

Minutes of the Senate, Special Meeting (Retreat) –APPROVED August 14, 2019

Convener: Tim Tryjankowski

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

Executive Members Present: Jennifer Augustine, Cheryl Bailey, Charlie Baxter, Jessica Coram, Lynn Emminger, Jim Gordon, Janiece Jankowski, Pamela Stephens-Jackson and also Susan Bagdasarian (alt. not in her official capacity)

Parliamentarian: Rachael Poole

Staff: Lindsay Allen

Recorder: Hugh Jarvis

Meeting called to order by Tim Tryjankowski at 2:30 p.m.

Note: This was a meeting broadly open to EC members, Committee chairs and representatives, as well as general members but minutes were only taken during the segment when committee were reviewed by the EC members present.

Quorum reached: 8 EC members and 3 officers present.

Approval of committee charges, chairs and members.

Awards Committee

To announce guidelines, solicit and screen nominations for the Chancellor's Award for Excellence in Professional Service, Outstanding Service Award and the Professional Staff Senate Outstanding Service Award, and to forward recommendations to the Chair.

Chair: Bill McDonnell and Christa Greenberg

Current Members: Rebecca Brierley, David Costello, John Della Contrada, Scott Hollander, Daniel Kelly, Carl Lam, Elizabeth Lidano, Barbara Ricotta, Timothy Tryjankowski

New Member: Letitia Thomas

Motion to approve committee charge, chair(s) and members: Jim Gordon (Charlie Baxter). Approved.

Budget Advisory Committee

The Budget Advisory Committee advises the PSS budgetary process by preparing (with input of Committee Chairs) an annual budget on behalf of the PSS officers which will be approved by the PSS Executive Committee. It has the fiduciary responsibility to report income and expenses, throughout the fiscal year to the Executive Committee on a quarterly basis.

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

Chair: Charles Baxter
Vice-Chair: PSS Vice Chair
Current Members: PSS Staff Assistant, Ashley Kravitz
Ex Officio: PSS Chair
New Member: Pam Stephens-Jackson

Note: *The PSS Vice Chair will be Vice Chair and a voting member of the committee. The Staff Assistant in the UB Office of Shared Governance will be a voting member. Two members from the general membership, appointed by the Executive Committee on an annual basis. The PSS chair will be a non-voting member.*

Motion to approve committee charge, chair(s) and members: Lynn Emminger (Cheryl Bailey). Approved.

Constitution and Bylaws Committee

To annually review the Bylaws, Constitution, and Code of Ethics, and proposes amendments to these documents to the Executive Senate and General Membership for vote.

Chair: Kimberly Krzemien
Current Members: John Beltrami
Ex Officio: PSS Chair
New Member: Dom Licata (switching from ex-officio to full voting member)

Motion to approve committee charge, chair(s) and members: Jim Gordon (Lynn Emminger). Approved.

Elections Committee

The Elections Committee will conduct Senate elections as specified in the constitution and to develop and refine procedures useful to the on-going work of the committee

Chair: Kimberly Krzemien
Current Members: Mike Mcmanaman, Cassandra Walker-Whiteside

Motion to approve committee charge, chair(s) and members: Pam Stephens-Jackson (Jennifer Augustine). Approved.

Inclusion and Diversity Committee

Seek to build a culturally diverse and pluralistic University Community committed to cultivating, celebrating, respecting and educating the university community about our differences.

Chair: Heather Hagenbuch
Current Members: Chris Bragdon, Terri Budek, Jessica Coram, Susan Mann Dolce, Jessica DiPasquale, Caitlin Hoekstra, Julie Kim-Proehl, Cindy Konovitz, Domenic Licata, Neil McGillicuddy, Sherene Milizia, Hayley Rosario, Suzy Shallowhorn, Timothy Tryjankowski

Motion to approve postponed.

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University at Buffalo

Professional Staff Senate

University Shared Governance

Policy and Governance Committee

To investigate existing policies that govern university matters and to review proposed changes to existing policy, as well as the development of new policies to provide input as to the impact on professional staff and the university community at large.

Chairs: Joe Helfer

Current Members: Janiece Jankowski, Kathleen Kielar, Cindy Konovitz, Jeff Kujawa, Domenic Licata, Timothy Tryjankowski

Ex-Officio: PSS Vice Chair

**Motion to approve committee charge, chair(s) and members: Pam Stephens-Jackson (Jim Gordon).
Approved.**

***** Lost quorum of EC members at this point. ****

The remaining committees will be reviewed at the upcoming EC meeting on Sept. 12, 2019.