

Minutes of the Executive Committee – APPROVED

Mar. 10, 2022 (Zoom, business conducted)

Convener: Tim Tryjankowski

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

Executive Members Present: Rachel Blane, Ed Brodka, Jessica Byerly Coram, Chris Keough, Tim Matthews, RJ Multari, Marlo Roetzer and Krystal Testa.

Absent/Excused: Brianna Bennett, Ray Danneffer, Lynn Emminger, Andrew Fogelsonger, Janiece Jankowski, Hugh Jarvis, Carl Lam, Dom Licata, Melinda Saran, Eileen Sirianni, Fred Stoss

Members/Guests: none

Parliamentarian: Rachel Poole

Staff: Jessica Naish

Recorder: Catherine Donnelly

Meeting called to order by Tim Tryjankowski at 3:02 p.m.

Quorum reached: 8 members and 3 officers present.

Supporting documents in Box.com folder in

[Professional Staff Senate/ Meetings/ Executive Committee Meetings/03-10-2022](#)

PRESENTATION OF AGENDA – Tim Tryjankowski

- Motion to adopt [Agenda](#): **Jessica Byerly Coram (Chris Keough). Passed.**

REVIEW OF PAST MINUTE(S) – Tim Tryjankowski

- [Minutes available in Box folder.](#)
- Motion to approve Minutes from Feb. 10, 2022: **Marlo Roetzer (Chris Keough). Passed.**

CHAIR'S REPORT – Tim Tryjankowski

- Attended multiple faculty senate meetings and Shared governance leadership meetings.
 - Faculty Senate has been asked to review changes to the UB academic calendar – we will discuss under new business.
 - Covid and masking on campus. Please share any concerns you have about recent changes.
 - Thank you for speaker suggestions, we are reaching out to Congressman Brian Higgins for a spring meeting.

**Office of University Shared Governance
Professional Staff Senate**

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- In April EC we will discuss planning for next year's meetings. Should we be in person or continue hybrid?
- The discussion about redistricting is moving along, updates next month.
- Will follow up on the tree inventory with a meeting next week.
- Telecommute, there have been additional denials in undergraduate education after our discussion with HR. There will be a joint meeting soon (mid-March?) with the VP in the area with the most denials. More details to follow. Discussion about this unit, morale concerns and difficulty replacing positions were discussed.
- **Motion to receive: Chris Keough (Jessica Byerly Coram). Passed.**

VICE-CHAIR'S REPORT – Don Erb

- *Awards Committee*: Considering all submissions for awards now.
- *Budget Advisory Committee*: No update.
- *Constitution and Bylaws*: Reviewing annual governing documents. Proposed issue to be discussed later. Rachel commented that the proposal will use staff codes instead of org charts to confirm PSS membership. Will help with confirming membership and updating our PSS listserv database.
- *Election Committee*: Call for elections in April.
- *Inclusion and Diversity*: No update.
- *Marketing and Communication*: No update.
- *Recreation and Wellness Committee*: No update.
- *Retirees Committee*: Event on March 24, details to come in the newsletter.
- *Staff Development / Welcome Committee*: June 9 is the proposed date for a welcome for new employees. Will start at noon.
- *Sustainable Living Committee*: Planning Lake LaSalle cleanup event on April 30.
- **Motion to receive: Marlo Roetzer (Ed Brodka). Passed.**

SECRETARY'S REPORT – Catherine Donnelly

- No formal report but will reach out to senators and EC members who have missed a number of meetings.

UNFINISHED BUSINESS

- Will be reviewing redistricting update in April with EC elections included.

NEW BUSINESS



University at Buffalo

Professional Staff Senate

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- Provost discussed need for staff supporting grants and research with the Faculty Senate. There are staff shortages across SUNY. This is true in the grant writing arena as well as student advising.
- How can the PSS support people in Ukraine? Tim agreed to research options and emails will be sent if approved donation channels are found.
- Faculty Senate met with Graham Hammil to discuss the proposed calendar changes to shorten winter session, bring back a fall break and end the spring before graduation. A video snippet will be sent to EC members to watch. When the minutes from the Faculty Senate are completed for this presentation, we will share them.
- Committee chairs will be invited to April EC meeting to complete budget requests for the year.
- Earth Day is April 22, watch for how the PSS supports this in future updates.
- Need to approve the agenda for the March 24 PSS general meeting.

Motion to accept the agenda: Ed Brodka (Tim Matthews) Passed

ADJOURNMENT

Meeting ended at 3:46 p.m.

Attendance sign in sheet(s) available through the PSS office.

Meeting audio recording available through the PSS office.

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