



Salisbury University – Staff Senate
Thursday, December 13, 2018
Founders Room, Guerrieri Student Union

Members In attendance: Stefanie Hurst, Teri Herberger, Tabitha Pilchard, Vanessa Collins, Lisa Gray, Donna Carey, Matt Hill, , Charles Overholt, Safaa Said

Executive Staff: Chuck Wight, Marvin Pyles, Kevin Vedder

Chair, Stefanie Hurst, opened the meeting by welcoming members and President Wight.

I. Reports

a. President Wight:

- i. Employee Appreciation Event (12/12/18) Holiday Party
- ii. Dr. Wight asked for feedback regarding the recommendation from the FS Chair to combine the monthly Cupcakes Celebration. Beginning in January, the Birthday Celebrations will be combined Faculty and Staff events.
- iii. George H.W. Bush Day of Remembrance was discussed.
 1. Governor Hogan’s message specifically excluded Higher Ed.
 2. Met with the Executive Council and decided to not take advantage of the day off. The decision was based on students.
 3. Two USM institutions did opt to close; four will take 12/21.
 4. Working with HR to create equity between SU and other USM institutions.
 5. 2019 Holiday Schedule was discussed
 - a. Discussion on changing the July 5, 2019 to Dec 24, 2019
- iv. Q&A
- v. Q – Would like to hear plan.

A - Soft rollout of plan will be announced. There are four (4) basic items:

 1. Keep higher education accessible and affordable especially to students on the Eastern Shore.
 - a. Enrollment
 - b. Opportunities for “from here” students that have grit and commitment but might not have a high GPA and SAT scores.
 2. Build culture of inclusion to give a general sense of belonging whether you are faculty, staff, or student.
 3. Stewardship – SU should be good stewards of
 - a. Student tuition and taxpayer dollars
 - b. Decisions made today are for long-term success at SU
 - c. Environment of the Chesapeake Bay Region
 - i. Sustainable
 - ii. Teaching and modeling behaviors
 4. Building great community partners

- a. City of Salisbury – do more. Community engagement. Students apply knowledge to service projects in the community.
- b. PRMC – Healthcare industry is the largest employment sector.
 - i. Students placed at PRMC and physicians to teach at SU.
 - ii. Located downtown. All health disciplines would be included.

b. Marvin Pyles:

- i. Parking issues were discussed
 - 1. Seems to be a location issue and not necessarily a space availability issue
 - a. Refer to email sent by Faculty Senate
 - b. Staff Senate does not support
 - 2. Business Hours are still in discussion.
 - a. 4:30 PM close time will likely being in summer if approved.
- ii. Referred to Dr. Wight’s initiatives.
 - 1. Facilities Master Plan will need to be updated.
 - 2. Budget – Faculty Finance Committee. Will send presentation to Staff Senate. Discuss at next meeting.
- iii. Discussion of Holiday Schedule

c. Kevin Vedder:

- i. Admin Support Group
 - 1. Draft of positions – framework
 - 2. Admin I, II, Academic Program Specialist
 - 3. Late January – should have recommendations.
- ii. No backlog of non-exempt positions (desk audits)
- iii. Position downgrades – HR takes the opportunity to review.
 - 1. Discussion regarding how to write a complete and comprehensive job description before HR evaluation. Need training.
- iv. Lynda.com – Promote using
 - 1. 273 users since September
 - 2. 1000 logins
 - 3. 865 viewed hours of content
- v. Discount Program – Staff Senate is now the “face” of SU’s Discount Program.
- vi. Online benefits begin on January 1, 2019
 - 1. Change in family status
 - 2. New hires
 - 3. Then will move to Open Enrollment
 - 4. March 15, 2019 Flex Spending Date
- vii. MCEA negotiations
 - 1. Expectations were high but are becoming more realistic
- viii. 2% COLA effective January 1, 2019
- ix. April - \$500 bonus and .5% COLA increase
 - 1. Will bonus be a one-time payment?

- d. HR Committee: Refer to Donna's minutes
 - e. Sub Committees:
 - i. No reports
 - f. CUSS:
 - i. Day of Mourning was discussed.
 - ii. .
- II. Old Business:
- i. Daycare on campus: Add to survey

III. New Business :

IV. Adjournment

Meeting adjourned: 12:15 pm

Next Meeting: Thursday, January 10, Founders Room, Guerrieri Student Union.

Respectfully submitted,
Vanessa Collins