight as to what each committee should be doing. How do we better communicate with our committees?

Suggestions