



Minutes of the Executive Committee – APPROVED

May 11, 2018

Convener: Dom Licata

Officers Present: Dom Licata, Tim Tryjankowski, Hugh Jarvis

Executive Members Present: Charlie Baxter (alt. for Lisa Kulka), Don Erb, Dan Kelly, Chris Keough, Kesha Lanier, Lisa Pano.

Executive Members Absent: Kevin Baron, Mike Brown, Ilene Fleischmann, Phil Glick, Kat Kielar, Lisa Kulka (sent alt.), Debra Stamm.

Members/Guests: (none)

Parliamentarian: Joshua Wallace (absent)

Staff: Lindsay Allen

Recorder: Hugh Jarvis

Meeting called to order by Dom Licata at 2:35 p.m.

Quorum reached: 6 senators and 3 officers present.

Supporting documents on Box:

<https://buffalo.box.com/s/ozpxabdut6mmd18m3b6o3ew4wyd1jpcg>

PRESENTATION OF AGENDA – Dom Licata

- **Motion to adopt Agenda: Dan Kelly (Chris Keough). Passed.**

REVIEW OF PAST MINUTES – Dom Licata

- **Motion to approve Minutes from April 5, 2018: Don Erb (Charlie Baxter). Passed.**

CHAIR'S REPORT – Dom Licata

Details included:

- GESS Update: Peter's report and methodology available in Box. 2016-17
 - Included all ladder faculty, FTE 1.0, state titles & state base salary
 - Excluded qualified titles (clinical, adjunct, etc.), EOC, librarians, administrators
 - Overall pay gap approx. 14% by gender
 - Discussion: needs narrative w/ more comprehensive summary
- Electronics Recycling & Clothing Donation
 - Less weight but similar turnout, many more laptops, fewer big TVs, more small/flat technology, more pieces overall. 11 tons.
- Update on Feminine Hygiene Products Resolution

Office of University Shared Governance
Faculty Senate and Professional Staff Senate

543 Capen Hall, Buffalo, NY 14260-1601

Ph: (716) 645-2003; Fax: (716) 645-2717

pssenate@buffalo.edu

www.buffalo.edu/pss



- President is aware but has not acted yet.
- Update on Lactation Rooms
 - JSMBBS new builds include them. Wellness & Work-Life Balance site lists their locations.
- Update on Breathe Free UB
 - UB Spectrum & Spectrum News have covered that we're ignoring our own policies. People vaping in classrooms and smoking around campus. UUP Health Science Chapter has endorsed existing policy. UUP Central has now endorsed existing policy as well. Ricotta has stated that Campus Life is not an enforcement body but Judicial will act if action is taken. Nobody on campus will enforce. At BNMC private security enforces at Kaleida & Roswell.
- Updates from SUNY UFS Plenary – great success.
 - SUNY Delhi asking for advice on their own breathe free policy.
 - Chancellor asked about Foundation audits. No action.
 - Micro-credentialing big topic. Ann Reid at UB handles.
 - Licata will serve as CGL Convener 2018-19
 - Binghampton drafting resolution about shared governance.
- Dates:
 - June 4—EC meeting
 - June 5 – award luncheon
 - June 7 – staff development conference
 - July 26 -- PSS bbq, start time before 6pm at UB on Green
- **Motion to receive: Charlie Baxter (Chris Keough). Passed.**

VICE-CHAIR'S REPORT – Tim Tryjankowski

Details included:

- Budget Adv Cmt – Nora Renda has stepped down. Kayak request.
- Elections Cmt – Phil Glick (Health Sciences). Jason Benedict (academics). Senator elections will begin shortly (expect late May-June) followed by EC election.
- Inclusion & Diversity Cmt - Brainstorming their focus. ADA compliance, Mark Greenfield compliance officer, impending deadlines, tools.
- Marketing Cmt – April newsletter usage. Copyright requests. May Newsletter out.
- PSS Area lunches, Area V held today.
- Recreation & Wellness – lake clean-up Saturday May 12.
- **Motion to receive: Dan Kelly (seconded). Passed/not passed.**

SCERETARY'S REPORT – Hugh Jarvis

By PSS bylaws, senators who miss two consecutive meetings or three in a year automatically lose their seat.

