



Salisbury University – Staff Senate

Thursday, July 9, 2020

Zoom

Members In attendance: Joe Benyish, Steve Blankenship, Donna Carey, Vanessa Collins, Lisa Gray, Sara Heim, Teri Herberger, Tabitha Pilchard, Belinda Poole, Safaa Said, and Jessica Scott

Members Absent: Paul Gasior, Matt Hill, and Amy Waters

Executive Staff: President Wight, Tony Pasquariello

Chair, Tabitha Pilchard, opened the meeting at 10:00 am

June minutes were reviewed and approved

I. Reports

a. President Wight

i. Tony has accepted the position as Interim VP of Administration and Finance

ii. Plans for the summer and fall

1. Trying to ease into a new work environment over the summer so we don't do it all at once
2. Phone app will be ready by Aug. 3rd so employees no longer have to go to the Dresser lots for screening. The app will use GPS to ping you and remind you to answer the questions when it sees you're on campus.
3. Spaces are being reconfigured all over campus to de densify
4. Masks are required and will continue to be required in all buildings at all times
5. Will try to have comprehensive testing for everyone on campus on a voluntary basis. The goal is to have 80% of the campus community tested every two weeks. This will help track a reliable positivity rate. If the positivity rate goes too high, campus will move from a level 2 to 3, and all instruction will move online.
6. President will be giving weekly updates about the positivity level on campus once the fall semester starts. He is planning to have frank conversations and use metrics to encourage them to comply with social distancing.
7. Some resident hall rooms will be held back to help students isolate themselves.
8. Senator asked if Dogwood is still being used by the hospital for isolation recovery. Answer: No. They only ever sent two patients. They discovered that as they cared for people they fell into two groups: those that could go home to their families and those that needed a level of care provided by a rehabilitation center. It was a good exercise to go through so we could explore what it would be like to do something like this. They trained us in how to properly clean and sanitize the rooms for future use as well.

iii. Budget

1. Going very well; departments are reaching the targets set.
2. Most Universities in the USM system are taking personnel actions such as temporary reductions in salary. If we (SU) have to do that at all it will be at the top levels of the University first. We're not anticipating needing to do this.

iv. Regents Awards

1. 2 out of 9 awarded were from SU
2. Thanked everyone for getting the nominations in and for the great recognition for SU.

b. Tony Pasquariello – Interim VP of Administration and Finance

i. FY20 Budget

1. Thought we'd be around 197 mil. In revenue – will be in around 188 mil. Expenses are projected around 184 mil.

2. Rollover of unspent funds is 9.5 million will be rolled over into this year's budget
 3. A&F are not responsible for how money gets allocated – rolls over at the VP level and they decide the use
 4. Most departments cut back on spending
 5. Fund balance is going down 3-4 million
- ii. Board of Public Works
1. Board approved 413 million of the Governor's proposed cuts
 2. SU had projected a 6 million dollar cut from the state level and it ended up being reduced to a 5 million dollar cut.
- iii. FY21 revenue
1. 204 million is needed, SU is projected at 182 million
 - a. We're able to use 10 million of Fund Balance to bolster the budget and now budgeting at 192 million dollars. Not as bad as it could have been
 2. Enrollment down 5-6% (appx. 5.6%)
 3. Holding firm on the normal tuition rate
 4. Should be around 15% down in the number of rooms filled on campus
 5. If SU should need to close after Thanksgiving it would result in a 3-4 million dollar cut; equivalent of 3 weeks of room and board.
 6. Board of Regents approved schools to be autonomous in how they handle needed cuts.
 - a. 12 schools in the system and 8 of them have a salary reduction plan. (SU does not)
 - b. Temporary salary reduction would be a 2% reduction in salary and no days off. It would not impact retirement or health benefits
 - c. We believe our stewardship over decades has allowed us to have a healthy fund balance and we'll not need to take these measures.
- iv. Chancellor's FY 21 Compensation Plan
1. Minimum wage will still increase from \$11.10 to \$11.75
 2. Every two years the salary scale changes. Exempt pay plan was supposed to change on July 1, 2020 but it's being deferred to end of FY21.
 3. COLA is still in the compensation guideline but it's not likely to move forward.
- v. Return to campus
1. There will be a new screening location starting July 13th
 2. 70% of classes will be a combination of online or hybrid; only 30% are face to face
 3. Will be giving autonomy to departments with broad principles for their return to work plan
 - a. Strongly encouraging teleworking
 - b. PPE will be distributed. Boxes of cloth masks have started to go out to departments
 - c. Physical plant is installing plexiglass shields and filtration devices on HVAC systems as needed.
 4. Suggestions are welcome
 5. Question from a Senator: Who will be conducting the COVID testing every two weeks as mentioned by the President? –Student Health Services only has the capacity to test students. At the moment there is no concrete answer for how they will test employees.
 6. Question from a Senator: Our office has been receiving questions related to parking and whether parking will be enforced since less will be coming to campus. Answer: Parking regulations will still be enforced. There are currently no plans to change the types or costs of parking permits.
- c. CUSS Updates
- i. Virtual meeting held in June
1. New members will come on board in August
 2. Have elected all of the executive board

- a. Current Chair has been re-elected and Lisa will remain as Past Chair
3. Board approved to freeze tuition and fees
4. Will maintain the Return to Campus Committee to continue to consult the group
5. UMGC is working on expanding online learning.

II. Old Business:

- a. Standing Committees – Updates
 - i. Human Resources – no updates – mainly because of vacations the group hasn't been able to meet
 1. Replace Senators; New Chair
 - a. Steven Blankenship will step in as Chair of the committee since Joe Benyish is now 3rd Chair of Staff Senate
 - ii. Communications/Snack & Chat Sessions
 1. Robin Hoffman to present on Office360. Staff will be given an opportunity to ask questions a few days before the session so Robin can prepare. Potential date is August 19th
 2. Snack and Chats will move forward in a Zoom format

III. New Business:

- a. Staff Senate Suggestion Box – No submissions
- b. Senators on Committees:
 - i. Jessica Scott will represent Staff Senate on the Government Relations Consortium Committee as the CUSS representative.
 - ii. Senators Sara Heim and Safaa Said have stepped down from the Diversity and Inclusion Consortium Committee. Staff Senate agreed to refill these positions when asked by the executive team.
- c. Employee Appreciation Day
 - i. Small group is breaking out to determine next step.
- d. Tabitha Pilchard will sit on the VP of Administration and Finance search committee representing Staff Senate

IV. Adjournment

Meeting adjourned: 11:45am

Next Meeting – August 13, Zoom

Respectfully submitted,
Sara Heim