

## Minutes of the General and Senate Meeting – APPROVED

May 27, 2021 (virtual, held using Zoom, business conducted)

**Convener:** Tim Tryjankowski

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

**Senators Present:** Ashley Allen, Jason Bachert, Jessica Coram, Cathy Donnelly, Rita Ferri, Andrew Fogelsonger, Meredith Forrest Kulwicki, Bradley Hendricks, Janiece Jankowski, Chris (CJ) Keough, Kimberly Krzemien, Carl Lam, Dom Licata (ex. officio), Rose Mammen, Lauren McGowan, Sherene Milizia, RJ Multari, Jill Rexinger-Kuhn, Marlo Roetzer, Pam Rose, Melinda Saran, Jane Schrum (alt. for Jenna Lenz), Arryonna Singleton (alt. for Mary Jo Sicurella), Eileen Sirianni, Virginia Stever, Krystal Testa

**Senators Absent:** JS Augustine, Charlie Baxter (excused), Kim Behun, Lynn Emminger, Gerri Kremer, Jenna Lenz (sent alternate), Doug Levere, Dan Ryan, Phil Ryan, Mary Jo Sicurella (sent alternate), Terry-Ann Smith, Valerie Stannard, Glenn Taplin, Carlos Tejada, Christopher Wilson, Melissa Wood

**Guests:** Michelle Kleinhammer, Tony Waleszczak  
(additional members and guests could not be identified)

**Parliamentarian:** Rachel Poole

**Staff:** Jessica Naish

**Recorder:** Hugh Jarvis

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

**Quorum reached:** 24 senators and 3 officers present.

Supporting documents in Box.com folder in  
Professional Staff Senate/ Meetings/ Senate and General Meetings



### PRESENTATION OF AGENDA – Tim Tryjankowski

- **Motion to adopt Agenda: Rita Ferri (Melinda Saran). Passed.**

### REVIEW OF PAST MINUTE(S) – Tim Tryjankowski

- **Motion to approve Minutes from April 22, 2021: Cathy Donnelly (Kim Krzemien). Passed.**

## CHAIR'S REPORT – Tim Tryjankowski

- Senate elections ongoing. Still lots of openings. EC can fill empty seats during the upcoming term.
- This will be the last general meeting of this year. We will shift our June EC meeting to June 24.
- Medical school dean's search is underway, including professional staff representatives.
- At recent SUNY FS Plenary, a new state-wide president was elected, but she just took a new role at Keuka College so a new vote follows.
- Just received copy of a letter from Chancellor Malatras to all SUNY presidents "2021 Summer and Fall Semester Planning and Updated COVID Protocols." We still need to hear from UB Human Resources, but in general, as of May 19 we follow CDC mask and distancing guidelines. Fully vaccinated individuals can resume outdoor and indoor activities without wearing a mask or staying six feet apart but campuses can implement additional precautions. [The full letter can be seen and heard in the recording.]
- **Motion to receive: Cathy Donnelly (Rita Ferri). Passed.**

## VICE-CHAIR'S REPORT – Don Erb

- **Awards Cmt** - All eight UB's Chancellor's Awards Nominees have been successfully awarded the honor. Information about who they are will be shared in the coming weeks.
- **Constitution & Bylaws Cmt** – Changes to governing documents were approved. Of 99 respondents, Bylaws received 90 yeas and 9 abstentions and Standing Rules received 89 yeas and 10 abstentions.
- **Elections Committee** – Senate elections wrapping up. EC elections will run in June. Officers, senators and EC will be in place by July 1, 2021.
- **Marketing & Communications Cmt** - May newsletter **2,497 recipients, 28% open rate**
- **Staff Development & Engagement Cmt** - Starting to plan a "Professional Development Round Table" for late June/Mid-July to discuss needs and resources to plan future programs and communicate helpful resources to the membership.
- **Sustainable Living Cmt** – Final offering in Sustainable Living Noontime Zoom Series will be June 4th about Sustainable Eating. All presentations will be available on the PSS Website soon.
- **Motion to receive: Virginia Stever (Janiece Jankowski). Passed.**

## SECRETARY'S REPORT – Hugh Jarvis

- (none)

## UNFINISHED BUSINESS

### Reorganization Special Committee – Tony Waleszczak

Recap...

