

University of Baltimore Staff Senate

MINUTES

Monday, March 20 11 a.m. | BC 221

1. Chair Report: (5 minutes)

Motion to approve agenda: **John Brenner**

Second: **Zach Luhman**

Chair James Hale: There's discussion about whether or not the Minutes & Agendas should live on the portal. Perhaps this could be a summer project?

Keiver Jordan: What's the point of that?

James Hale: It would limit the information to constituents and governing bodies vs. the public. (All three governing bodies have been asked to do this.) We could also move the T-drive documents to Share Point where we could manage access ourselves.

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James Hale: We're looking into getting service time granted to staff to complete community service. We'd ask for 4 to 8 hours for each staff member. This could be completed on UB's community service day or, if that's not an option for the staff member, another work day. Towson has a program for this and there are documents out there we could use/adopt. Let's discuss this at our April or May meeting.

2. UBSS Election: (10 minutes)

6 Senate seats are up. We need 25% of constituents to vote (85 people).

3. PMP: (15 minutes)

Mary Maher:

- The schools/academic units tend toward exceeds expectations; support units tend toward meets expectations
- The PMP narratives are improving
- More employees are hearing about their performance
- We haven't, as a university, gone through significant change (besides enrollment decline) so are we really exceeding expectations?
- There are a lot of variables depending on department, supervisors, etc.

James Hale: We've evaluated data as far back as 2012, and drafted two memos to the President's Office and HR. There are two points I think we still are trying to make:

1. We want the President to support the completion of PMPs.
2. HR should provide a detailed report to the president annually.

4. Center for Entrepreneurship: John Zucknick (15 minutes)

The goal of the Center is to encourage and support entrepreneurial learning among students, alumni and faculty. We work with alumni who graduated within the last seven years.

The Center was totally remodeled and is located on the first floor of the business school.

5. GSC Documents: (15 minutes)

The plan or organization and bylaws were approved by the GSC. They aim to provide a clarification of the GSC's purpose—in middle state's report it was listed as a "coordinating" body.

Senate Question: Are coordination and communication the same thing?

The language concerning "coordinating" was put back into the document. The changes then are more about the committee structure.

Zach Luhman: One concern I have is about the ownership of the committees. Who's the decision maker? Are the decisions president-down or GSC-up? The document doesn't seem to define that very well.

Constituent: Is there a perception that the GSC owns the committees now/appoints members?

Zach Luhman: As it's written now, I think the responsibility is a little more defined.

Constituent: Have the committees done anything?

James Hale: The diversity committee is the only one that meets.

Constituent: Is that within the GSC?

James Hale: The President said that committee now reports to him, but the GSC never changed its structure.

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Constituent Question: Is there a general consensus that these changes are good or bad?

James Hale: It's my understanding that the goal is to make these committees a bit more ad hoc based on the charge of the particular committee. The GSC would put out a call for initiatives each year, would collect them, and then pass them on to the executive team. The executive team would then meet and discuss how to move forward.

Constituent Question: Who were the architects of these changes?

James Hale: 6 members of the GSC met in December—we made changes, approved them, and then sent the document to each of the three groups to review. We each have three months to review, add/take away, etc.

John Brenner: The GSC itself has a plan in place to ask each body for reports each meeting that can then be taken back to each constituent group. That has not actually happened in quite a long time.

What actually takes place in the GSC meetings?

There are no minutes; the GSC is not currently following the bylaws.

Why did the GSC stop taking minutes?

It's supposed to rotate. Holding the GSC accountable has been a struggle. There's been little participation from the SGA throughout the revision process.

Motion to Adjourn: **Keiver Jordan**
Second: **Laurie Harrow**