

Minutes of the General and Senate Meeting – APPROVED

March 23, 2023 (in-person in the Buffalo Room, business conducted)

Convener: Tim Tryjankowski

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

Senators Present: John Ball, Kim Behun, Jaclyn Bodack, Ed Brodka, Jennifer Chazen, Jessica Byerly Coram (sent Frances Fiscus), Sean Cunningham, Mark Ferguson, Allen Gaeddert, Vince Harzewski, Hugh Jarvis, Jeremy Jungbluth, Chris (CJ) Keough, Mark Mariglia, Tim Matthews, Sherene Milizia, Adam Pawlowski, Marlo Roetzer, Melinda Saran (sent Karen Joppe), Neil Savoy, Eileen Sirianni, Virginia Stever, Krystal Testa, Tony Walesczak, Faren Gault Wilson, and Michael Yates (sent Mary Clare Fahey). .

Senators Absent: Kathie Bartelo, Charlie Baxter, Kelli Cott, Summer Cruz, Courtney Doxback, Lynn Emminger, Rita Ferri, AJ Franklin, Lauren Galgovich, Kathryn Griswold, Janiece Jankowski, Zachary Jenney, Kimberly Krzemien, Carl Lam, Doug Levere, RJ Multari, Susan Ott, Lisa Patterson, Pam Rose, Janet Schrum, Daniel Schweitzer, Beth Slater, Ryan Speaker, Fred Stoss, Jennifer Vick, Maria Wilson, Lisa Zander and Ashley Cannon-Zelasko

Guests: Ann Bisantz, dean of undergraduate education; Craig Abbey, vice provost for institutional analysis and planning; and Carol Van Zile-Tamsen, associate vice provost and director of the Office of Curriculum, Assessment & Teaching Transformation

Parliamentarian: Rachel Poole

Staff: Jessica Naish

Recorder: No recording was made.

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

Quorum reached: 26 senators and 3 officers present.

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

[Meeting started with the land grant acknowledgment.](#)

PRESENTATION OF AGENDA – Tim Tryjankowski

- **Motion to adopt Agenda:** Tony Walesczak (Chris Keough) Passed

REVIEW OF PAST MINUTE(s) – Tim Tryjankowski

- **Motion to approve Minutes from Feb: 23, 2023 Jaclyn Bodack (Virginia Stever) Passed.**

Office of University Shared Governance

Professional Staff Senate

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GUEST SPEAKERS

- Ann Bisantz, dean of undergraduate education; Craig Abbey, vice provost for institutional analysis and planning; and Carol Van Zile-Tamsen, associate vice provost and director of the Office of Curriculum, Assessment & Teaching Transformation presented an update of the Middle States Accreditation process (see [slides](#) for more details).
- Middle States Commission on Higher Education accreditation is required to disburse federal financial aid, and proves that we are consistent with how we describe our institution to the public. This is a 10-year cycle with our next review in 2024. The next cycle will be an 8-year review process.
 - o We are given a set of standards that UB needs to demonstrate how we meet them and continuously improve. We will describe how we explain our costs, develop our curriculum, manage our faculty and staff, track learning outcomes and the student experience.
 - o Currently undergoing our self-study and data collection process to write our documents that we will share. We are filling in gaps, identifying strengths and evaluating what material will be included. We are limited to 100 pages, so will have to select the final included elements carefully. This is more broad than our licensure processes.
 - o Have had virtual meetings and received good feedback. Our team chair is from Temple University. Our agenda for the visit and next steps will be set in the winter.
 - o Over 120 people involved including many professional staff.
 - o Q&A
 - Where is diversity and inclusion included?
 - Infused in many places, particularly in the ethics and integrity section.
 - Will it hurt us not to have an LGBTQIA+ center like Temple?
 - We can demonstrate how we support those students.
 - 20 years ago we needed a way to track students better and we bought PeopleSoft. Any gaps like that this time around?
 - Not yet, but we are still collecting data.
 - What happens if there is a huge gap identified?
 - If there is something factually incorrect, we can respond and provide evidence. If they have a substantive recommendation or if are out of compliance, we can work to update and repair.
 - Not all SUNYs on the same cycle, do you think struggling campuses will become apparent through this process?
 - Financial health is one of the components. We are healthy. The comprehensive universities are doing OK. Some schools are deficit but overall SUNY looks OK as a system.

