

Salisbury University – Staff Senate
Thursday, November 9, 2017
Founders Room, Guerrieri Student Union
Minutes

In attendance: Deborah Mathews, Donna Carey, Vanessa Collins, Lisa Gray, Teri Herberger, Matt Hill, Stefani Hurst, Tabitha Pilchard, Owen Rosten, Melinda Taylor

- I. Approval of October 12 Meeting Minutes – Draft to be emailed for final review.
- II. Reports
 - a. College of Health and Human Services – Dr. Deborah Mathews presented information on the new College of Health & Human Services (CHHS)
 - i. CHHS will be officially established July 1, 2018 with a transitional dean. It is likely that the Provost’s office will put out a call internally for this transitional dean.
 - ii. The difference between college and schools functionality won’t be seen within SU, however the departments will each act as a school, with another administrative layer. At top of each school will be a “director” who operates like a dean or associate dean. The title of this position is yet to be determined. Programs will have either a program director or chair. Many of these details are yet to be determined. The benefit of a college is that you pull from the bottom up and for example centralizing contracts, using a shared services model.
 - iii. Staff Senate requested to have representation at the CHHS Advisory Council. Vanessa Collins, Lisa Gray, Teri Herberger and Melinda Taylor will rotate attending these meetings.
 - iv. Teri made a motion to put forth a recommendation from Staff Senate to offer an internal search first to current SU staff for positions within the new CHHS. Motion approved.
 - b. CUSS
 - i. Ombuds resolution proposal: Lisa and Vanessa met at UMBC with ombudsperson Dr. Laurelyn Irving from UMB. Resolution proposal to the chancellor is back on the president’s agenda, from there it will go to OAG for clarification on wording. The resolution proposed is for each school to offer an ombuds service. This doesn’t require each school to hire, as institutions could share. UMB and UMCP have different ombuds structure; UMB’s ombudsperson reports to VP, whereas UMCP’s reports to HR. Once proposal is approved, staff senate can put forth their recommendation for model preferred.
 - ii. Draft of shared governance survey expected to be complete in December.

- iii. BOR nominations – Initial nomination letters due Monday, Nov.13. VP Student Affairs, VP Admin & Finance and staff senate split costs to offer drawing gifts (Yeti Cooler, Wireless headphones, Apple watch and Fire Stick with Echo Dot)

III. Old Business

- a. Presidential Search Committee – no Staff Senators were selected to serve on the committee. There is no representation on the committee from Non-Exempt staff or from any service department. Chair and 2nd chair sent letter to chancellor offering support with meeting minutes, etc. Initial letter to chancellor to be posted on staff senate website.
- b. Survey – Chair to send to NSTCB group

IV. New Business

- a. HR Committee
 - i. New form – Staff Senate Recommendation to VP of Admin & Finance approved for use.
 - ii. First recommendation approved re: Equity Increase for Non-Exempts NSTCB. Send to Marvin Pyles with cc: to staff senate. Post on ss website.
 - iii. Admin Structure Proposal – staff senate will be included in vetting process prior to formalizing, per Kevin Vedder. HR Committee to review and invite Kevin to discuss.
- b. Gift for President from Staff Senate – present to president at Employee Appreciation Lunch in June. Date to be determined ASAP. Scrapbook of letters from staff and picture of staff senate with signed frame are possible options.

V. Adjournment

Next Meeting – December 14, 2017 (working lunch).
Founders Room, Guerrieri Student Union. Sue Eagle attending to discuss website.