

University of Baltimore
Staff Senate Meeting Minutes
February 13, 2017

- Meeting Called to Order 11:05 p.m.
- CUSS Update: Keiver Jordan, CUSS Rep
 - Jan 17 meeting @ UMUC
 - Andy Clark, Assistant Vice Chancellor for Government Relations gave an update on the USM budget; currently 1.35 billion budget; no merit or COLA; fixed 2% increase in UG state tuition
 - special enrollment period for UNUM Long-Term Life Insurance; only offered at time of hire; OHR emailed staff
 - Feb 28 is Annapolis Day; encouraging attendees
- MSCHE Update: Catherine Anderson, Vice Provost, Middle States Co-Chair
 - Self-Study is completed and is available online
 - Friday, February 10 was our mock visit with Dr. Jodi Laufgraben, Vice Provost from Temple University; we received feedback after each sessions; UB needs to highlight the benefits of the good things we do
 - Team Campus Visit is Monday March 13, and Tuesday, March 14. Please hold these dates open. There will be open sessions for staff, and they may call anyone to discuss matters further. Open questions honestly; if you have a concern then also address how you think it is being addressed.
 - Please read the entire Middle States Self-Study.
 - Progress to Date Slides
 - Institutional Assessment Plan
 - Developed SPBC
 - Office of Provost Support
 - Realignment
 - Academic Program Support
 - 6 themes emerged from Self-Study with 16 recommendations
 - Strategic Planning (2 recommendations)
 - Budget & Resource Allocation (2)
 - Human Capital (2)
 - Student Success (5)
 - Educational Offerings (2)
 - Institutional Effectiveness and Assessment (3)
 - Core Assessment Team (CAT) is a university wide committee with a central role in the university's process to improve institutional effectiveness. The committee's charge is to establish policies and practices to support program review for academic programs, co-curricular programs, and administrative units and to ensure all unit and college level strategic plans align with the University Strategic Plan. There are two groups that make up the CAT:
 - Academic Core Assessment Team (ACAT) is responsible for student level learning outcomes and academic program review
 - Administrative Unit Core Assessment Team (ADCAT) is responsible for assessment reporting and review
- SPBC Update: Catherine Anderson, Vice Provost and Co-Chair

- A retreat was held on Thursday, January 26, and Friday, January 27, where the committee developed drafts for UB's vision and mission
- The committee is developing a process for a strategic plan is dynamic with resources aligned with our priorities
- Comment: It was a great retreat for mission and vision statements; members left the retreat feeling energized and committed
- Question: A statement was made regarding positions going unfilled tied to decisions made by the committee; is this a part of SPBC charge?
 - Response: No, it was a general statement acknowledging that we need to think strategically about resources that meets the plan; it could be about space, marketing, etc.
- GSC Documents: James Hale
 - Name Change to University Steering Council; through discussions with constituents we feel that 'Shared Governance' needs to be in the name so I came up with Steering Council for Shared Governance
 - Comment: Agreed; Governance belongs somewhere in name
 - Question: regarding the committee membership, should there be language that says, "At least one member from each governing body on each committee to the best of our ability."
 - Response: Noted; will share with GSC
 - Question: the Staff Senate just rewrote its bylaws so please check to make sure there are no conflicting statements
 - Response: Chair will check UBSS Bylaws
 - Comment: the timeline for the formation of the committees is a concern because of the potential leadership change among the governing bodies
 - Comment: Agreed and same issue was raised by Chair during draft. Chair will see out more information
 - Question: There's nothing in the new Plan that limits a duplication of committees by each governing body.
 - Response: There's no need to have duplicate committees. It would be the job of the UBSS Chair and Vice-Chair to inquire from GSC members about the new committee and if it was duplicating or eluding other efforts. Hopefully reason will prevail. UBSS could always seek guidance and clarification from senior leaders
 - Question: Who holds GSC accountable?
 - Response: We all should, but it starts with the leaders who are required to regularly attend GSC meetings (Chair and Vice-Chair)
 - Comment: Advise caution about wording because the staff fought hard to be on equal footing with faculty and students
 - Comment: We need more clarity with different roles between the Executive Team and GSC on the formation of Committees
 - Comment: we need to be forward thinking when drafting these documents because what works now may not work in the future. Communication with senior leaders is good now, but it may not always be
 - Comment: concern that #1 under "The GSC will:" in the GSC Bylaws has been entirely stricken. This covered the purpose of GSC, and the purpose should be stated in these bylaws.

- Comment: concerned with the revisions to section VI.-A in the plan of organization. This was a verbatim copy of GSC's purpose statement. It has been watered down to relegate GSC to a non-governance role.
- Comment: despite assertions to the contrary, GSC's inclusion within the plan or organization for shared governance makes it a de-facto governance body, not just a communication entity, in my opinion. The premise that GSC was never a governance body is a flawed one, and changes made with that premise as the underlying reason will be similarly flawed, in my opinion.
- Comment: Thank you all for your comments and input
- Meeting Adjourned: 12:05 p.m.
 - Motion by Laurie. Second by Zach

Senators in Attendance: James, Megan, Laurie, Keiver, John, Zach, Jasper