

**Staff Senate Meeting December, 2018**  
**President's Boardroom 14<sup>th</sup> floor Saratoga**

**Call to Order**

Brought to order by President Hillary Edwards

**Attendees**

Voting Members: Rachel Beaudry, Colette Beaulieu, Mikki Coleman, Hillary Anne Edwards, Sharese Essien, Christina Fenwick, Mary Beth Gallico, Sarah Hokenmaier, Susan Holt, Riham Keryakos, Nicole Miskimon, Kristy Novak, Kaya Smith, Yan Sun, Lois Warner

Alternate Members: Mary Phelan, Emma Schmidt, Janet Thomas

Absent Members: Steven Boggs, Kent Buckingham, Malinda Hughes, Carl Jackson, Janet Nance-Richardson, Kevin Watson,

**Welcome Guests**

- Alice Cary, Chief of Police
- Dawn Rhodes, VP Finance
- Dr. Robin Saunders, Exec Director of CURS Scholars Program
- Matt Lasecki, AVP Human Resources
- Brian Godette, Ombudsman
- Adrienne Author, Director of Ops and Communication, MPOWER
- Virginia Rowthorn, Director for Center for Global Education Initiatives
- SSW
- SOP

**Cure Scholars (Dr. Saunders)**

- Thank you to the Staff Senate for helping the CURE Scholars. Brought Popcorn was given to Lois for distribution.

**Dawn Rhodes**

- Question (Lois): Is there and update on the 14<sup>th</sup> floor construction?
  - o No change to the schedule
- Question (Colette): When will be the next time we have parking raises?
  - o Unsure at this time will be reviewed at our next annual review. Will send an email to Kaya with the actual timeframe.
  - o There is no increase in parking prices twice a year.
- Question (Colette): Will we have a chance to see what the budget is?
  - o There is a parking committee has a presentation
  - o Staff Senate can go to the Parking Advisory Committee chaired by Bill Cooper and work with senate's parking liaison to be update on parking information.

**Brian Godette**

- Question (Kristy): Where are you located?
  - o 714 West Lombard
- Question (Janet T.): What is it that you do?
  - o Help with conflict resolution
- Question (Mary Beth): Is it confidential?
  - o Not 100% and will have to report if it violates and laws or UMB policies

- Question (Janet T.): Do work with management on conflict management and training?

- o Yes, working with Matt Lasecki on creating a program

#### **MPower (Adrienne Author)**

- Received funding for 2 bio electron microscopes
- Named a single head researcher Laurie Locascio
- Question (Colette): Is there anything we look forward to legislation and MPower?
  - o No not at this time.

#### **Human Resources (Matt Lasecki)**

- Will have 2% cola in a couple of weeks, starting in January 2019.
- Made an agreement with AFSCME and Finance department and settled on intro rate pay of \$12.91/hr and after probation up pay rate changes to \$13.23/hr
- Climate and Engagement Survey is underway
- Question (Nicole): An additional day has been granted to non-exempt and not exempt staff. Will there be any consideration given to granting the day to exempt staff to be fair to all.
  - o State AFSCME were required to give non-exempt employees an extra holiday due to MD State Holiday for Funeral of former Pres. George Bush because of contract. Therefore they will be allowed a floating holiday used by Jan 5, 2019.
- Question (Janet T.): What does this mean for weather closings how does that work on deciding when to closing?
  - o A lot of decisions and factors are considered before making a decision on weather closings. It is all to keep everyone safe.
- Question (Riham): Jury Duty, how is that covered?
  - o There is a policy it is available. More information can be found [umaryland.edu/hrs/leave](http://umaryland.edu/hrs/leave)

#### **Minutes**

- No change
- 1<sup>st</sup> Susan Holt then 2<sup>nd</sup> by Mary Beth Gallico

#### **Global Education (Virginia Rowthorn)**

- The group helps with international academic affairs [umaryland.edu/global](http://umaryland.edu/global)
- Has grant funded projects of students and faculty traveling to experience different international initiatives and projects
- Internationalization Lab can be found at [umaryland.edu/global/internationalization-lab](http://umaryland.edu/global/internationalization-lab)
  - o Working to create goals on what is required for educating internationally or globally
  - o Needs 2 senators to be a part of the campus-level steering committee starting in May 2019. Please make appointments in Spring (March 2019)
- Question (Mary Beth): Are you working with International Office
  - o Yes

#### **Civility Campaign (Mary Beth)**

- Create a campaign of upholding values of civility.
- Request statements on civility and promote them around campus.
- OPEN DISCUSSION
  - o This is a great idea.
  - o We could contribute to the staff senate fund in order to get supplies

