



Salisbury University – Staff Senate
Thursday, October 13, 2022
AC401 GAC Boardroom

Minutes

Members in attendance: Joe Benyish, Steve Blankenship, Jennifer Ellis, Isabella Chow, Megan Raymond, Matt Hill, Candace Henry, Shannon Hardester, Tabitha Pilchard, Vanessa Collins, Lisa Gray, Paul Gasior, Sara Heim

Executive Staff: Dr. Janet Wormack, Eli Modlin, Colleen Leon, Eric Berkheimer

- I. Call to Order
- II. Approval of August Meeting Minutes
 - a. *Motion to approve: Matthew Hill*
 - b. *Second: Isabella Chow*
- III. Welcome to our newest CUSS Rep – Shannon Hardester
- IV. President’s Office Updates – Eli Modlin
 - a. *ODI*
 - i. Two new employees starting on Monday, both alums: Director and PMS.
 - ii. Will be bringing multi-level training and expanding Powerful Connections program as first goals for the office.
 - iii. Additions of pronouns to directory and business cards have already been implemented; will be working on other recommendations put forward by Diversity & Inclusion committee soon.
 - b. *Updates*
 - i. Dinner with President for the night crew will be held during Spirit Week.
 - ii. Spirit Week will have multiple events including muffins on Monday, nachos on Tuesday, pretzels on Wednesday, and hot dogs on Thursday. Will also have food vouchers for staff for an SU game at the stadium that week.
 - iii. Will be doing end-of-year celebration in person in December as was done in previous years before COVID; more details forthcoming.
 - iv. Encouraged submitting suggestions regarding more nominations for BOR awards at the PAT meeting.
 - v. Upcoming vaccine clinic is voluntary and open to the Salisbury community at large; however, will be focusing on campus community until all vaccinated.
 - vi. Staff members that are requesting to work remotely one day a week can request approval from the VP of their department. Requests for working regularly more than one day a week must be approved by the President’s Cabinet. Anyone who have currently signed a telework agreement have already gone through the process to be reviewed with the new system. Remote agreements will be reviewed annually to make sure that no changes need to be made to their current agreement. Will be differences delineated between telework and fully remote workers.
 - c. *Office of the President Staff Introductions – Colleen Leon, Deputy Chief of Staff for Engagement*
 - i. Taking lead on engagement for staff, faculty, and students.
- V. Reports
 - a. *Dr. Janet Wormack*

- i. COLA
 - 1. Another COLA issued by the Governor for 4.5% starting November 1, 2022, funded by state government.
 - 2. Need to receive guidance from the Chancellor regarding how the COLA will be distributed, as well as documentation from the Governor regarding the allocation to USM and SU specifically, so we know what funds we are working with. Applicable to all regular SU faculty & staff (which includes C2 employees). Waiting to receive info regarding allocation before making decision regarding other SU employees and how they will be affected.
 - ii. Holiday Calendar
 - 1. Proposal about adjusted holiday calendar will be brought forward once Dr. Lepre has finished her onboarding.
 - iii. Fall Break
 - 1. USM has taken word of fall break off the table, so that will not be going forward.
 - iv. Professional Development Committee
 - 1. Committee is in process of being formed. Will be headed by Christine Benoit in HR. President is asking for staff members to be part of the committee, as well as creating the charge for the committee.
 - v. Workday
 - 1. Currently doing end-to-end testing with the Workday consortium committee.
 - 2. System currently being worked on is employee facing, and will not include a student platform at this time.
 - vi. Human Resources
 - 1. Working with HR to determine model for compensation for all levels of employment. Putting together document that will put to leadership first, and then be presented to shared government.
- b. *Eric Berkheimer*
- i. Campus Master Plan, Facilities Renewals, Blackwell Hall Updates, etc.
 - 1. In process of starting Blackwell project design, as well as determining where those currently in Blackwell will be moved to. Goal to start construction spring 2024, which will mean moving people out in summer 2023. Building should be open summer 2026.
 - 2. Will be a one-stop shop for student services so that students don't have to go to multiple places on campus. Will be meeting with the departments affected, both those moving out and those moving in, before construction starts.
 - 3. Next priority will be a building for CHHS. New building will sit adjacent to Devilbiss (in currently Devilbiss parking lot). Devilbiss will be demolished once the new building is complete. Most likely will be turning Dogwood Village into parking to replace parking lost to the new building.
 - 4. Rec center that was previously planned to be in Dogwood Village area will most likely be included in a renovation of Maggs.
 - 5. Will be renovating Sea Gull Village, as well as St. Martin & Chesapeake dorms.
 - 6. New Facilities Master Plan next year.
- c. *Staff Senate Chair*
- i. PAT Meeting
 - 1. President's Council meetings have been eliminated, replaced by PAT. PAT meetings will be held every other week.
 - 2. Asking people to call Red Square "The Square" from now on.
 - 3. Middle States will be coming to campus; self-study design will be rolling out this spring.
 - 4. OIE – Title VII has changed; more information to following.
 - 5. Sea Gull Century – had just under 5K participants.
 - ii. Approval received for some sort of annual stipend for Staff Senate chair going forward; more info forthcoming.
- d. *Consortium Committees*

- i. CCICC – Jen/Joe
 - 1. Advocating for pausing committee meetings because they are not being held.
- ii. Cultural Affairs – Joe
 - 1. No updates
- iii. Fiscal Advisory – Lisa/Paul
 - 1. No updates
- iv. Traffic, Safety, Buildings and Grounds – Candace
 - 1. No updates
- v. Committee on Wellness – Candace
 - 1. No updates
- e. *CUSS Update – Paul/Vanessa/Lisa*
 - i. Meeting at Frostburg University
 - 1. Set goals for the year.
 - 2. Talked about competitiveness of schools within the system.
 - 3. Largest employer in Frostburg; lost half of IT staff to remote working.
 - 4. Concerns regarding staff not being able to take time off due to staffing shortages. Individuals are not requesting time off because they feel they are not able to due to too much work and no one to handle them.
- f. *HR Committee – Megan*
 - i. No updates

VI. Old Business

- a. *Meritorious Staff Award Representation Update – Tabitha*
 - i. No updates – still with President’s Cabinet
- b. *Snack & Chat Schedule – Sara*
 - i. October meeting not heavily attended (10-12 people) but people were engaged.
 - ii. Moving forward, will try to hold Snack & Chats on 2nd Wednesday of the month.
 - iii. November will be Stress Management with director of Counseling Center. Similar to format of meeting presented to faculty.
 - iv. December will be Active Attack Training with SUPD.
 - v. Still working on plans for Snack & Chat for January and onward.

VII. New Business

- a. *Initiative/Recommendation Brainstorm*
 - i. Asked members to be thinking about future recommendations to put forward for the next meeting.
- b. *Staff Senate Suggestion Box*
 - i. No suggestions received.

VIII. Adjournment