- The following senators are remiss:
 - Fred Covelli, Area I (3 absences) *
 - Beth Ann Crvelin, Area I (4 absences) *
 - Tom Dzimira, Area I (4 absences) *
 - Lauren McGowan, Area II (4 absences) *
 - Donna Malecki, Area V (4 absences) – wishes to continue, already vetted by Dan Kelly



- EC members agreed the best path is to affirm each senator's commitment. This information will be shared at the next EC meeting, to consider reinstatement. Dan Kelly has already vetted one of the senators. Chris Keough volunteered to contact the remaining four (*).
- **Motion to outreach, affirm commitment and report back for decision at next EC meeting: Dan Kelly (Chris Keough). Passed**
- **Motion to accept Secretary's Report: Don Erb (Chris Kelly). Passed.**

UNFINISHED BUSINESS

Policy and Governance Committee's Resolution on Resolutions – Dom Licata

This motion was tabled by EC in February, and returned to committee. They affirmed their desire for timely and transparent promulgation of all resolutions but did not clarify their desire for the resolution.

- EC had significant concerns with this motion that were shared with the committee. Meanwhile our new drafted standing orders include procedures for handling resolutions in a timely and transparent manner.
- **After more discussion, it was determined this motion has died in committee and can be removed from EC business.**
- **EC members also requested formal acknowledgement in these minutes that the Policy & Governance Cmt wants all PSS resolutions to be promulgated and their outcomes shared in a timely manner, and this should be part of our standing rules.**

Request from Recreation & Wellness Committee – Tim Tryjankowski

Budget request over \$500 to purchase six kayaks and associated equipment.

- Discussion: concerns about editorial details of waiver and budget proposal (wording inconsistencies). Kayaks will be used solely by employees. Legal liability is handled by a waiver with UB Card sign in. Insurance is covered by Outdoor Pursuits. Request for filing of final documents with PSS. Don will pass on specific details and revisions to Russ.
- **Motion to approve \$1577.76 as requested: Dan Kelly (Chris Keough).**
 - **Friendly amendment: Cmt to provide regular usage and access reports: Don/Charlie. Passed.**
 - **Main motion Passed.**

NEW BUSINESS

Appoint Charlie Baxter as Chair of Budget Advisory Committee – Tim Tryjankowski

Nora Renda has stepped down as chair. This means there is no regular EC member in place as chair as stipulated by the committee's mandate. Charlie Baxter has offered to serve as new chair, but he is an alternate of the EC and not a full voting member and might not count as a regular (voting) member. We need a chair for committee business to proceed.

- EC can suspend the rules and appoint Charlie as the chair.
- Discussion: is an alternate not a full committee member? (Only while serving in someone's stead.)

- **Motion to suspend rules and appoint Charlie Baxter as interim chair until first fall EC meeting: Dan Kelly (Don Erb). Passed.**



Appoint Don Erb as Chair of Sustainable Living Committee – Tim Tryjankowski

Janiece Jankowski stepping down as chair of cmt. Don Erb has volunteered as new chair.

- **Motion to accept Janiece’s resignation and Don’s appointment: Chris Keough (Lisa Kulka). Passed.**

Agenda for next EC meeting not yet set, or a date.

- No action yet. Details will be announced later.

Need for vendor insurance at university events such as Sustainable Living Fair.

Sustainable Living Cmt wishes to continue holding the fair but has concerns with fulfilling the insurance liability requirements. After several requests for clarification, they feel the procedures remain unclear, that they are not evenly applied to other similar events (based on questions to peers), and are thus unwarranted.

- Discussion: Office of the provost seems to be especially sensitive to this requirement. However, concerns are that not all regular vendors will be able to comply (e.g. weaver’s guild, beekeeper). Can we reclassify them as donors or sponsors to clarify their role. Two forms would be required and should not be onerous (document insurance and waive liability).

Don Erb asked for affirmation that ECC supports the Fair and wishes us to continue (consensus was in favor). He will work on getting these two forms completed by our sponsors.

Motion to Adjourn: 4:04 p.m.

Attendance sign in sheet(s) housed in the PSS office.

Meeting audio recording available in the PSS office.