

# University of Baltimore Staff Senate

## Draft Minutes

Monday, April 11, 2016

12:15-1:30 p.m.

BC 143

Meeting called to order 12:16

1. Logistical items [5]
  - a. Approval of the current agenda
    - Motion to amend the agenda to add Sam and Peter – Karyn, Keiver
  - b. Approval of March's minutes – tabled (please respond by email)
2. Chair's report [15]
  - a. Updates and reports – John Brenner
    - At our last Executive Board meeting, we discussed the PMP messaging (updates are still being worked on). We had one update from CUSS. We also discussed the election timeline.
    - Meeting with the Provost – please attend this meeting (see email, April 27<sup>th</sup> 1-2). Please respond back to John.
    - The Executive Board will begin planning the June Retreat.
    - We have approved new UBSS logos from UR. Logo is in the T: folder for UBSS.
  - b. GSC Update – Megan Manley
    - GSC will meet April 14<sup>th</sup>.
    - The Cultural and Diversity meeting minutes are up on the website.
3. Exempt/Non-exempt status and changes – Mary Maher [20]
  - Please note that this is all based on the “what ifs” and whether or not this will be signed into law.
  - The Fair Labor Standards Act was put in place for labor laws/to protect those who have a right to overtime, which is/was based on the scope of their work. This is how we got to exempt versus nonexempt status. The Federal Government has been updating this regulation (they are on their third time). We are currently anticipating to the FLSA regulation that has to do with minimum salary thresholds. One of the measure used to be that when you stopped becoming nonexempt to exempt (26k a year then met you were exempt).
  - The Federal Government is looking at a proposed change to the salary minimum – that anyone making less than 50,440 a year will be nonexempt. This could impact many different types of jobs at UB. We anticipate that we will hear about this by the middle of May on whether or not this goes forward.
  - Some titles may not match external markets for wages. There are tests that are online that show what exempt versus nonexempt jobs would look like.
  - We are anticipating merits. There are about 23 (3 CII) people who are less than 50,440 that with merit will not meet the exempt status. These people would move from an exempt to non-exempt status.

- One of the models that was presented is “what if we moved those people up to 50,440.” This creates a domino effect and the market would take a few years to catch up (that is, if it does). This was a 6-figure price tag.
- It was recommended that UB does not use this strategy.
- At this point, this means that about 20 people would be converted to nonexempt status.
- Reclassifications/jobs postings have been reviewed/salary range has been reviewed. Some of these have been reclassified to nonexempt. This has been done in anticipation of this pending law.
- Questions –
  - Does the nonexempt status make that person a union member? Yes. A small number of employees would be exempted out because of their job duties. An example is someone who is working for a Dean (access to financial information). Approximately 19 nonexempt are currently not in the union.
  - Are there any job classifications that are exempt from this law? Yes, some (some faculty members, looking into the library).
  - You can make over 50,440 and still be nonexempt.
  - What other changes would impact a person moving from exempt to nonexempt?
    - The leave policy is a big change.
      - Some of the VPs are saying that you should bring in what you earned to date but then convert to the nonexempt plan. Some other VPs are saying they should move but be grandfathered in and keep the leave policy.
    - Nonexempt would get overtime on hours paid, not hours worked.
    - There were some conversations about nonexempt to have an optional retirement plan. This option would be available (legislative plan).
  - How do you budget a person who may get paid overtime? Training could be put in place for mindful workplace scheduling to avoid overtime. Nonexempt are also not eligible for teleworking.
  - There would be substantial budget changes.
  - From the standpoint of employees being converted, will those employees benefit in the long run? The importance of protecting an individual’s overtime is more important than a title.

#### 4. Peter/Sam – Draft Campus ID Card Policy

- The GSC sent out a series of questions regarding this policy.
- The timeline for this policy ended on 4/10/16.
- The policy group was formed to address perceptions/public safety concerns.
- One of the options was to limit building access to card access only. The group realized that the Student Handbook does require students to have an ID (not publicized/enforced). This was written as a policy that may not mean an official policy.

- See related issues - We need to look at what is called a policy and what is an official policy (which then would need to address liability).
- Based on the comments received, the largest concern (outside of implementation) is that there is no describing what would trigger someone to be asked to produce a campus ID card. Language will be added to address this and the document will be circulated out.
- There is a Maryland law that does say we can ask individuals to present their campus ID. The Maryland law currently gives everyone the okay to ask for IDs to be presented (Education Article 26:102).
- One of the major questions: who will police this and what happens when the person doesn't have/refuses to present the ID? This is a collective enforcement of the rule. Having an ID card policy in place would help to give faculty/staff this authority. What happens when they don't show the ID card? You can call UB Police, if needed.
- UB Police will not arbitrarily go up to individuals asking for IDs.
- This is an incremental policy.
- Questions:
  - Would the ability/expectations of what will happen if/when someone doesn't present the ID be written in the policy? Other policies do not indicate the implications of not having an ID card.

5. Sustainability info – Jeff LaNoue [15]

- The University creates 15 metric tons of Co2 a year (about the size of a house 15x over). In Maryland we get most of our energy from WV coal, which is produced through mountain top explosions.
- The University is looking for cost-effective ways to save energy. The University is asking us to be messengers on how to be energy efficient at UB. You can share the ideas on how to be more green with our colleagues.
- Some ideas: use revolving doors (especially when there are drastic changes between indoor/outdoor temperatures), do not use space heaters, turn your lights off (if you leave your office for ten minutes you can turn off the lights), you can use natural daylight, Zip car, bike share in Baltimore, new bike lanes, trash/recycling, e-cycling (can be brought in from home on April 19-21); green activities on campus (Sustainable UB FB page)

6. Election Update – Kristen and Michelle [5]

- As of right now, we have 6 nominees. Nominations will end on April 14<sup>th</sup>. Senators use the distribution list.

7. New business [5]

- Staff Development Day – Thursday July 28<sup>th</sup> – first email will be an announcement to UB leaders; then a survey to UB constituents; then a day planned around what the constituents want
  - External trainers will be used.
- Facilities Town Hall – Wednesday 4/13 in LC Town Hall at 2:30 p.m.
- If you have time, please attend a UFS meeting.
- Please enroll in UB's Community Service Day (4/22).
  - Each USM Institution is being asked to report back to the Chancellor how many participated in community service events.

8. Floor open to constituents [10]  
Motion to adjourn, Megan  
Second, James