

Minutes of the Executive Committee – APPROVED

March 7, 2019

Convener: Dom Licata

Officers Present: Dom Licata, Tim Tryjankowski, Hugh Jarvis

Executive Members: Cheryl Bailey, Charlie Baxter, Chris Cheung, Don Erb, Dan Kelly, RJ Multari, Lisa Pano, Ben Poremski

Executive Members Absent: Kevin Baron, Kevin Westling

Members/Guests: Mark Coldren, Despina Stratigakos, unknown (did not sign in)

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



PRESENTATION OF AGENDA – Dom Licata

- **Motion to adopt Agenda: Cheryl Bailey (Ben Poremski). Passed.**

REVIEW OF PAST MINUTE(s) – Dom Licata

- **Motion to approve Minutes from February 7, 2019: Dan Kelly (Don Erb). Passed.**

CHAIR'S REPORT – Dom Licata

- Future of Bookstore Cmt –PSS nominee Thom Slomka appointed, also Kim Behun invited by Provost
- University Shared Governance special meeting earlier this month was great success



- Parliamentary Appointment Cmt
 - Matt Deck was nominated but cannot serve -- must be an EC member
 - **Charlie Baxter volunteered, unanimous approval by EC** (no formal motion)
 - considering two candidates: Rachel Poole and Dan Ryan
- campus-wide surveys
 - Campus Culture (addressed at today's meeting)
 - Student Union Spaces
 - Faculty-staff dining club in new One World Café
- TA Living Wage
 - last UB Council meeting brought in SUNY Counsel to state no public involvement was desired, complaints were raised by public in attendance, Chair Jeremy Jacobs moved into executive session to avoid public input
 - Faculty Senate budget cmt working on a resolution in support of living wage
- UB building names (per Spectrum article Feb '19)
 - UB has had 422 named spaces, some demolished/replaced over time
 - only 21 for people of color, only 26 for women
- Upcoming meetings:
 - March 14 senate and general meeting
- **Motion to receive: Dan Kelly (Lisa Pano). Passed.**

VICE-CHAIR'S REPORT – Tim Tryjankowski

- Budget Advisory Cmt – Charlie
 - New member has joined their cmt, Pamela Stephens-Jackson.
 - **Motion to approve new member: Dan Kelly (Don Erb). Passed,**
 - Request from Sustainable Living Cmt for funding of a road trip to consult with Colgate on campus best practices (they are recognized nationally) approx. \$225 vehicle costs
 - EC requests participation by a staffer from Facilities
 - EC requests letter of invitation from Colgate
 - EC requests timely report to EC
 - **Motion to approve funding with consideration of EC requests: Dan Kelly (no second required).**
 - **Don Erb (chair of Sustainable Living Cmt) friendly amendment, substitute formal agenda for letter of invitation. Amendment accepted.**
 - **Passed unanimously.**
 - Inclusion & Diversity Cmt – annual conference budget \$1620 (no fee), subsidized by commercial partners, recommend \$15 fee per person, partner with students to further reduce Student Union fees
 - **Motion to approve up to \$400 from general fund: Dan Kelly (Lisa Pano). Passed.**
 - Awards Luncheon – discussion of fees
 - Center for Tomorrow has capacity of 200
 - Expected attendance is easily 200 including 50 comps (EC, officers, guests)
 - need \$2095 at \$30 per person or \$1442 at \$35 per person
 - discussion of fee, \$35 vs \$30 (last year was \$35)
 - suggestion of reduced rate for a table but consensus was too awkward
 - Note: Three Pillars matched Banchettis much lower price

- **Motion to set fee at \$30: Dan Kelly (Don Erb). NOT passed.**
- **Motion to set fee at \$35: Lisa Pano (Ben Poremski). Passed.**
- Inclusion & Diversity Cmt: brown bag on accessibility March 13; joint brown bag with LGBTQ FSA April 10; inclusion & diversity summit June 4.
- Recreation & Wellness Cmt: wishes to present Cortland fieldtrip to entire senate; scheduling a campus programming summit in early June; 18-hole golf tournament in August
- Web Cmt: two new members: Sherene Milizia; Allison Suflita
- Awards Cmt: 10 nominees for awards luncheon May 28
- Sustainable Living Cmt: awaiting funding on Colgate fieldtrip (just approved this meeting); student food pantry 350 SU; 'random act of sustainable behavior'
- Policy & Governance Cmt: reviewed Shared Governance Doctrine since adopted at University Shared Governance meeting
- Marketing & Communications Cmt: newsletter stats; finishing up video project
- Elections Cmt: new officers elected -- Tim Tryjankowski, Chair; Don Erb, Vice-Chair; Hugh Jarvis, Secretary); call for nominations coming for SUNY Faculty Senate; then senator nominations
- Professional Development Cmt: new employee welcome April 12

