

Staff Senate April Agenda
***Thursday, April 1st, 2021**
12:00 p.m. – 2:00 p.m.

<p>Welcome and Introductions</p> <ul style="list-style-type: none"> • Establish Quorum (50% +1 = 13 voting members) • Established 	<p>12:00 p.m.</p>
<p>Staff Senate Check In</p> <ul style="list-style-type: none"> • Staff Senate Members' Wellness Check <ul style="list-style-type: none"> ○ Wellbeing and taking time off: From President Jarrell ○ Greg Brightbill mentioned that Dr. Jarrell sent out an email to the entire UMB community about staying healthy, taking time off, and using personal leave. • Vaccination update and COVID-19 Survey <ul style="list-style-type: none"> ○ UMB COVID-19 Information Website ○ UMB sent out a vaccination update and 	<p>12:00 p.m.</p>
<p>Approval of <u>March</u> Minutes</p> <ul style="list-style-type: none"> • Ayamba makes a motion and sharese seconds it. All in favor of approving the march meeting minutes. 	<p>12:05 p.m.</p>
<p>UMB Leadership Updates</p> <ul style="list-style-type: none"> • Survey on UMB Staff Experiences During COVID-19 <ul style="list-style-type: none"> ○ You can access the survey here. • Meeting Notes: <ul style="list-style-type: none"> ○ Update from Provost Roger Ward: An email was sent out by President Jarrell pertaining to a return to campus. This letter might have raised more questions than it answered but it starts communicating to the UMB community our plan to return to campus. UMB Leadership recognizes that there are questions around returning to campus. As an essential component of our return to campus, is that the majority of our campus will be vaccinated but we will still have safety measures in place such as social distancing and mask wearing. There are continuously guided by the best practices as outlined by the government and medical experts. Dr. Ward wants the Staff Senate to encourage UMB staff members to get vaccinated. Currently, every UMB employee is eligible to be vaccinated and can do so within a week from filling out the paperwork. 	<p>12:10 p.m.</p>
<p>UMB Strategic Plan Update: Dean Judy L. Postmus</p> <ul style="list-style-type: none"> • Overview of upcoming Strategic Plan (10 minutes) • Meeting Notes: <ul style="list-style-type: none"> ○ The university is currently working on a new strategic plan and hoping to have the plan implemented in the end of June. At today's townhall, the strategic planning committee is looking to refine and redefining UMB's current list of core values. Part of this new plan is looking at new ways that we can showcase our new core values and linking them to the work that we are doing. Some of the newly proposed core values are: respect, integrity, wellbeing, sustainability, equity, justice, innovation, and discovery. 	<p>12:20 p.m.</p>

- Next steps are getting community & stakeholder feedback, leadership update and input, reviewing/reconciling, and implementing the plan.
- Staff Senate Q&A (10 minutes)
- **Meeting Notes:**
 - Greg Brightbill: How can the staff senate help with the new core values?
 - Dean Postmus: Currently, there is no specific plan for the staff senate's involvement, but the steering committee welcomes any help the staff senate can give in implementing this new plan.

UMB Teleworking Policy Update and Review: VP & CBO Dawn Rhodes

- Teleworking Policy draft presentation (30 minutes)
 - **Meeting Notes:** *Normal Operations Telework Policy*, Presented by Juliet Dickerson, Interim Associate VP, Chief HR Officer.
 - Lessons learned in the past year: Over the past year, as the university has operated during the pandemic, we have been able to successful adapt to the new environment by using new technology as zoom and webex. While many of our positions have been able to adjust to teleworking, some positions still require individuals to come to campus and some supervisors have expressed new challenges in managing staff while they work at home. Additionally, some staff members have expressed increased stress related to growing work hours and having to raise children, work, and live in the same spaces. The pre-pandemic teleworking policy was drafted in a way to limit the amount of telework permitted for an employee. This included limits to the amount of days an employee can work from home in each week and what documents were required for increasing the amount of days an employee could work from home. UMB's COVID-19 teleworking policy took a different stance but still needs to be adjusted for a post-covid-19 work environment.
 - The newly proposed policy shared during the meeting is specific for staff.
 - The new teleworking agreement breaks down teleworking into smaller categories which guide how an employee operates, the amount of time they can work at home, and what kind of documentation is needed for teleworking.
- Feedback and Concerns
 - Comments and concerns should be forwarded to the Staff Senate Return to Campus Committee need to be written down and emailed to Jill Hamilton, Member-at-Large at jill.hamilton@rx.umaryland.edu by Friday April 2nd at noon.
- **Meeting Notes:**
 - Lakeisha Wilson: Are we to look at this for ways for us to explore an expectation of saving space and having employees work from home two days a week?
 - Juliet Dickerson: If there is a way to recognize savings from generalized teleworking agreements, however, it depends on the department and where someone works and how practical it is.
 - Greg Brightbill: How are we going to continue evaluating this policy and making improvements upon it?
 - Juliet Dickerson: There is currently no plan to evaluate this policy but HR will reach out to the community on a later date to see how the policy is being implemented and where improvements can be made.

- Lakeisha Wilson: Has there been any consideration for teleworkers if leave comes in jeopardy and how to help employees use their leave.
 - Juliet Dickerson: We have leave and we need to continue pushing employees to use their time off. Supervisors need to continue encouraging employees to practice good mental health by taking time off and recharging.
- Christina Fenwick: Please compile your feedback and send it to Jill Hamilton by email. Have this done and emailed by tomorrow at noon.

Townhall Feedback Summary from the Staff Senate Return to Campus Committee

1:10 p.m.

- Jill Hamilton: Review Feedback (10 minutes)
 - With the creation of the Return to Campus Committee, the group met and began reviewing the feedback gained from the town hall chat and the survey sent out by University Life in the fall of 2020. Jill shared the findings with the group. The document will be shared in the Staff Senate Teams folder.

New Business

- Any new business?

1:20 p.m.

- Priti Wakefield: An employee reached out to her about a concern related to returning to campus, vaccinations, and covid testing. The employee expressed that some employees are returning to campus without properly being tested or vaccinated.
 - Juliet Dickerson: Employees who are working on campus do not know the status of other employees as it pertains to vaccination and testing. There is no conversation around requiring a vaccine, but it will be helpful for all of us to keep following covid-safety requirements. This includes the continued use of masks and following social distancing measures.

Committee & Liaison Reports:

1:30 p.m.

- Elections Committee: Susan Holt is out sick. Taylor DeBoer gave an update that the committee is meeting today at 2pm to begin planning the upcoming election.
- BOR: No update because the liaisons are out today.
- Communications: Staff Senate website is up-to-date
- Community Outreach: The donation drive wrap up is happening and the group is working with Mark Dixon on a resume workshop partnership.
- CUSS: No updates but the group is talking about the recent court settlement for Maryland HBCUs.
- Policy and Legislation: Bylaws were reviewed at the past meeting and the group began to revise and propose changes to the current policies.
- University Life: No Update
- Liaisons: no updates
- Executive Committee: Kristy Novak has returned from maternity leave! The Staff Senate is excited to have President Novak back at UMB.

Adjournment of Meeting

2:00 p.m.

- **Motion to close the meeting: Ayamba makes a motion and Priti seconds the motion. All in favor!**

***Note: Due to modified UMB operations in response to COVID-19, the December Staff Senate Meeting will be held via Zoom. Meeting will be open to staff members within the campus community.**