

MARKETING & COMMUNICATIONS

Chair: Katie Barnum cbarnum@buffalo.edu

Members: karlen Chase, David Hill, Dom Licata, David Love, Kerry Lynch, Tamara Pessah, Kevin Westling, Tim Tryjankowski

LAST MEETING: March 2017

Next Meeting: September 22nd, 2017

“Helped design a number of posters and fliers for other committees using branding tools. Sent out first issue of monthly newsletter last week! In process of ordering “swag” (mugs, nametags etc) Always looking for new members, writers, designers, marketers, communicators!

► Sustainable Living

CHAIR: JANIECE JANKOWSKI

MEMBERS: DONNA BANACH, DONNA CZAJA, MARY DAHL, LYNN EMMINGER, DON ERB, FRAN FISCUS, SARA GOODMAN, JIM GORDON, DAVID HILL, HUGH JARVIS, KEN KERN, RAY KOHL, DOUG LEVERE, DOM LICATA, LESLIE MCCAIN, MICHAEL MCMANAMAN, MIKE MCQUADE, ERIN MOSCATI, TODD NIBBE, DEREK NICHOLS, MATT REITMEIER, CHRISTINE STUMM, TIM TRYJANKOWSKI

LAST MEETINGS: WEEKLY SINCE JULY

NEXT MEETING: AFTER FAIR

SHORT RANGE: TO HOST 9/27 FAIR AND FIGURE HOW TO HIGHLIGHT SUSTAINABILITY NEXT.

MAY WANT TO HOST EVENTS WE DEEM APPROPRIATE, BUT AFTER THIS YEAR NOT SURE WE CAN CONTINUE THIS YEARLY EVENT DUE TO LACK OF MEMBERSHIP INVOLVEMENT AND TAKING ON DUTIES. SMALLER EVENTS WILL BE EASIER TO HIGHLIGHT/HOST/SUPPORT

BUDGET: BEGAN \$3672

BUDGET REMAINING \$2772 (WITH DETAILS FROM FAIR TO BE COMPUTED)

► Policy & Governance

CO CHAIRS: JOE HELFER, MATT DECK

MEMBERS: KAT KIELAR, JANIECE JANKOWSKI, DONNA CZAJA, JEFF KUJAWA, KIM KRZEMIEN, LAURA BARNUM, CINDY KONOVIK, LICATA, TRYJANKOWSKI

LAST MEETING: JUNE 20, 2017

NEXT MEETING: SEPTEMBER 26, 2017

CHARGE IS ADVISORY; MAJOR GOAL IS TO FOCUS ON THE UPCOMING ACADEMIC YEAR AND DEVELOP A STRATEGY WHEREBY PSS AND HR WORK TOGETHER REGARDING PROFESSIONAL STAFF DEVELOPMENT AND PROMOTION OPPORTUNITIES. WE WISH TO ENGAGE HR AND UB ADMIN IN DISCUSSIONS ON PSS PROMOTION, SALARY AND OTHER HR ISSUES. WISH TO DEVELOP A POSITION PAPER/STATEMENT TO THEN PRESENT TO HR/UPPER ADMIN.

BUDGET \$0

▶ Continuous improvement

CHAIR: MICHAEL MAUTE

MEMBERS: IN FLUX AND ACTIVELY RECRUITING

NEED TO DEVELOP A MEETING PLAN AND YEAR LONG AGENDA

BUDGET : \$0

► STAFF DEVELOPMENT AND MENTORING

CHAIR: ED BRODKA

MEMBERS: BARNUM, COSTELLO, FIELDS, GAWRON, GUZMAN, MACDIARMID, MORRIS, STECK, SULLIVAN

*MYSZKA, COLUCCI, MCGUIGAN, STAMM, KREMER, ADSIT, BRITTON, PHILLIPS, HENESSY, RIGGIO, PATTERSON

LAST MEETING: JANUARY 17'

NEXT MEETING: OCTOBER 2ND, 2PM

HAND OFF AND JOINING OF TWO GROUPS AS SEEN WITH * HAVE BEEN MAINTAINING THE MATCH UP/PROTÉGÉ PROGRAM WITH MENTORS. RCVD 8 MENTOR REQUESTS SINCE JUNE 16' . 3 HAVE BEEN MATCHED. 3 FILLING OUT PROTÉGÉ QUESTIONNAIRE NOW. SURVEYING COMMITTEE MEMBERS TO SEE WHO WILL REMAIN ON BOARD. 24 ACTIVE MATCHES ON-GOING NOW.

SHORT TERM: FILL IN COMMITTEE MEMBERS, ACCESS STATUS OF EACH CURRENT MATCH, ACCESS INTEREST OF 46 PERSON MENTOR LIST.

LONG TERM: RE-STRUCTURE PROGRAM TO BE LESS LABOR INTENSIVE, ENCOURAGE USE OF CLIFTON STRENGTHS (STRENGTHS FINDER), RECRUIT MORE PROTEGES AND MORE MENTORS.

STAFF DEVELOPMENT ENGAGEMENT COMMITTEE: RE-SET COMMITTEE MEMBERSHIP, ASSIGN CO-CHAIRS FOR ANNUAL CONFERENCE; CHOOSE DATE AND THEME FOR CONFERENCE

BUDGET START: \$1606

BUDGET CURRENT: \$3179

► ELECTIONS

CHAIR: KIMBERLY KRZEMIEN

MEMBERS: MIKE MCMANAMAN, CASSANDRA WALKER-WHITESIDE, SARAH PIRAINO

LAST MEETING: JULY 24, 2017

NEXT MEETING: TBD

LAST MEETING WAS HELD TO REVISE VOTING RESULTS FORM PSS EXECUTIVE COMMITTEE MEMBERS VOTE.

LONG RANGE: PERFECT ON-LINE VOTING SYSTEM TO HAVE MULTIPLE VOTES TAKE PLACE SIMULTANEOUSLY. COMMITTEE IS AN ADMINISTRATIVE FUNCTION OF PSS. CONDUCT ALL ELECTIONS OF THE PSS AND SUNY WIDE ELECTIONS AS NEEDED (FACULTY SENATE POST)

BUDGET: \$0

BYLAWS & CONSTITUTION

CHAIR: Kimberly Krzemien

Members: John Beltrami, Maribeth Tamsen, Dom Licata (ex officio)

Last Meeting: November 30, 2016

Next Meeting: September 21, 2017

Only meet as need arises, other than annual review of the governing documents.

REPORT: last meeting discussed the redrafted bylaws and constitution. Discussed the voting process etc. A formal report on the voting process was drafted to the Exec Committee.

Long Range: committed to an annual bylaw review, constitution and code of ethics of the PSS.

BUDGET: \$0

WEBSITE

Chair: Jason Parker

Members: James Gordon, Pamela Rose, Jenny Luk

Last Meeting: August 1, 2017

Next Meeting: January 2018

Transitioning site to new UB Branding this December.
Continuing regular updating of web site. Look to recruit two additional members.

Budget: \$0

AWARDS COMMITTEE

NO REPORT

Budget: \$1303

BUDGET ADVISORY COMMITTEE

Outgoing Chair: Sue Ott

Members: TBD against bylaws

Overview of budget process and roles.
Soliciting members at this time.

BUDGET \$ All with call out for budget requests
and advising to Exec Board for thresholds and
special requests

INCLUSION & DIVERSITY

Please join the Office of University Shared Governance on October 3rd, 2017 for
Shared Governance Continuing Education Workshop: Safe Zone & Cultural Competency Training
Tuesday, October 3, 2017
1:30pm – 4:00pm
107 Capen Hall



