

**Professional Staff Senate Executive Meeting
May 7, 2015**

Convener: Ann Marie Landel

Recorder: Kathleen M. Kielar, Ph.D.

Agenda:

- 1) Approval of previous meeting minutes from March 5, 2015 and April 2, 2015
- 2) Chair Report
 - a) SUNY Plenary – Kathleen Kielar
 - b) Resolutions
 - i) FMLA Resolution
 - ii) Resolution on new Graduate Fellowships
 - iii) Resolution on renewal of NY SUNY 2020
 - iv) Resolution to Support Applied Learning
 - c) Participation on Faculty Senate Committees
- 3) Vice Chair report
 - a) Committee Updates
- 4) Presentation by Dr. Stephen C. Dunnett – Vice Provost for International Education
- 5) Old/New Business
- 6) Adjournment

-
- 1) Meeting called to order by Ann Marie Landel
 - 2) Minutes from the March 5, 2015 and April 2, 2015 were approved.
 - 3) Presentation by Stephen C. Dunnett, Vice Provost for International Education
Presentation can be found at:
<http://www.pss.buffalo.edu/committees/minutes/executive/2014-15/VPIEMay2015.pdf>

It was recently determined at an enrollment retreat that the enrollment at the university will increase by about 2,000 students, bringing the number of students we serve at the university to 30,000 students.

The international programs at UB have lead the nation in centralizing international enrollment under one provostal area. It is now the norm almost everywhere. UB has always been cutting edge in how we are organized on campus. We take great pride in having universities come to UB to see how we are set up.

Stephen then reported on the organizational chart and the units that report through the Vice Provost of International Enrollment Management. Specific notes can be found in the PowerPoint Presentation found at:

<http://www.pss.buffalo.edu/committees/minutes/executive/2014-15/VPIEMay2015.pdf>

UB ranks in the top 20 universities with the Largest International Enrollments. The number of 6,594 students listed is a little misleading as we have about 5,200 students on campus but we have a great number more on our visa doing optional practical training after they graduate. They have up to 12 months with an option of an additional 17 months. We are still responsible for them and carry them on our books. Amongst all public institutions we rank #1 as far as the percentage of enrollment that is international.

Our undergraduate students mainly come from China and Korea and mainly major in Management and Engineering. For our graduate enrollment we see large numbers from India and China who are mostly majoring in Engineering.

The tuition and fees generated by UB's international students equals \$103,810,500. There is an economic benefit to the area of \$141,307,100 where international students purchases goods and services from area vendors. They have allowed 1,943 jobs to be created across the state.

We have undergraduate programs in Singapore that we are also responsible for. There are six UB degree programs that approximately 1,500 participate in. The target enrollment is around 2,000.

Questions:

Are they requiring students to have international experience abroad? Originally, that was the idea, but the Provost has stepped away. We would have to provide 3500 students this opportunity. When we calculated the costs, it was just too expensive. He has now backed away from that stance. If you want to satisfy that global cluster, study abroad is the gold standard, but students can also satisfy the requirement through classroom studies.

Is there anything we can do to rev up an English intensive course? There is a growing interest in Asia to have students go on to law school. The engineers are less likely because of the amount of engineering work/pay being done in China. However, management students, etc. this may very well be an option. We don't have a course where international students to take a legal argument, etc. This should help stream kids to the law school.

- 4) Next Executive Meeting will be June 10th starting at Noon and ending at 2:00 PM. There is a conflict with a SUNY shared governance meeting, so we needed to reschedule. This meeting is our planning meeting, so we really want you there.
- 5) Anna Kedzierski has retired. Her last day was May 1. We are in the process of interviewing. Currently we have a temporary secretary assisting us with the phones and emails. We hope to have a person in within the next two weeks.
- 6) SUNY Plenary Report – Kathleen Kielar

The final NY State budget was approved and we had mixed news as a SUNY system. There was nearly no additional base funding to cover negotiated salary costs. While the Governor had cut \$18.5 million in support for the SUNY hospitals, the final budget restored this and added about \$100K more. The only real gains came in discretionary monies such as EOP, Educational Opportunity Centers, and Attain, as well as an \$18 million in an “investment fund”.

In his proposed budget, the Governor has placed wording to the effect that all SUNY graduates could not graduate without an applied learning experience. The Faculty Senate took great exception that the Governor would try to legislate curriculum and conveyed this sentiment very strongly to the Chancellor at the Farmingdale Plenary. The Faculty Senate Chair, along with Tina Good from the FCCC and Terry Martin from CUNY, pushed to have this language removed from the budget. The end result was that the campuses could determine the requirements for graduation. There still remains the concern though that the legislative branch believes that it can legislate curriculum.

