



Thursday, January 11, 2024
GAC 401 - Boardroom

Members in attendance: Dave Gutoskey, Frank Bowen, Rachel Faust, Joe Benyish, Steve Blankenship, Jennifer Ellis, Isabella Chow, Megan Raymond, Lisa Gray, Shannon Hardester, Tabitha Pilchard, Tony Sampson, Candace Henry, Kim Meyer, JJ Remo, Heather Kidd

Absent:

Guests: Christine Benoit, Tina Boyd, President Lepre, Eli Modlin, Aurora Edenhart-Pepe

- I. Call to Order- Joe Benyish

- II. Approval of July Meeting Minutes
 - a. *Motion to approve: Tony Sampson*
 - b. *Second: Isabella Chow*

- III. President's Office
 - a. Centennial Planning- Jason Curtin is steering the process. Launching the Centennial from the founding date. Graduating class can be the centennial class. Goals, objectives and being responsible. Impacting the community and state. Start to get moving on the next few weeks.
 - b. Commencement- Graduation Dates will be Graduate students- Wed 22, and undergrad on Thursday the 23rd. The civic center will be under construction. Which will make it difficult for us. Waiting for the final word from the Civic Center before we proceed with other recommendations.
 - c. Employee recognition for either employees who are graduating or have children/spouses graduating.
 - d. What could be a stronger incentive to work commencement.
 - e. Strategic Planning process. The latest plan expires in 2025. The president's office is preparing to start working on the next plan. Would like input from the campus community. So, that it is a plan that involves everyone. It could take 6-9 months to start preparing for this.
 - f. Continue to work on Student and Employee mental health. How to support our students on their academic journey and the employees who work with them and when they have personal issues. Employee work life balance. Student satisfaction.
 - g. Job description is practically written for the DEI position. Waiting for approval and hopefully listed around February and hired by spring.
 - h. Dean searches are in progress. AVP for marcom will be after DEI.
 - i. Legislative session has begun.
 - j. Childcare options are being worked on. More to come.
 - k. Budget briefing- there was good feedback. They will continue to stay on track about sharing our budgeting and working on it. Working with budget managers and how they are managing their budgets.

- IV. Staff senate Liaison- Aurora Edenhart-Pepe
 - a. Position management-Lisa Lepore has returned. Aurora has met with her multiple times and going over where we are. The HR website is being redesigned.

- V. Human Resources Updates – Christine Benoit
- a. Onboarding and Orientation- Met with Aurora and Lisa- they have come up with a plan, but It's on hold. They are hiring for employee experience position that's being worked on hiring.
 - b. Read Friday with the flocks from HR- Tina Boyd- is a new hire. She is coming on as a consultant for employee/ labor issues.
 - c. Performance review process is coming up in the spring. PMP refresher trainings. Will have sessions scheduled in March.
 - d. Feb 29th is going to be a USM system wide mini review prep. Live webinars. Setting your goals and how to have performance conversations. 6 different workshops during the day.
 - e. EAP program thru com/psych. Sessions that can be scheduled thru them.
 - f. Working on the annual service awards recognition for Faculty and Staff on April 17th.
- VI. New Business
- a. Religious accommodation policy- Gives a process when a person needs to observe a religious holiday. Faculty and staff- There is a HR process and guidelines. For students the guidance is- Students should request accommodation from there faculty with a two-week notice.
- VII. Old Business
- VIII. Staff Senate Reports
- a. *Staff Senate Chair – Joe*
 - a. Staff townhall, staff employee appreciation date. TBD will get on the calendar.
 - b. ODI social. Afternoon times. 2:30-4
 - c. Employee appreciation group will get together soon.
 - b. *CUSS Update – Lisa/Shannon/Dave/Megan*
 - a. Prestation from Ellen Hurts. Vice Chancellor Admin and Finance- Maryland economy is good. Always must do exercises to reduce the budget. No indicators that the budget will need to be reduced. As a system we must defend the Governor's budget.
 - b. Eli presented on crime and safety, budget, environmental policy.
 - c. Shared governance survey will be coming out soon.
 - d. CUSS is doing a survey on telework policy.
 - c. *Snack & Chat*
 - a. Ideas to be sent to Steve.
- IX. Other Topics-
- X. Adjournment- Motion by Frank
Second Jenn