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CHAIR'S REPORT – Tim Tryjankowski

- Congratulations at this time go to Kim Behun, Don Erb, Sherene Milizia, Virginia Stevers and Tony Waleszczak for running great campaigns. Don Erb as chair-elect and Tony Waleszczak as secretary-elect have been confirmed. The vice-chair election ends tomorrow. Senator elections coming soon.
- Provost Weber was to join us for today's meeting and he sends his regrets as he is traveling. He will join the Executive Committee meeting on April 13.
- There is new movement on the renaming of Audubon Road and the resolution we sent to President Tripathi. It seems even the Audubon society is dropping the name. I asked the faculty senate to write their own appeal to UB administration to rename the road that touches campus. AJ Franklin as the SUNY student rep is also going to take the matter up.
- We honored shared governance with a successful joint PSS FS executive committee meeting earlier this month – the meeting was attended by the SUNY wide Faculty Senate President Keith Landa.
- The joint child care committee report was given to Vice President Hubbard.
- I shared a Chronicle of Higher Education report with the SUNY wide faculty senate and asked for SUNY to set up a system wide workshop with authors of the report for a serious discussion. The report is titled Best Practices and Difficulties in Hiring, Retaining and Path to Promotion of Professional Staff in Higher Education.
- I was alerted by the school of nursing that they were denied a request to purchase and plant a tree in honor of a deceased former employee. I have asked Tonga Pham to explain why. We hope to invite the newly hired campus arborist/landscaper to an upcoming PSS meeting
- Earth Day is in April – PSS officers have been asked to participate in a program being organized by UB's Office of Sustainability
- The April 27 general membership meeting is a field trip to Athletics. After we start in the UB football team meeting room, we will hear from Athletic Director Mark Alnutt and take a tour of the Murchie Family Field House and learn about construction going on over there. After that meeting we hope to host a happy hour to celebrate a fantastic year in the PSS and to welcome in our newly elected officers, senators and committee chairs.
- **Motion to accept report: Chris Keough (Neil Savoy) Passed.**

VICE-CHAIR'S REPORT – Don Erb

- *Awards Committee:* No update this month.
- *Budget Advisory Committee:* Continuing to process fund requests. Remaining balance is \$17,500, so funding is available for events.
- *Constitution and Bylaws:* Elisabeth Rebmann is joining this committee. Bylaws are under review to align with the approved election changes.
- *Election Committee:* Chair and secretary election results have been confirmed. A second ballot was needed for the vice-chair after the top vote getter withdrew from the election. Since our governing

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documents never accounted for this issue, we followed Robert's Rules of Order to make clear our intention to have open voting. This election closes tomorrow. Nominations for the Faculty Senate alternate seats closes today. Watch for that ballot to come jointly from the Faculty Senate and the PSS.

- *Inclusion and Diversity:* Over 130 people attended the “Why Digital Accessibility is Fundamental for Inclusion”. They will also cosponsor the May 4 Inclusive Excellence Summit.
- *Marketing and Communication:* January newsletter had 2,262 recipients with 672 opens (30.34%). February newsletter had 2,246 recipients and 639 opens (28.87%).
- *Recreation and Wellness Committee:* The PSS has posted two videos from the American Heart Association for CPR and AED use. Future training opportunities to come.
- *Retirees Committee:* No update this month.
- *Staff Development / Welcome Committee:* No update this month.
- *Sustainable Living Committee:* No update this month.
- *Welcome Committee:* No update this month.
- **Motion to accept report: Hugh Jarvis (Jaclyn Bodack) Passed.**

SECRETARY'S REPORT – Catherine Donnelly

- No report

UNFINISHED BUSINESS

- None (beyond updates already shared).

NEW BUSINESS

- Will have elections committee review the process for future elections and campaigns, will be discussed at future EC
- When officers are elected, the chair has to find a new parliamentarian. Chris Keough would like to join the committee.
 - **Motion to accept this committee (with the addition of Chris) Neil Savoy (Hugh Jarvis) Passed**
- PSS Connect list will continue to be moderated through election cycles. It cannot be used for election or other sensitive topics. Will be moderated until Monday and then put back on moderation for the senator election process. There are lots of jobs being shared so we want to keep it open as much as we can.

Motion to Adjourn: 4:04 p.m.

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