

Minutes of the Executive Committee – APPROVED

Dec. 8, 2022 (in-person, business conducted)

Convener: Tim Tryjankowski

Officers Present: Tim Tryjankowski (Chair), Don Erb (Vice Chair), Catherine Donnelly (Secretary)

Executive Members Present: Kimberly Behun, Jaclyn Bodack, Carl Lam, Tim Matthews, Sherene Milizia, RJ Multari, Eileen Sirianni, Tony Walezczak

Absent/Excused: Rita Ferri, AJ Franklin, Lauren Galgovich, Hugh Jarvis, Chris Keough, Susan Ott, Lisa Patterson, Melinda Saran, Fred Stoss,

Members/Guests: Mary Clare Fahey

Parliamentarian: Rachel Poole

Staff: Jessica Naish

Recorder: Catherine Donnelly

Meeting called to order by Tim Tryjankowski at 3:17 p.m.

EC members were invited to tour the Shared Governance Office prior to the start of the meeting in 567 Capen.

Quorum reached: 8 members and 3 officers present.

*Supporting documents in Box.com folder in
Professional Staff Senate/ Meetings/ Executive Committee Meetings/*

PRESENTATION OF AGENDA – Tim Tryjankowski

- Motion to adopt Agenda: **Kimberly Behun (Jaclyn Bodack) Passed.**

REVIEW OF PAST MINUTE(S) – Tim Tryjankowski

- Minutes available in Box folder.
- Motion to approve Minutes from previous meeting: **Carl Lam (Tony Walezczak). Passed.**

CHAIR'S REPORT – Tim Tryjankowski

- Thank you to all and especially Jessica Naish for her efforts to coordinate our meeting and ongoing support of the officers and PSS.
- Don and Tim presented a certificate to Mary Clare Fahey, one member of the trio of leaders with the Inclusion and Diversity Committee. The PSS is grateful for your service.



- UB Council meeting was generic until the GSEU students appeared to protest the stipends students receive. The meeting was adjourned and the next day new stipend amounts were shared. It was shared that the increased stipends were already going into the effect prior to the protest.
- Please support the families that the PSS have adopted, we have two.
- Next week the Faculty Senate will host the second reading of the motion to change the calendar. Also, Fred Stoss will not seek a second term, the election for the new president is underway.
- Request the EC's consideration of a letter to the president and provost regarding support of remote work for 5-7 days post the holidays as per Dr. Russo's recommendations.
 - **Motion to write a letter RJ Multari (Carl Lam), Passed with two abstentions (Sherene Milizia and Tim Matthews)**
- **Motion to receive chair's report: Eileen Sirianni (Jaclyn Bodack). Passed.**

VICE-CHAIR'S REPORT – Don Erb

- *Awards Committee*: No update this month.
- *Budget Advisory Committee*: No update this month.
- *Constitution and Bylaws*: No update this month.
- *Election Committee*: No update this month.
- *Inclusion and Diversity*: No update this month.
- *Marketing and Communication*: Jacqueline Conroy has been nominated as the new chair.
 - **Motion to accept nomination: Sherene Milizia (Kim Behun) Passed with several complimentary comments about Dr. Conroy.**
- *Recreation and Wellness Committee*: No update this month
- *Retirees Committee*: December 7 (with ice cream) was well received. Only 35/55 expected came, but the information was excellent.
- *Staff Development / Welcome Committee*: No update this month.
- *Sustainable Living Committee*: No update this month.
- **Motion to receive: Tony Walezszczak (Sherene Milizia). Passed.**

SECRETARY'S REPORT – Cathy Donnelly

- Kelli Cott self-nominated for a senator position for Area I.
 - **Motion to accept Kelli's nomination Sherene Milizia (RJ Multari) Passed**

UNFINISHED BUSINESS

- Tim covered all these points in the chair's report.

NEW BUSINESS

- EC members were provided sticky notes and asked to rank items we can consider in 2023 to help boost UB in the rankings. Top vote getters included:
 - **Salary issues:** how does compression work, how can we boost salaries with the current levels, how can we move staff between levels as job duties changes, is UB really competitive when we know colleagues are leaving for the private sector and we struggle to get resumes for open positions, how are we recruiting for new staff?
 - **Diversity concerns:** Need professional staff to mimic student diversity, how improve search committees, how improve training for current staff to enhance welcome nature on campus.
 - **Tell our story:** How boost awareness of professional staff successes, how get more candidates for awards, how increase celebratory nature of interactions, how get supervisors to recognize their staff.
 - One suggestion was to use our new reorg into 25 areas and give each area \$100 to recognize a peer and make this an annual award.
 - **Administration:** How get senior leadership to take our ideas and concerns more seriously and not table them when shared?
- No agenda for a vote since there will be an EC meeting prior to the next general meeting in February.

ADJOURNMENT

Meeting ended at 4:27 p.m. Attendance sign in sheet(s) available through the PSS office. No recording was made.