- Committee General Body Survey (distributed 11/2019) found:
  - 1/3 of respondents did not know what the PSS was nor its function.

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- ~2/3 of respondents indicated little to no knowledge about the 5 Areas, and identified more closely with their VP/Decanal unit.
- Mid-March 2020 EC Meeting:
  - Language was adopted by the EC to pursue a VP/Decanal unit reorganization for the PSS.
- Late June, 2020, focus groups were held, findings:
  - Further confirmed the survey's findings from November 2019.
- VP/Decanal Areas
  - Late fall 2020, 23 VP/Decanal lines identified by HR
- Further research and benchmarking:
  - Spring 2020 and Fall 2020, drafting recommendations, which are successfully employed by several peer institutions, namely SUNY Binghamton and UT Austin
- Established need to reorganize the Executive Committee due to the change in the representative structure of the PSS General Body, already adopted by the EC.
  - January 2021 EC meeting proposals were presented, none adopted, but preference given to the hybrid proposal.
  - March 2021 EC meeting, further explanation and details of the hybrid proposal presented, none adopted, charged with further refinement and depiction of proposal.
  - EC asked special committee to return with a more concrete proposal.
- Still recommend hybrid proposal
- Recommendation:
  - Current governing documents require senators allocated 1 per 30 individuals.
  - Suggest change to 1 per every 45 individuals assigned to represent VP/Decanal Unit, rounding to nearest whole number or 1 if under 1 then remainder serve at-large.
  - We wanted approximately 2/3 of senators to represent units and 1/3 to be at-large.
  - 2,933 Total Staff = **98 Senators** (1 per 45)
    - **68** assigned to areas *\*\* (elected by ranked voting in units with more than 1 seat)*
    - **30** at-large *\*\* (elected by ranked voting with the same voting rights)*
- EC Reorganization Proposal:
  - Current EC membership is defined based on the five areas, which will no longer exist.
  - Expand size of EC from 10 to 14 members.
  - Chairs of nine standing committees must be elected and confirmed by the general body.
    - Chairs must be PSS senators.
    - Chairs of the nine standing committees will be automatically placed on the EC.
    - Each chair will be asked to appoint a "chair-designate" to serve in place of the chair when the chair cannot be present.
  - Maintain all current officer positions including Ex Officio members (no changes proposed)
  - Conduct an annual/biennial/regular census to reapportion Senate seats,
  - Elect five at-large EC members.
    - Must be current Senator.
    - Only one from each VP/decanal unit.
    - These members would be free to report/work in areas the EC sees fit.
  - Will present an update to EC in June.

Chair then requested additional discussion.

- Q/ do these recommendations requires changes to our governing documents?
  - A/ Yes. We will ask Bylaws Cmt to act on that.

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- Q/ How do you vote for at-large members?
  - A/ Candidates could choose to run at-large or slide into that role if all VP/decanal slots filled.
- Q/ Will committee chairs turn over if the chair is no longer a senator?
  - A/ Yes, to maintain democratic representation.
- Q/ What happens if an EC member is also a chair?
  - A/ By design, they would be.
  - A/ We will work out these individual situations with the specific bylaws.
- Q/ Would any of the non-committee members be a VP/decanal senator?
  - A/ Yes, they could be, or could be at-large senators.
- Q/ Only five of the members will be broad-based. Will need another way of meeting with people to touch base with everybody.
  - A/ Yes.
- This could be a hallmark move to increase representation among the membership.
- Q/ There was discussion of an alternate way of making up EC with one member from each of the 23 VP/decanal areas.
- Q/ Would chairs be voted on by members of their respective committee or the general membership.
  - A/ The general membership.

