



Thursday, December 14, 2023

GAC 401 - Boardroom

Agenda

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, Heather Kidd, Kim Meyer

Absent: Isabella Chow

Guests: President Lepre, Eli Modlin, Laurie Couch, Jason Curtin, Aurora Pepe, Karen Treber

I. Call to Order- Joe Benyish

II. Approval of July Meeting Minutes

a. *Motion to approve: Tony Sampson*

b. *Second: Tabitha Pilchard*

III. President's Office

- a. Aurora and the president gave a budget presentation meeting last week. Using a new strategy to help share the budget in small group settings. So, people have information on how the university is making decisions and everyone is on the same page.
- b. Already in the deep planning stages on what they are rolling out at the beginning of the year and how they are handling budgets. Working on the best way for each different department. Suggestions thoughts or how to help please reach out to the president's department.
- c. New legislative session. Always out advocating for resources. It takes time to get the support. But we are working on it.
- d. New program development MEHEC.
- e. Karen Olmstead is officially retiring on Dec 31st. Dec 18th 3-5pm Assembly Hall for farewell party.
- f. DEI Campus leader- A search firm has been retained to help create a marketing strategy to help get the best candidate. We need to know what's going to work best for us. We are being very clear what this roll will be and what support we will supply them.
- g. Strategic Innovation Proposals- They have decided what requests have been awarded. Figuring out where the money can be put so they can be used. They are working with the council to make it more clear for the process in the next go around. A report and follow up will come out what projects have been funded and progress being tracked. Some of the stuff isn't going to be fully funded from the state side. Some of the proposals we are already doing.
- h. Day Care- Update- Liability Insurance that we must hold. Cost of full times positions to staff an on-campus daycare center. Space availability who would we have to move to make a space for them. They are looking into it. They are doing a feasibility study to figure out what the next move is.

Eli- SU Today- Overall emails are down thru pinpoint. Our open and click point are up. Open rates are up about 10 to 15 percent. The feedback that they have received is happy with the number of emails that they are receiving. People are frustrated that it takes more time to get messages out. Also, people's messages are getting lost in SU TODAY.

AVP-Marketing will be launched in early spring- They haven't started the work on that yet.
Mentoring program- SU LEADS- has been delayed. Christine has done a lot of work on it and documents have been documented.

Monica is going to be reaching out from Athletics to staff senate about opportunities for Staff and Faculty rec teams.

Student affairs & ODI- It can get confusing on where to report issues and concerns. All their reporting mechanisms are all together and helps you explain and routes you to the right place.

Dr. Couch- She made a commitment to visit all the units in academic affairs and to listen and to plan on what she is hearing. She has been to 28th units. She's working on tackling issues that have been identified. Our students are struggling with mental health things. Faculty helping them thru it feel their workload has been increased. She wants people know that we are focused on the academic excellence. She is working with the cabinet to make sure they are putting our finances in order since enrollment has been down. Strategic enrollment management process. New academic programs, look at new markets for marketing our programs. Retention of students.

IV. Staff senate Liaison- Aurora

1. Learn the budget how we do it here and what are the rules between USM and the state. To work with everyone and set a new budget process or next step. Workday is coming in the spring.
2. Getting the finance and administration teams more organized.
3. HR administrative process to be updated.
4. No- to hiring freezes or layoffs. We are a people first institution.
5. Reclassification process updates- Piloting the process continuing to update and work on. They will be in line with workday. USM is going thru a class and comp process. They have hired a consultant report.
6. Employee leave bank- It's not an easy concept. There is a policy in USM for leave donation. USM has a no policy. The AG Is currently working on it as a possibility. It's possible that it could be attempted with workday.
7. How is the new HR position going. We have 3 candidates, but we are still holding on hiring. Hoping to have more applicants over the spring.
8. How we invest in people- Professional development for Staff.

Dane-

1. Safety & Health- even with budget cuts health and student safety has been kept to the higher standards. Talking with local establishments about staying on track about underage admittance to their establishment.
2. SU Cares model- Behavioral intervention team. Risk rubric. Better identifying an emergency response team.
3. Timely care- Who's using it who isn't using it. Is anything missing? Evening, weekends and even students studying abroad.
4. Counseling center is updating their policies and wait times. If not, an emergency it only takes about 2 days to get an apt. The counseling center has come along way.

5. Planning assessments- they are in the middle in revamping their strategic plan to keep students. Each part of student affairs is making assessments and sharing to outside of student affairs.
6. Looking at special living options. Contracting and expanding in different areas.
7. Still learning auxiliary. Meet students where they are. Student advisory boards. Developing relations with the students are super important. Created a new catering menu for Student events. Students getting a discount. Students can pick up food instead of delivery fees.
8. They have been making a new model to allow outside catering. Working with local Salisbury based entities.

Jason Curtin-

1. Foundation is growing and thriving.
2. Creating an emergency fund for Faculty and Staff
-Working with M&T bank to help with anyone that's in need. They have created a Faculty and Staff emergency fund. It now just needs funding. They will be promoting this for giving day and flash fundraisers.
3. The president Eli and Jason has met about the centennial. There is a vision on what direction that we would like to go.
4. New strategic plans for 2025.

Karen Treber-

1. Enterprise risk management plan- It's an ongoing forever project. Having the committee meet again.
2. Policy and compliance- Using Deloit to help us work on this.

V. Adjournment