

# University of Baltimore Staff Senate

## MINUTES

Tuesday, Nov. 12, 2013

12:15-1:30 p.m.

BC 143

**Attendance:** Daniel Page, Giordana Segneri, Mary Maher, Sasha Hudson, Magui Cardona, Ron Vickers, Cindy Schuster, Barb Aughenbaugh, Karen Karmiol, James Hale, Leslie Joyce, Leslie Metzger, Kristen Tull, Sean Carton, Blair Blankinship, Theresa Mina, Karyn Schulz, Stacey Marriott

1. Approval of Minutes, Oct. 14: minutes approved
2. Chair's Report (Giordana Segneri): 15 minutes
  - a. Presidential Search Committee

G. Segneri listed the committee members, as announced by University Relations, noting UBSS Senator Sasha Hudson is a member.

S. Hudson provided update.

- Committee had first meeting last week. Chancellor Kirwan attended and provided the committee with its charge.
- The committee will be writing the job description and will ask for input from the UB community.
- Hudson provided the committee with UBSS' presidential traits document.
- A search firm will be contracted. An RFP has been posted with a Dec. 2 closing date.
- Chancellor supports closed search, but is willing to listen to requests/arguments for an open search.
- Next meeting is in December. Committee hopes to have the search firm in place for that meeting.

b. GSC Update

- i. [Bylaws](#) Ratified

On Oct. 24, GSC approved its bylaws, and they are now in full effect.

- ii. Committee Action Plans

Staff senate was only governance group to submit committee action plan items. GSC has forwarded them to the respective committees for consideration and inclusion in the committee action plan. These were due to GSC from all governance groups by Oct. 14.

c. Strategic Planning Town Hall (See the [revised plan](#).)

Town Hall was held on Nov. 7, with about 50 people attending. Peter Toran is reviewing the feedback and preparing a final version on the Strategic Plan.

3. [UB's Digital Initiative](#) (Sean Carton): 15 minutes

This is a campus-wide initiative that will focus on understanding the effects of living and working in a digital world.

- The initiative was announced at Convocation and spans two years.
- More info is available from <http://blogs.ubalt.edu/ubaltdigital>, including a description of the initiative.

#### Environmental Survey

Currently Carton is working on an environmental survey of UB and the efforts/activities that are examples of using technology in innovative or interesting ways.

This study is not intended to be a laundry list of why you hate your computer. Focus on positive examples of technology use.

#### Group Discussion

Group began talk about what they want to see improve. Examples were:

- Technology to support our curriculum process. Finding an innovative way by which curriculum moves through the process from proposal to acceptance.
  - Technology solution to list relevant upcoming events on program Web pages, as pulled/identified from the UB calendar. Deliver the event info to the students right on that program page. Also suggested decisions/efforts such as these should come to resolution in meetings with decision makers.
4. Conversation continued about communicating events, including academic items such as placement testing. [Bylaw Amendments](#): 10 minutes
- a. Voting opens today.
- The amendments address providing a structure for an alternate representative to the Council of University System Staff (CUSS), and adjusting the term limits for the two CUSS representatives.
- Must have a 2/3 favorable vote of the returning votes.
5. [Resolutions](#): staff award recognition and committee development: 10 minutes

#### Chair read resolution #1:

Whereas staff recognition is an issue concerning members of the UBSS and whereas the University president announces UB Staff Awards during convocation, the UBSS hereby resolves to request that the University president mention the reason or accomplishments for which a staff member is receiving the award in addition to the name of the award, and that such awards be celebrated commensurate with faculty award recognitions.

Vote taken: Vote 9 in favor, none opposed, none abstained

#### Chair read resolution #2:

Whereas the University of Baltimore Staff Senate Bylaws state that an ad hoc committee may be authorized by a vote of the senate and whereas staff recognition is an issue concerning members of the UBSS, the UBSS hereby resolves to establish a Committee on Staff Recognition, to be established and staffed under Article X.8 of the UBSS Bylaws.

Vote taken: 9 in favor, none opposed, none abstained

Resolutions have been approved, and resolution #1 (staff recognition) will be forwarded to GSC for communication to the administration.

The next executive board meeting will address the committee charge and development. Determine size (odd number). Senators asked to work with constituents to solicit nominations.

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

Board of Regents Awards:

- The Board of Regents (BOR) Awards nomination packets were distributed over the weekend.
- CUSS has a committee dealing specifically with BOR Awards.

M. Maher noted that Harry Schuckel is engaging the executive committee for BOR Award nominees.

Benefits Review

- A benefits spreadsheet was distributed to campuses in an effort to review and compare the benefits across USM campuses. The intention is to identify and maximize benefits to be available to all USM employees. Benefits referenced are those outside of the state-provided medical and life insurances, retirement plans. Those are standard across the system.

M. Maher mentioned that the incoming Employee Assistance Program (EAP) will be a repository for finding available benefits. More details about the EAP should be available for the December UBSS meeting.

CUSS is beginning the work on reorganizing Annapolis Day.

7. Committee Reports (staff representatives): 5 minutes (if applicable)

James Hale, Budget: For the “emerging priorities for budget call” the committee is asking shared governance to rank emerging priorities from last year and add any new ones to the list. Response requested by Jan. 17.

Chair will provide information and direction to senators to disseminate to constituents. Emphasis will be given to strategic plan priorities and staff senate priorities.

8. New business

Page asked if we can be notified when we have a new employee who would be a constituent.

Maher offered providing the new hire list, and a recommendation was made to provide an email template to Senators to communicate with new employees in their constituent areas.

Schulz mentioned that we used to be invited to new employee orientation. Maher suggested we contact Mark Emmel and ask to be included again.

Meeting adjourned at 1:30.