We will discuss this further. Request feedback. Will take up in June at last EC meeting.

## NEW BUSINESS

### Retirees Cmt – Jill Rexinger-Kuhn

- Draft charge -- to keep recent retirees active with campus and to reconnect with all other retirees through initiatives and efforts which will contribute to the overall mission of the University at Buffalo.
- Goal to get individuals involved with the Emeritus Center and SUNY Retirees Service Corps.
- Additionally, to encourage retirees to get involved with activities such as Homecoming / Family Weekend Activities, Student Move-In Weekend, athletic events, SEFA Campaign, admissions tours, CFA and alumni events.
- Will encourage retirees to keep their buffalo.edu email active
- Will develop a method to get retirees to sign up to join a UB Retirees Group
- Will create a list of perks and benefits that will encourage involvement by retirees
- Next steps:
  - will request approval of the PSS to begin this initiative
  - needs to appoint a Chair and/or Co-Chair
  - will request a small budget line from PSS account to offer light refreshments at future meetings hosted by the Retirees Committee
  - will work with Human Resources to develop ways to connect with retirees
- EC has already voted to approve this new committee.
- **Motion to formalize new standing committee: RJ Multari (Carl Lam). Approved.**

### 50<sup>th</sup> Anniversary Logo - Michelle Kleinhammer

- PSS 50<sup>th</sup> anniversary is in July.
- Have approved a logo and plans for image, lapel pins and water bottles or mugs.

Discussion:

- Q/ Is there a reason University at Buffalo is not included in the logo?
  - A/ Trademark issue. Cannot include our marks in a special logo.



### Mid-Month Calendar Reminder Email - Michelle Kleinhammer

- To accommodate brief announcements/event reminders for committees and EC.
- Starting in June, 3<sup>rd</sup> Wednesday of each month.
- Jessica Naish will request content.
- Submit content by Monday prior to the 3<sup>rd</sup> Wednesday, or by the date requested.
- M&C Cmt will send official guidelines to all chairs.
- Will include sponsor logos.
- Hope will reduce the volume of emails.

### SUNY Faculty Senate Spring 2021 Plenary Summary – RJ Multari

- state budget – 5% cut still in place this year but not an issue next year; \$500 increase to offset TAG Gap; EOP/EOC 20% increase; capital funding increase; contractual raises were included but accompanied by a tuition freeze; not included were flexible tuition rates, streamlining of education programs, predictable tuition
- reopening guidance for summer and fall semesters
- SUNY 'Big Dreams, Small Step' enrollment program – fee waiver process streamlined
- SUNY System enrollment marketing campaign deemed successful
- award of credit by evaluation – in place since 1976, every campus should have a dedicated office (UB doesn't), chancellor plans to push this more but concerns raised by university centers
- General Education Advisory Cmt recommends SUNY streamlines this policy across SUNY (UB already follows pretty close to this), will be discussed by SUNY Trustees
- SUNY provided central support for students during pandemic that UB did not promote

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#### TIAA Divestment Resolution – Don Erb

- Several SUNY campuses have passed resolutions to push TIAA divest from fossil fuels.
- FS is discussing this, but meanwhile SUNY FS passed a resolution to ask Chancellor to ask TIAA to divest from fossil fuels. He is in process of doing so.
- No action for PSS yet but Chancellor would like each campus to support this collectively and personally.

#### Budget Cmt Needs – Peter DiNunzio

- Last fall's humor event brought net profit \$1,350.
- Officer stipends 2% raise was frozen during pandemic, were reinstated effective end of June and then will return to schedule.
- Total budget numbers: projected starting balance \$17,800 less 10% reserve is about \$16,000
- Requested all chairs send in budget requests including recurring costs (e.g. kayaks).

## ADJOURNMENT

**Motion to Adjourn:** 4:17 p.m.

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

*Meeting audio recording available through the PSS office.*