- **Motion to receive: Don Erb (Dan Kelly). Passed.**

SECRETARY'S REPORT – Hugh Jarvis

- Ten senators now lapsed in their attendance. Under bylaws automatically lose their senate seats.
 - Karen Anderson, Area I (4 missed), still has not responded from last month
 - Fred Covelli, Area I (3 missed)
 - Julie Kim-Proehl, Area I (3 missed)
 - Jessica Labella, Area II (3 missed)
 - RJ Multari, Area II (3 missed)
 - Arvind Ramaswamy, Area II (3 missed)
 - Ann Marie Hantman, Area III (3 missed)
 - Michael Yates, Area III (3 missed)
 - Eileen Sirianni, Area IV (3 missed)
 - Doug Levere, Area V (3 missed)
- Suggest outreach by EC members from corresponding area to ascertain willingness to continue.
- Brief discussion about solutions, revisions to bylaws.

- **Motion for blanket reappointment subject to each senator affirming willingness to continue: Daniel Kelly (Ben Poremski). Passed.**

UNFINISHED BUSINESS

(none)

NEW BUSINESS

Request for appointment of Allison Suflita to Web Cmt.

- **Motion to approve appointment: Don Erb (seconder not recorded). Passed.**

Standing Orders Amendments.

- Request to approve minor and friendly amendments to the existing Standing Orders document.
- Revisions provided in Box folder and shared previously with the committee.
- Filled some holes:
 - Article X: Budget; Section B: Budget Advisory Cmt
 - Charge and membership (already approved by EC in past motion)
 - Article XII: Committees of the PSS; Section B: Membership
 - Committees will be reviewed annually by Executive Cmt, then in between will be shared less formally to Vice Chair and then to Executive Cmt; chairs will no longer need to seek approval before every change
- Fixed some typos and grammatical errors.
- **Motion to approve changes: Charlie Baxter (Ben Poremski). Passed.**

PROGRAM

Campus Culture Survey – Despina Stratigakos (Inclusive Excellence) & Mark Coldren (HR)

- URL is: <http://www.buffalo.edu/inclusion/campus-culture-survey.html>
- first ever campus-wide comprehensive survey about inclusion and diversity
- pre-existing master plan included eighty objectives but not prioritized
- goal is to capture campus climate and set priorities
- anonymity to encourage candor
- separate students from employees to allow different questions
- email to person will include unique link, associated with demographics
- results will be public in cross-tabulated format but preserve anonymity
- Q/ who has expressed interest in data?
 - decanal areas and Facilities
- Q/ what is timeline?
 - fac-staff end by late April. Share initial results by summer
- Q/ outreach implies just full time employees?
 - That was an error. They hope to collect part-time data too.
- Q/ what is their master vision?
 - Interested in a candid perception of the workplace.
- Q/ will it be broken down by campus?
 - Yes, by primary location as indicated by responder.
- Q/ Facilities has 4-500 personnel with no computer access?
 - Will work directly with Facilities to facilitate access.



University at Buffalo

Professional Staff Senate

University Shared Governance

- Q/ Is this truly unbiased; e.g. in phrasing of questions?
 - Survey created by external firm with extensive higher ed experience. Questions were run by focus groups.
- Q/ What about adjuncts & affiliated constituents e.g. health professions, don't use UB email?
 - Primary focus is those with normal UB status. Deans will send reminders.
- Q/ Any additional encouragements..?
 - Our voice will be heard and acted upon.
- Q/ Tell us more about privacy and anonymity. What if people share sensitive details?
 - Results will not drill down into too refined an area.
- Q/ Past surveys have similarly promised action?
 - This time will be different.
- Q/ What about the programs skewed towards online students, they have different experience?
 - Do what they can.

ADJOURNMENT

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.