- It has been reported that people who are in certain roles are sometimes mistreated and talked down to.
- Promote champions of civility in different schools
- There is program being created to recognize people who are examples of the university's core values
- Can have civility coaches or management course/training
- SOP has a civility training
- SON had a gratitude board, random acts of kindness initiative (with a crab and pictures) and card delivery service
- Be intentional about being civil
- HR has classes

**BOR (Mikki)**

- Working to get nominations
- Deadline for nominations is Jan 8<sup>th</sup>
- *AFTER MEETING NOTE: Due to low applicants deadline was extended to January 11, 2019*

**Communications (Colette)**

- Will work on the newsletter in Jan 2019, need information from committees
- Thank you to everyone who was able to sit at the staff senate table for the Craft Fair
- Still promoting the Christmas drive and January open forum

**Community Outreach (Lois)**

- Email went out for the results of the Thanksgiving drive. All families of the CURE scholars were fed. Thank you very much for contributions to the families.
- Would like to start a winter wear drive after Christmas drive to give coats to cure scholars.
- Question (Colette): Please look to provide information on how money is being spent and contributed to the funding.
  - Will work with Hillary offline as reports are automatically generated so the executive committee can be added to the email list.
- Toy drive ends Dec 8<sup>th</sup>

**Policy and Legislation (Nicole)**

- Will ensure a formal review is done every 3 years of the by-laws
- Will still work with anything that comes up that needs to be reviewed, added, or modified in the by-laws
- Worked with Kevin Kelly on legislation for prescriptions.

**University Life (Kaya)**

- Had a joint meeting with communications committee.
- Discusses promotions for the open forum on Jan 10<sup>th</sup> and Snowman contest Feb 12<sup>th</sup>
- Will work to create a meet and greet celebration for 25 years of Staff Senate

**Executive Committee (Hillary)**

- Met with Matt Lasecki would like to partner with Staff Senate on promoting the Climate Survey
- Questions answered: Initiative to update HR Procedures

- Is being led by Shannon Ren
- Question answered: Status of MOU with AFSCME
  - Has been ratified and will be available for print soon
  - New contract negotiations may begin next year

**New Business**

- Colette: Staff Senate should make a statement about the extra leave for non-exempt in support of a resolution that all staff be extended the same benefit.
  - Quorum was established with 18 eligible voters (15 members and 3 alternates)
  - Motion for Staff Senate to advise UMB senior leadership that in the spirit of fair pay and equity, all employees should be given the additional eight hours holiday leave being afforded to employees represented by collective bargaining for the day of mourning of President George H.W. Bush death that was authorized by the Governor of Maryland.
    - 1<sup>st</sup> Colette Beaulieu 2<sup>nd</sup> Susan Holt
    - In favor 16: Oppose 0: Abstain 2;
    - Yes have it, statement will be drafted by Hillary (attached)
    - *AFTER MEETING NOTE: 8 hours of holiday leave was granted to UMB exempt staff with the same stipulation to be used by Jan 5, 2019.*

**Adjournment**

- A motion to adjourn the meeting by Mikki Coleman, seconded by Sharese Essien

**Minutes submitted by:** Kaya Smith, Secretary



HILLARY A. EDWARDS, MPH  
President, University of Maryland Staff Senate  
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Monday, December 10, 2018

Dear Dr. Perman:

Thank you for your commitment to shared governance at the University of Maryland, Baltimore. We appreciate your support for the Senate to serve as an advising body and a channel of communication to the UMB community-at-large in policy and procedures, which affect the quality of the staff's work-life and their level of contribution to the strategic goals of the University. As Staff Senate President since 2016, it has been a pleasure to work with you and your executive team on initiatives to improve employee satisfaction and continue the efforts to make UMB a best place to work.

On Wednesday, December 5, 2018, Human Resources notified UMB's HR Partners and HR Council Members on guidance for issuing holiday leave to employees who are covered by the AFSCME and Fraternal Order of Police Memorandum of Understandings (MOUs) in observance of the State's closing in honor of the late President George H.W. Bush.

The UMB Staff Senate became aware of this guidance at our monthly meeting on December 6, 2018. A motion was called to submit a request to you, Dr. Perman, that exempt employees be extended the same benefit: that exempt employees be provided with 8 hours of holiday time (coded as administrative leave) that the employees may use on an alternate day but must do so by the end of the calendar year (1st pay period in 2019). This motion was approved by the majority of the Senate 16-0-2 (yay-nay-abstain).

On behalf of the Senate, thank you for considering our request to include exempt staff in the guidance for holiday leave in honor of late President George H.W. Bush. If you have any questions regarding this resolution, please do not hesitate to contact me.

Sincerely,

Hillary A. Edwards, MPH

President, UMB Staff Senate