

University of Baltimore Staff Senate

MINUTES

Monday, Feb. 10, 2014

12:15-1:30 p.m.

BC 143

1. Approval of Minutes, Jan. 13

Meeting began at 12:10

Introductions

Vickers motion to approve minutes. Schulz seconded.

President

Langsdale design competition: Behnisch Architekten of Boston selected. This is the same firm that designed the new law building. The contract is in the process of being finalized. Drawings should be complete by the end of the summer.

Behnisch was selected because 1) We want people to enjoy working/learning in the new space, and 2) Behnisch is the leading architect for sustainability.

He's in library fundraising mode to supplement the library building. Fundraising efforts are expected to aim for upwards of \$5 million.

Postal Vehicle Maintenance site: Taking contract to BOR this week to obtain the postal truck site. This has been a seven year process. Strong partnership with Senators Mikulski and Cummings. Plan is for UB to build a facility for the postal service to move into in 2015. UB should have access to land by 2016 to begin demolition. This should satisfy space needs for foreseeable future.

Deans' Searches: CPA search launched last week. MSB dean search been progressing.

Merit and COLA: Very pleased that merit and COLA have materialized. All USM presidents made these increases a priority. With this priority, budget has been used to cover salary adjustments, which means enrollment growth will be key to increased funds.

Additional clarifying information provided by Administration and Finance:

In this fiscal year (FY2014) we have a January 2014 COLA and an April 2014 Merit.

Merit is based on the PMP completed in spring 2013.

Merit for FY15 budget is being considered now by the 2014 Legislative Session. UB will be notified if there will be merit for FY15 and which performance period the merit would be based on.

At this time, there is no new COLA for FY15; UB expects to get state funds to cover the annualization of the COLA given on Jan. 1, 2014, since we only got base funding for Jan. 1 – June 30, 2014.

Student success: There's a high number of UB students and applicants who have financial need and are first-generation students. Student success encompasses the environment of the University, not solely what happens in the classroom. Want to preserve the energy and direction of student success.

Preferred workplace: President would like to focus on this as well in his remaining time. He'd like to see this concept become a part of UB's DNA.

Floor was opened for questions.

Q: What's the expected use of the postal facility land?

A: See two possible uses. A wellness and recreation facility or adding to student housing. It would be nice to use it also for improving workspace for staff but this is related more to money than space. Ultimately this will be a decision for the next president.

2. Chair's Report (Giordana Segneri): 15 minutes

GSC Update: expecting University Committee chairs to attend the next meeting. One point for discussion is concerns that some committees aren't as active as others. Want to address the committees' charges.

3. Emergency Preparedness Discussion (Segneri): 15 minutes

Concerns that few at UB are prepared for a campus emergency. Staff Senate executive board met with UBPD Chief Sam Tress to share concerns, hear what opportunities the UBPD has for spreading awareness.

a. Goal for 100 Percent Staff Participation in E2C

Approximately 3,200 people registered for E2Campus text alert system. Staff senate

would like to work on 100% participation by staff. Need to remind our colleagues, address it in staff meetings. This is our best tool to receive updates if something is actively happening on campus.

Looking into ways to improve individual service renewal. The subscription expiration text message is confusing but cannot be customized. Subscriptions expire after two years because licensing is based on number of users subscribed. Don't want those who are no longer at UB to count for those licenses.

Also trying to setup connection to social media, pushing text alerts straight to Facebook and Twitter.

b. Department-By-Department Active Shooter Training

Discussed trying to implement an annual training. Plans to reach out to department heads to set up training by department. Logistics need to be developed for delivering the training to appropriate-sized groups but not be too demanding on UBPD. UR will be working on strategy on what to do with the website when there is an active shooter emergency or similar emergency.

Cardona will be attending Deans Council to discuss emergency preparedness efforts and engaging employees on the academic side in trainings.

Mention of possible computer screen blackout with alert message for campus computers.

General discussion

- It's important to have drills and designated staff/captains who knows what to do for different emergencies.
- With all the department and office moves, there have not been updates for preparedness. Employees are in new buildings and don't know where the approved meeting place is, the evacuation plan for that building, etc.
- All community members should be encouraged to read the crime reports. They identify crime trends.

4. Elections (Segneri): 10 minutes

Staff Senate elections are coming in April.

- Nominating committee will be chaired by Senate secretary. Senate president will appoint the rest of the nominating committee.
- Call for nominations will be in March.
- Voting in beginning of April. This vote requires a minimum of 25% of our constituency to vote. This is 80 people.
- At the April Staff Senate meeting, senators will elect the executive board.

5. CUSS Update (Dan Nagle/Kristen Tull): 5 minutes

Annapolis Day is in two weeks. Focus will be on thanking legislators for COLA and merit.

6. Presidential Search Committee Update (Sasha Hudson): 10 minutes

Search firm is working on recruiting. Hope to get a good pool of 15 solid candidates. Interviews should be late April and May. UB prospectus is being developed. Should be coming to a close. Comments about responses were forwarded to search firm and committee.

7. Staff Recognition Committee Update (John Brenner): 5 minutes

Completed three packets for BOR and submitted. HR's participation was essential and supportive. Nominees are:

[Linda Fair – Non-Exempt](#) - Extraordinary Public Service to the University or Greater Community

[Carol Vaeth – Exempt](#) - Extraordinary Public Service to the University or Greater Community

[Marguerite Weber – Exempt](#) - Outstanding Service to Students in an Academic or Residential Environment

8. Committee Reports (staff representatives): 10 minutes (if applicable)

Budget committee: received all priorities. Those will be submitted to the GSC.

Other committee reports are posted online.

9. New Business: 5 minutes

Medical Marijuana: Someone from UMCP mentioned there is discussion about plans for handling medical marijuana. Do other USM schools have any plans on handling medical marijuana?

General discussion:

- This may not be an HR issue but perhaps UBPD.
- Perhaps smoking policy would apply? Smoking policy: must be 15 feet away from building entrance. No one is policing this. It's up to individuals to say something when someone is smoking too close to an entrance.
- Suggestion to contact Sam Tress to determine if UBPD has any plans developing.

Meeting adjourned at 1:30 pm.