

April 20, 2021

1. Call Meeting to Order
2. Welcome from President Schatzel (Towson University)
  - a. Thankful for our staff, faculty and students for support, kindness and compassion. We couldn't be where we are today without that support.
  - b. We will be holding ten in person commencements in a month, two commencements per week. Social distancing will be in place.
  - c. Fall semester will be on campus. Housing requests are up 20% versus last year. Students want to return to campus.
  - d. Questions

Q: Are staff returning in the fall?

A: Staff have come in on and off throughout the spring semester, especially staff working with students. Staff was looking for a date to work

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that means it strengthens not only these universities; it strengthens the System, too. It strengthens the state. It's a landmark agreement—and a necessary one.

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Please note that this supplemental coverage and enrollment period does not affect or apply to any life insurance coverage in which you are enrolled through the State's life insurance vendor, which is also MetLife

- During the week of June 7<sup>th</sup> the USM will come together for USM Professional Development Week. USM Professional Development Week will be hosted remotely the week of June 7<sup>th</sup> – June 11<sup>th</sup>. The theme for the event is "USM 2021 and Beyond!" and the content areas are as follows:
  1. Personal Leadership Mastery,
  2. Diversity, Equity and Inclusion,
  3. Wellness for the Workplace; and
  4. Workplace Productivity

In the coming days, you will receive a save the date notice from your HR office, we ask that you block some time out of your busy schedule to attend these trainings being offered. In mid-May you will receive information on how to register for the event. We hope you participate and encourage your colleagues to do so as well.

- Vaccines available for all Marylanders 16+  
Governor Hogan announced that all Marylanders 16 and older will be eligible to schedule appointments and get vaccinated through all providers. We strongly encourage all eligible USMO employees and their family members to:

Pre-register as a Maryland mass vaccination site at [covidvax.maryland.gov](https://covidvax.maryland.gov) or by calling 1-855-MD-GOVAX or

Use the state's "[Find a Vaccination Clinic Near You](#)" tool to find pre-registration information for hospitals, pharmacies, clinics, and local health departments across Maryland.

Please consider getting your vaccine to protect your family, friends and colleague

Q: Vaccination mandates: can you give us an update?

A: It is changing by the minutes. On Friday BOR to the Chancellor said he will work with USM Presidents re: mandate. P. Perman supports mandatory vaccination due to social distancing on college campuses seeks council of university presidents. CP requests allowing to decide after council of Presidents. Will update as soon as we have more information.

Q: If people don't want vaccine will that be discussed

A: Discussions will be had, religious reasons, accommodation reasons.

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5. Tom Hoffacker, HR Officer (USM)
  - a. Q&A about proposed updates to the USM BoR Policy on Professional Conduct
    - i. Policy on Professional conduct of exempt and non exempt employees.  
Changed title to Policy on Professional conduct and bullying.
    - ii. Policy establishes expectations of the conduct of employees
      1. Provide a definition of bullying and what is not bullying. Does not change discipline, but added that bullying might lead to disciplinary actions
      2. Policy covers several regulations in MD laws; ethics, COI, political activity
      3. Policy pertains to staff, faculty might draw up their own.
      4. Effective date: 6/17 to approve
        - a.

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- i. Mental Health Resources and/or EAP services
  - ii. Ombudsperson/Conflict Resolution Services
  - iii. Fees not covered by tuition remission – cost to employee for Undergraduate and Graduate classes – per class
  - iv. Food Pantry
- b. Once the survey is completed and reviewed by the committee, it will be forwarded to the Executive Committee for approval. The survey will be sent to POC's only and not for distribution to staff at each of the USM Institutions. The information received from this survey will assist the Benefits and Compensation Committee in setting goals for the rest of this term and for the next term starting in August. Co-Chair Colette Beaulieu will be finishing her term on CUSS July 2021 and will not be returning in August.

#### BoR Staff Awards & Recognition (Deniz & Michelle)

In attendance: Robert Alicea, Deniz Erman, Delores Jackson, Michelle Prentice, Sara Wilhelm

1. For the 2020-2021 cycle, the committee and volunteers graded 37 packets from 12 campuses (an increase of 9 packets from the last cycle). The committee had a discussion for revising the existing grading rubric and how to introduce more nuance into the grading process. We also discussed how to encourage strong packets and how to proactively share packet feedback and comments with individual campuses.
2. Remaining goals for the committee are to revise the nomination packet to further encourage non-exempt nominations and to further define senior leadership definitions from USM campuses.
3. Laila will provide her report to the Board of Regents at the June meeting after which the results can be announced to CUSS.

#### Communications & Marketing (Dawn & LaVern)

1. CUSS Video Progress: awaiting feedback from USM Marketing & Communications team regarding the point of contact to create the video with photos of our various CUSS represented campuses, script (TUSS or USM), and voiceover.
2. Ask Executive Committee if Andy Clark USM End of Session reports would be on CUSS Website
3. Juneteenth Holiday: announcement posted on CUSS FB page
4. Newsletter: email requesting institutional updates to be sent out 4/30, articles due 5/10, distribute newsletter 5/17, Spotlight on Benefits Committee

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5. Suggested that a CUSS survey on attitudes on vaccines be sent to employees, but it was pointed out that each campus is sending out their own "campus climate" surveys. Also, CUSS just sent out a survey regarding remote working and returning to campus.
6. Kudos to the team for updating CUSS's FB page.

Legislative Affairs & Policy (Lori & Vanessa)

We discussed the proposed USM Telework policy and the upcoming review of the CUSS by-