There were a number of resolutions that were passed and were disseminated to the Executive Committee for consideration of endorsement. They include:

- Resolution of Renewal of NY SUNY 2020 – Renewal of rational tuition and increase in TAP
- Resolution to support planning and implementation of applied learning experiences at SUNY
- Resolution on Fellowships to support graduate research for SUNY undergraduate students who wish to attend graduate school – Chancellor establishing a fund on each campus to fund undergraduate research
- Resolution on Open Access Publication – Initiative to help minimize the costs of obtaining publications
- Resolution on the Funding of the National Science Foundation
- Resolution on Presidential Evaluations

- Joint Statement on Shared Governance

7) Resolutions – Ann Marie had distributed the following resolutions to the Executive Committee for their consideration.

- FMLA Resolution
- Resolution on new Graduate Fellowships
- Resolution on renewal of NY SUNY 2020
- Resolution to Support Applied Learning

Kat Kielar also proposed that the group consider endorsing the following SUNY Faculty Senate Resolutions:

- Resolution on Open Access Publication
- Resolution on Presidential Evaluations
- Joint Statement on Shared Governance

Janiece brought up that many of these resolutions were written from the faculty perspective. She would like to see these written from the professional perspective.

Since the group felt that they were not prepared to discuss the final versions, the decision was to hold off discussion of the resolutions until the next meeting. Dissemination of the resolutions should occur at least a week before the next meeting to give people adequate time to read and think about it.

There are a number of SUNY Faculty Senate Committees asking for people to participate on. Usually the committees will meet in person in the fall, and then have all other work accomplished via email or through teleconference meeting. If you are interested in any of the following committees please let Ann Marie know:

- Diversity Committee - The Committee on Diversity and Cultural Competence will concern itself with issues pertaining to equity, inclusiveness and access, as they are reflected in the curriculum, student body, and personnel of the State University. Among the activities of this committee will be collecting and disseminating information, organizing periodic meetings and workshops, and providing guidance and recommendations to the Senate so that it may act with the best intentions of all people in mind.
- Ethics Committee - The Committee will study and make recommendations to the SUNY University Faculty Senate President regarding issues of professional behavior, ethical conduct and institutional integrity as they relate to faculty, students, administrators and other personnel in SUNY and higher education. The committee will gather information and serve as a resource for the Senate and the University.

- Governance Committee - The Committee shall concern itself with University-wide governance and shall provide guidance on matters of campus governance. The committee shall interact with local governance leaders of the University. The committee is responsible for the publication of the Governance Handbook and will review and update it every four years (beginning in 2008.)
- Graduate and Research Committee - The Committee serves as a source of professional advice and guidance to the Senate on matters relating to the quality, operation, and encouragement of graduate programs and research. To these ends, the committee may be concerned with the procedures, criteria, and support of existing and new graduate programs within the University. The Committee may review and recommend policies and procedures relating to moral and ethical concerns of research and graduate studies and other matters involving support and furtherance of research and graduate studies within the University.
- Operations Committee - The Committee shall be concerned with the effective participation of the faculty in University personnel policies, including equal employment practices and affirmative action. The Committee shall also be concerned with the development and administration of the budgetary and planning activities of the University and shall undertake research and analysis, and shall make appropriate reports and recommendations, on models, methodologies and issues to best practices and/or policies in budgeting and operations. The committee shall also provide advice and guidance on matters related to the libraries, computing and telecommunications.
- Programs and Awards Committee - The Committee will concern itself with the enhancement of inter-campus educational and scholarly interests of the faculty through the development and strengthening of University-wide programs, grants, and awards.
- Student Life Committee - The Committee will be concerned with significant educational, developmental, social, cultural and recreational policies, programs, issues and services that affect the quality of student life and the campus environment of the State University of New York.
- Undergraduate Academic Programs and Policies Committee - The Committee shall provide advice and guidance to the Faculty Senate on matters relating to undergraduate programs and policies throughout the University. To these ends, the Committee may review such areas as existing and proposed curricula, standards for academic degrees, undergraduate academic assessment, teaching techniques and evaluation, special undergraduate programs, articulation among units of State University of New York and the various aspects of international education and development.

