

Minutes of the Executive Committee – APPROVED

October 8, 2020 (virtual, held using Zoom, business conducted)

Convener: Tim Tryjankowski

Officers Present: Tim Tryjankowski (Chair), Don Erb (Vice Chair), Hugh Jarvis (Secretary)

Executive Members Present: JD Augustine, Jessica Coram, Cathy Donnelly, Lynn Emminger, Rita Ferri, Chris Keough, Rose Mammen, RJ Multari, Jill Rexinger-Kuhn (alt. for Jenna Lenz), Marlo Roetzer, Mary Jo Sicurella, Krystal Testa

Executive Members Absent: David Emhof, Jenna Lenz (sent alt.), Dom Licata (former chair)

Members/Guests: (none)

Parliamentarian: Rachel Poole

Staff: Jessica Naish

Recorder: Hugh Jarvis

Meeting called to order by Tim Tryjankowski at 3:03 p.m.

Quorum reached: 7 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: Lynn Emminger (Rita Ferri). Passed.**

REVIEW OF PAST MINUTE(S) – Tim Tryjankowski

- **Motion to approve Minutes from September 10, 2020: Cathy Donnelly (JD Augustine). Passed.**

CHAIR'S REPORT – Tim Tryjankowski

- Will be a mandatory entrance and exit test.



- Spring start might be delayed to early February and spring break is under discussion. Chancellor does not want a full spring break week especially not an extended weekend that would encourage students to leave campus.
 - RJ Multari who is on FS Academic Grading & Policy Cmt stated they have been discussing spring schedule and the details are still being finalized by them.
- Elections:
 - Upcoming elections will include officer positions.
 - Previous approved purchase of voting software was put on hold by Provost's office. Will be looking for suggestions how to run this year's election.
- PSS budget is still up in air. Waiting for VP Hubbard to weigh in.
- Jim Gordon is retiring in January. Long standing member, runs the Sub-Cmt on Alternative Transportation.
- Pres. Tripathi state of the campus Oct 16. All encouraged to attend.
- **Motion to receive: RJ Multari (Jessica Coram). Passed.**

VICE-CHAIR'S REPORT – Don Erb

- Constitution & Bylaws: reviewing governing documents. Standing Rules and Code of Ethics need updates. Chair Kim Krzemien has put out a call for other changes before Oct 15.
- Elections: planning for this spring, exploring no-free/low-cost software.
- Inclusion & Diversity: Oct 23 closed event on 'Defund the police?' to review propriety for a larger audience. Annual diversity & inclusion summit rescheduled for 2021 in conjunction with Inclusive Excellence. Also considering our own conference for 2022.
- Marketing & Communication / Website: updating their submission procedures. Updating the website. Newsletter open rate is 33% which is phenomenal by national averages.
- Staff Development & Engagement: Morton Lane has signed on as a gold sponsor for humor in workplace presentation, tentatively scheduled for early December. VOYA is also a gold sponsor. Quicken Loans is a Gold+ sponsor (aka Rocket Mortgage). Sponsorship branding is being worked out.
- Sustainable Living: electronics recycling and food drive event will be Oct 13, 7:30-12:30, CFT lot. Ten campus committees are addressing UB's new climate plan. Identifying PSS membership.
- **Motion to accept: RJ Multari (Chris Keough). Passed.**

SECRETARY'S REPORT – Hugh Jarvis

- (none)

UNFINISHED BUSINESS

Drive to 25 – Tim Tryjankowski

- Shared report on rankings from a recent Deans/VPs meeting. We are consistent with a 35th ranked institution. Some examples of areas we might be able to assist with were noted, including:
 - Number of full-time ladder faculty. We are 41st. Can we help entice more?
 - Annual giving rate.
 - Out-of-state tuition & fees.

Office of University Shared Governance
Professional Staff Senate

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- Endowment.
- Research.
- Faculty productivity.
- 6 year graduation rate.
- Retention rate.
- % female students. Very low relative to our peers. 75th.
- Shared president's vision (from website www.buffalo.edu/president/vision.html). Highlighted some items that could frame our conversation. Requested ideas:
 - Some of our issues are systemic. Could we have greater success by involving rank & file staff in service delivery? We could encourage more bottom up engagement. And let's have more diversity on university committees.
 - Get more input from staff on systemic and procedural issues. Role of staff has declined over last ten years.
 - Maybe a return to the UB 2020 process with broad-based campus engagement.
 - Many HR systems could be improved upon. UB does not seem to be investing in good systems and methods. Better onboarding programs. More recruitment efforts. More diversity in recruitment.
 - Some faculty onboarding can take six months!
 - Poor systems. Poor integration between systems.
 - Too many silos.
 - Campus maps are inadequate, don't include all desirable information (e.g. accessible services). What is the user experience?
 - Projects could have a czar who then breaks into pieces for engaged discussion.
 - Better exit interviews.
 - What about entrance interviews to discover pain points and solve issues quickly?
 - Need earlier access to systems and services.
 - Salary equity.
- Discussion: Can we make our own senate more diverse?
 - Can we do a joint zoom between MFSA and PSS..?

Redistricting Proposal – Tim Tryjankowski

- (tabled)

NEW BUSINESS

Request for Future Speakers – Tim Tryjankowski

- Suggestions:
 - Despina (not October but could be spring)
 - Athletics
 - VP Hubbard about budget and finances
 - HR about new performance appraisal program
 - International Education
 - Research; e.g. earthquake center, Grow House, tech transfer
 - Town-Gown; mayor?, Amherst
 - Medical campus about COVID-19 related work

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- Gale Bernstein / Mark Poloncarz
- Discussion:
 - Be helpful if the speakers tied us in and how we can help them.

PSS Sponsorships - Fees – Deliverables – Tim Tryjankowski

- PSS sponsors will get their logo on our website, handouts/physical presence at our meetings, once yearly email to our members.
- Rocket Mortgage will be able to send us two emails, for a higher sponsorship rate.
- VOYA, Morton Lane, Quicken Loans (will become Rocket Mortgage) are on board.

ADJOURNMENT

Motion to Adjourn: 4:22 p.m.

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

Meeting audio recording available in the PSS office.