

Meeting Minutes
Governance Steering Council
April 24, 2013

Present: Mohammed (Shiraz) Ahmed, Dan Gerlowski, Amirah Muhammad, Giordana Segneri, Chris Spencer, Debra Stanley

Absent: Margarita (Magui) Cardona

Guest: Kathy Anderson, dean of students

1. Kathy Anderson reported

- A student sent an email to all faculty, staff and students about not having commencement tickets for his family coming from overseas for his graduation. The email issue (his use of the general UB address book is a breach of policy) is being handled by Kathy's office in conjunction with OTS.
- The ticket issue is separate: There was an April 12 deadline for all graduating students to pick up five tickets each for commencement; deadline was clearly announced three times throughout the semester to students' ubalt and personal email accounts. Tickets can also be mailed. This particular student did not meet the deadline to pick up tickets.
- This year, there are more than 500 students marching, more than ever before, and with Bill Cosby's keynote address, demand is greater than ever before.
- There will be overflow accommodation in Langsdale Auditorium, the UB Student Center, etc., and Kathy's office is looking for additional space. GSC recommended LAP 308 and the Venable Baetjer Howard Moot Court Room.
- Faculty garb: Kathy will submit documentation to GSC about the garb request process; UFS is encouraged to pick up this issue for further discussion.
- The SGA president will not be speaking at commencement this semester, despite the GSC resolution. Kathy has asked Dan if GSC would like to form a broader committee to discuss issues regarding commencement. Dan responded that he assumed there is already a commencement committee. But GSC would like to learn more about the committee, since it's a University-wide effort that is appropriate to shared governance.
 - What does the current committee do?
 - Who currently serves on this committee?
 - Who convenes the committee?
- **Action item: Dan will email Kathy about setting up a meeting to also include Giordana and new SGA president, once announced (after Monday evening); Dan emailed Kathy on April 24**

2. Missing minutes

- Feb. 13: Chris will submit
- Feb. 27: Amirah will submit
- March 27: Giordana will draft and submit

- April 10: Magui will submit
 - April 24: Giordana will draft and submit
3. Town Hall follow up
- Students will send budget priorities to Dan to include in the original PowerPoint; Dan will then update and send to Giordana for posting to the GSC Web page
4. Senate Reports
- Students
 - New SGA board will be announced as of Monday evening.
 - Students have been inquiring into instituting an interfaith center on campus, a space for meditation and prayer
 - Have they spoken with the Diversity and Culture Center?
 - GSC will ask the Diversity and Work-Life committees to look into this and report at the May 8 meeting
 - Is there a meditation room/center already on campus?
 - **Action item: Dan will ask Mary Maher about this and about the existence of a lactation room; Dan sent this email on April 24, and we received a response from Mary Maher. See appendix.**
 - Faculty
 - Senators will be elected as of May 1; Dan is running unopposed for president, and Catherine Johnson is running unopposed for vice president
 - MOOCs: students provided feedback in writing; amending written policy to reflect a limited number of select MOOCs will be accepted for credit
 - Haven't heard anything more about the proposed Center for Urban Education
 - Faculty have been asked to endorse an Early Alert System, a retention effort to involve faculty, advisers and the registrar
 - The system aims to identify students performing poorly and bring the situation to the attention of appropriate advisers
 - Current system used in learning communities or in courses predominantly composed of freshmen; faculty are asked to "forecast" performance in the class prior to add/drop
 - What then happens if a student is identified as performing poorly?
 - Advisers need to be trained to deal with personal crises.

Next meeting: May 8, 12:30-2 p.m., LAP 103

APPENDIX

From: Mary Maher
Sent: Thursday, April 25, 2013 9:31 AM
To: Dan Gerlowski
Cc: Kathy Anderson
Subject: Re: Questions from the GSC

Dan,

A brief bit of research revealed a range of experiences on university campuses regarding religious and/or meditation rooms. UMBC's Women's Center's was listed as 6th in the list of top ten such rooms on college campuses with the following notation:

University of Maryland at Baltimore County:



Although located in the Women's Center, University of Maryland at Baltimore County's dedicated meditation/lactation room is open to any student wishing to relax or think in a safe, quiet space. It also holds regular yoga classes for those wanting to learn more about the discipline or preferring group meditative efforts. More independent types who still prefer some degree of guidance can visit the building's small library to check out books or recordings to walk them through a contemplative session. Soft, warm lighting, cozy pillows and couches, and a red-and-brass aesthetic create an overarching atmosphere of love, peace, and security.

I read a couple of articles at other schools that has some issues surface over 'competing' religious influences – primarily focused on proprietary-related perceived issues between Christian and Muslim students. I have copied Kathy

Anderson because she may know more about UB's past experience as I understand, there was such a room on campus (in the Business Center?) but its use is rumored to have created some problems. Another story I heard - there was such designated space in the ACC and rumor has it that its lack of use resulted in the space converting (no religious pun here) to storage.

UB announced the establishment of a lactation room for faculty, students and staff in MSB Room 429 earlier this year via the Daily Digest and forwarding of the attached notice which is included in the new hire packet for employees.

Hope this helps,

Mary

Mary L. Maher, M.A.

Office of Human Resources

University of Baltimore – *KnowledgeThat Works*

410-837-5392

Lactation Room

The University of Baltimore is pleased to announce the availability of a dedicated Lactation Room for Faculty, Staff and Students who are nursing. The room provides a private secure, clean and quiet space to express breast milk while at work. The Lactation Room is located on the fourth floor of the Merrick School of Business building, room 429. No reservation is required to use the room.

Any employee wishing to avail herself of this benefit may use the room up to 30 minutes after making arrangements with the supervisor/manager

for each lactation break. To learn more see “Frequently Asked Questions” on reverse side of this flier.

If you have questions regarding the Lactation Room, please contact:
The Office of Human Resources at 410-837-5410 or hr@ubalt.edu

Employee Lactation Room

Who can use the Lactation Room?

UB faculty, students and staff who are nursing and would like to express breast milk during their work shift.

Where is the Lactation Room located?

Room BC 429, in the Merrick School of Business building

How much time am I entitled to have to use the Lactation Room?

Each break may be up to 30 minutes, (please discuss time arrangement with your supervisor). You are entitled to reasonable **unpaid** break times to express milk which may be during regularly scheduled breaks or meal times.

How do I go about making a reservation to use the Lactation Room?

The lactation room does not require a reservation or a key; it is available on a first come first serve basis. When the employee locks the door it will indicate the room is occupied.

What can I do if my office is located far from the lactation room and need to express milk?

If the lactation room is not a convenient location, employees are encouraged to work with their supervisor to identify secure space that is more convenient for the employee.

Email to supervisors from HR Business Partners:

To: Supervisors/Managers

Subject: Opening of Lactating Room

The Patient Protection and Affordable Care Act requires employers to provide “reasonable break time for an employee to express breast milk for her nursing child for one year after the child’s birth each time such employee has need to express the milk.” Employers are also required to provide “a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk.” *See* 29 U.S.C. 207(r).

To meet the needs of these employees, the university designated a Lactation Room in the Merrick School of Business building, room

429. If the lactation room is not a convenient location, employees are encouraged to work with their supervisor to identify secure space that is more convenient. UB staff nursing mothers are entitled to reasonable **unpaid** break times (up to 30 minutes) to express milk which may be during regularly scheduled breaks or meal times and must notify their supervisor.