- 8) Annual Awards Celebration is on May 20th. We will need volunteers to help man some tables and serve as table hosts. Please register for this event. We have the largest awardees ever and have a great anticipated attendance for this event.
- 9) Vice President Chair Report - Committee updates were sent out via email.
 - a) We need two additional members for the Elections Committee. We are still searching for Co-Chairs for the Staff Development Committee and the Welcoming Committee.
 - b) Kathleen Kielar offered an update on the Bylaws Committee which just met the day prior to the Executive Committee. She stated that the committee is reviewing not only the Bylaws, but also the Constitution and the Code of Ethics. This review has not been done for over 10 years and at first glance we already see disparities between the documents. Further, the Bylaws Committee needs to address electronic voting procedures, the establishment of a Budget Committee, and address the meeting dates for both the General Membership and Executive Membership to reflect what is actually done. Initial work of reviewing these documents is to be completed by May 22nd. At which time, we'll have a better scope of the entire project and will be able to determine a practical timeline and the roles of each of the committee members. The committee membership is made up of Domenic Licata, John Beltrami, Sarah Augustynk, Kim Kryzemien, and Kathleen Kielar.
 - c) A callout will be made for people to serve on the budget committee once we have a charge for the committee and it is recognized in the Bylaws. This will take some time as we go through the process. We'll know more by the June 10th meeting.
 - d) Kathleen Kielar announced that Holly Klick would be interested in chairing the Social Committee. A more formal letter of acknowledgement will be sent by Ann Marie welcoming Holly to the PSS. Kat works with Holly and can provide contact information and what has been done in the past.
- 10) Old/New Business
 - a) Susan Steck has announced that the University has hired a new Associate Vice President for Human Resources; Mark Coleren. He will start July 1 and comes from Ithaca College. He will be in charge of all the Human Resource functions including payroll, benefits, employee relations, recruitment, compensation, etc.
 - b) Sue Krzystofiak will become the Operational Excellence person on campus and Jeff Reed will be moved from Employee Relations to become Laura Hubbard's Chief of Staff. An organizational change announcement will be coming soon.
 - c) The LMS is on track and the university will be sending out RFP's to companies. They are looking for committee members to be on the LMS. Contact Kelly Hennessey.

11) Meeting adjourned



PROFESSIONAL STAFF SENATE

University at Buffalo *The State University of New York*

E5814

Executive	5/8/2014			Area
Jennifer	Berryman		A	1
Michele	Bewley	Senator	ABSENT	1
Kristin	Gniazdowski	Alternate	EXCUSED	1
Gerri	Kremer	Senator	A	1
Kimberly	Krzemien	Senator	EXCUSED	1
Candy	Morris	Executive Senator	ABSENT	1
Candy	Morris	Executive Senator	A	1
Jonathan	Navratil	Senator	A	1
Christine	Stumm	Executive Senator	A	1
Ilene	Fleischmann	Alternate	A	2
Domenic	Licata	Executive Senator	A	2
William	McDonnell		ABSENT	2
Marianne	Sullivan	Executive Senator	A	2
Katherine	Trapanovski		ABSENT	2
Chris	Bragdon	Senator	A	3
Arlene	Kaukus	Alternate	ABSENT	3
Arlene	Kaukus	Alternate	EXCUSED	3
Kathleen	Kielar	Officer	A	3
Kathleen	Kielar	Officer	A	3
Michael	McManaman	Executive Senator	A	3
Sarah Ann	Piraino	Executive Senator	ABSENT	3

Eugene	Pohancsek		A	3
James	Ramsey		A	3
Kirkshint	Turnipseed	Executive Senator	ABSENT	3
James	Gordon		EXCUSED	4
Janiece	Jankowski	Executive Senator	A	4
Janiece	Jankowski	Executive Senator	A	4
Kathleen	O'Brien	Senator	A	4
Eileen	Sirianni	Senator	A	4
Ann Marie	Swartz		A	4
Denise	Wolfe	Alternate	A	4
Laura	Barnum	Officer	A	5
Laura	Barnum	Officer	A	5
Deborah	Hard	Senator	A	5
Ann Marie	Landel	Officer	A	5
Ann Marie	Landel	Officer	A	5
Amy	Myszka	Senator	A	5
Linwood	Roberts	Executive Senator	A	5
Michele	Sedor	Senator	A	5
Jim	Simon		EXCUSED	5
Susan	Steck	Executive Senator	A	5
Susan	Steck	Executive Senator	A	5