**TENTATIVE MINUTES**

UNIVERSITY STEERING COMMITTEE

UNIVERSITY OF MARYLAND, BALTIMORE COUNTY

Friday, February 8, 2019

The monthly meeting of the University Steering Committee of the University of Maryland, Baltimore County (the Committee) was held on Friday, February 8, 2019, at 1 p.m. in 1013 Administration Building. Chair Adam Harvey and the following members were present: Damian Doyle, Gunes Koru, Bobby Lubaszewski, Jared Richard, Diana Smith, Collin Sullivan, and Melody Wright. In addition, the following were present:

* Lisa Akchin, Associate Vice President, Engagement; Assistant to the President
* Leslie Kruger, Executive Administrative Assistant, Institutional Advancement
* Mary Ann Richmond, Communications Manager, Institutional Advancement

PRESENTATIONS

COUNSELING CENTER

Bruce Herman, Director, Health and Counseling

BUSINESS

MINUTES

The minutes of the previous meeting were approved by unanimous consent.

RETRIEVER COURAGE

A diagram, clarifying the structure of Retriever Courage, is in production, presently at Commonvision. Brochures about resources, perhaps including the diagram, will be available at a kiosk in The Commons. Information about Retriever Courage is also available online: <https://courage.umbc.edu/>.

The Steering Committee received a written report from the Faculty/Staff Advisory Committee. No report was submitted by the Student Advisory Committee.

Leaders of the Student Advisory Committee are requesting that the Steering Committee consider creating a unique email address, so the source of communications is clear. Damian led a discussion about the pros and cons of creating a delegated mail box or Google Group. An inactive Google Group for the USC is likely to be resurrected. In the meantime everyone is encouraged to reference their role with the Steering Committee when corresponding in that capacity.

Consultants Jody Shipper and Cherie Scricca of Grand River Solutions hosted an information gathering session on campus on Thursday, February 7 at 4 p.m. Attendance was poor, perhaps 30. Another information gathering session will be held Friday, March 1 at noon (during Free Hour) in the Proscenium Theatre, Performing Arts and Humanities Building. Lisa asked senate leaders to share information about the session with their constituents.

ALL-GENDER RESTROOMS

UMBC is committed to making all-gender restrooms available across campus. An All-Gender Restroom Steering Committee, comprised of students, faculty, and staff, including representatives from UMBC’s LGBTQ community, will work with campus leaders and the Steering Committee to develop guidelines and implementation plans for moving towards this goal.

Adam asked Steering Committee members to consider whether the All-Gender Restroom Steering Committee should be a part of Retriever Courage.

VOTING/MINUTES

Adam asked Steering Committee members to consider how they wanted voting to be reflected in the minutes. After brief discussion, the group decided that there will be no change to current practice, recording outcome only. If a roll call vote is requested, however, all votes will be recorded in the minutes.

Human Relations Committee

The *Human Relations Committee Committee* has not yet met. This committee will discuss the state of the Human Relations Committee and the current language in the Plan of Organization (Article VI, Section I) and submit recommendations to the Steering Committee on how to best create a useful and active Human Relations Committee.

PLAN OF ORGANIZATION

Adam requested an update from each senate on the progress of the Plan of Organization:

Approved

Graduation Student Association

Non-Exempt Staff Senate

Pending

Faculty Senate

Professional Staff Senate

Student Government Association

SENATE REPORTS

Faculty Senate

Gunes reported on behalf of the Faculty Senate.

* The Faculty Senate prepared and approved a position statement regarding sexual violence/misconduct on campus.
* Senators voted to support the elimination of the physical education requirement for all undergraduate baccalaureate degrees, effective Winter 2019 term and forward.

Graduate Student Association

Adam reported on behalf of the Graduate Student Association (GSA).

* The GSA is seeking change in the representation structure of their senate to address eligibility issues for grants.
* The GSA is seeking collaboration with the University of Maryland, Baltimore on graduate assistant benefits, particularly in regards to the health insurance pool.
* The Legislative Concerns Committee is focusing on two bills in the Maryland General Assembly – HB 270 and SB 491 – that seek to provide collective bargaining rights to graduate assistants in the University System of Maryland.
* The GSA received information from the Administration and Finance Division about where and how counseling and health services on campus would be moved.
* The *Graduate Experience, Achievements & Research Symposium*, previously known as the Graduate Research Conference, will be held March 27 in the Ballroom, University Center during Graduate Student Week.
* The Graduate Assistant Advisory Committee is planning activities for Graduate Assistant Health Awareness Week, the last week of February.
* The Graduate Assistant Advisory Committee is hoping to complete the Graduate Assistant Handbook by May.
* The GSA has passed a resolution about student safety. This document will be shared with Steering Committee members along with other parties.
* There are concerns about safety in the Engineering Building, which is always unlocked due to 24-hour labs. It has been reported that people, who are not even affiliated with the university, have been living there.
* There are concerns over unfair or outdated policies in the graduate assistant handbooks of some graduate departments.

Non-Exempt Staff Senate

Melody reported on behalf of the Non-Exempt Staff Senate (NESS).

* NESS is gathering information from constituents to create a resource guide for new employees.

PROFESSIONAL STAFF SENATE

Damian reported on behalf of the Professional Staff Senate (PSS).

* CUSS is preparing for Advocacy Day, February 20.
* A pilot program is in the works to move tuition remission forms online.
* PSS is exploring the issue of *overload* – that is, an informal term for the quantity of work that develops when responsibilities are transferred from one individual to another, particularly upon departure of one individual, temporarily or permanently.

STUDENT GOVERNMENT ASSOCIATION

Collin reported on behalf of the Student Government Association (SGA).

* SGA Steering Committee and members of the Finance Board are reviewing existing Finance Board procedures on how to allocate funds to student organizations. A new process will be introduced in late February and phased in throughout the spring semester with full implementation by May of this year.
* Several officers resigned over winter break due to ineligibility and/or changes of time commitments due to the new semester. Vacancies include one Finance Board representative; five Senators; and 10 positions throughout the Executive Branch.
* The Student Fee Forum, hosted by the Student Fee Advisory Board, will be held February 20.

PRESIDENT’S REPORT

Lisa reported on behalf of the President’s Office.

* There is an unprecedented level of support for UMBC in the Governor’s budget proposal. Letters of thanks to the Governor are encouraged.

OTHER

There were no other items for discussion.

ANNOUNCEMENTS

The Committee will hold its next regularly scheduled meeting on Friday, March 8, 2019, at 1 p.m. The meeting will be held in 1013 Administration Building.

ADJOURNMENT

The Committee adjourned its meeting at 2:34 p.m.

Respectfully submitted,

Leslie A. Kruger