Meeting called to order by Ann Marie Landel at 2:30 PM.

1. Minutes:
May 8, 2014 meeting minutes were approved.

2. Report of the Chair
   a. Welcome all new Executive Senators and Senators.
   b. Ann Marie suspended her report until after Nancy Paton discussion

3. Guest Speaker – Nancy Paton, Vice President for University Communications
   See Presentation online at:

   Nancy welcomed the feedback from the Professional Staff Senate Executive Committee and thanked the committee for meeting with her.

   She began her discussion talking about key themes in higher education which included the University at Michigan Football program who put their quarterback back in the game while injured with a concussion. Students have protested and have called for the removal of the Athletic Director and coach. Universities have a public that is asking more critical questions of what we are doing and how we are doing it. She is seeing trends in lifelong learning and
used the School of Architecture as an example where the average age of the student is 63. We are seeing more first generational students coming into higher education. The University is working with the Buffalo Schools to complete the FAFSA for Federal Financial Aid. We are seeing a greater influence internationally with an increase in international students. There is decreasing state and federal support for universities. Retention of our students is also important for us. Universities are getting ranked by our students using social media such as College Prowler. We have to position ourselves better with our current students. We are also addressing national issues such as sexual aggression and reviewing and revising our policies as a result of the national discussion.

She next discusses what she has learned in her first 100 days. She has spent a lot of time listening and learning from many people on campus. Some of the key themes were found. One main theme consistently across campus was a need for a higher awareness of the University at Buffalo. We need to share what we do well. We need to create a distinctive and differentiated brand. She sees a need to better increase our engagement together through internal communications. Now we have to determine what the best method to deliver internal communication is for the university community. A third issue was how we handle issues. We want to make issues that occur on campus more accessible to you. We’d like to bring everyone up to date with our Strategic Plan.

The University is creating a three year plan on communications. The goal is to create a contemporary communications and marketing organization that advances the mission, strategies, and people of the university. Through enhanced collaboration campus-wide, elevating University Communications expertise, and leveraging UB’s standards and metrics, University Communication will develop a brand, focus on national/international media, create internal communications channels, strengthen issues & crisis management, and organize digital & social media platforms.

Questions and comments for Nancy Paton:

Ann Marie informed Nancy that the PSS has send out a survey to all Professionals. One of the questions was how do you like to hear from PSS (via email, FaceBook, etc.). Ann Marie said she would share the survey with Nancy when the survey has run its course.

There was a fairly long discussion of UB branding and whether or not we are considered the State University of New York at Buffalo or the University at Buffalo, State University of New York.
4. **Report of the Chair Continued.**

   a. Senators Orientation 9/17. We have 50 senators. 27 senators attended. Area 2 is lacking greatly.
      i. Ann Marie is encouraging Senators to host Area Meetings/Gatherings and notify her of the meeting before 10/16
      ii. Area IV is having a tour of the Earthquake Simulation Lab on 10/8
      iii. Other areas are working on their events
   
   b. Call for Nominations for SUNY Wide FS Senator in Health Sciences
   
   c. Nominations for the PSS Chair, Vice Chair, and Secretary will be going out in November. The term will start on July 1. Please consider applying.
   
   d. In September the Provost asked for PSS Exec assistance for names for the decanal review of Dean Michael Glick. I asked for information related to the decanal process such as qualifications etc., which was provided. We provided:
      - Carol Van Zile-Tamsen, Associate Director Office of Educational Innovation & Assessment
      - Kimberly A Behun, Sr. Program Analyst, Nursing Admin & Finance
      - Michele Sedor, Sr. Programmer Analyst, Institutional Research
      - Kathleen Kielar, Training and Business Process Redesign coordinator, PSS Secretary
      - Libby Morsheimer, Sr. Advisor, Student Advising Services
      - Karen Miller, UB School of Dental Medicine: Director of Student Services, Office of Student Affairs/ Admissions
   
   e. The PSS Survey has gone out to all senators in August. The feedback received helped with some changes to the survey going out to the general membership. We intend to have a report available at the general membership meeting.
   
   f. The first general membership meeting will include Teresa Miller and Linwood Roberts and a Clothing Drive kickoff. The topics of discussion will be including the UB downtown changes with the medical campus and how UB will be working with the community. We will also be collecting clothing until 10/30. Bring your clothing at the Center for Tomorrow.
   
   g. PSS Officers have been meeting with HR staff Susan Steck, Kelli Hennessey, Deborah Hard and Amy Myszka. This is a result of the feedback from the Executive Senators on the resolution for Continuous Learning Culture (which was developed by the P&G committee.) The resolution was rescinded with the agreement to meet with HR to address the issues presented in the resolution. Things being worked on are:
      iv. Created a SharePoint site for PSS/HR to share information
      v. LMS approved for HR – rolling out other infrastructure initiatives before this goes into place.
      vi. HR Website being worked on – training classes will be one of first to rollout
      vii. Putting together a list of classrooms available on campus for training.
viii. List of trainers university – wide and the topics/contact info
ix. Working on training topics and needs on campus. Need representatives on committee to provide input. – the PSS survey will also provide input.
x. Next meeting is Oct 20th to look at survey and continue with collaborating.

h. Ann Marie met with Minahil Khan – the UB Council Student Representative. She would like to collaborate on joint interests between PSS members and students. If any committee needs student involvement, connect with her. Student concerns include parking at the south and downtown campus, UPD protection, and Sustainable Living and Inclusion and Diversity committees. She says her student clubs can provide assistance.
i. There will be a Supervisors Learning Forum on Customer Service on Thursday, Nov. 6th (Susan Steck)
j. Next SUNY Plenary is October 23-25th at SUNY Environmental Science & Forestry in Syracuse. We will report on the Plenary contents on the PSS website. A tangential note to SUNY is that Dr. Alex Cartwright has accepted the Provost and Exec Vice Chancellor of SUNY. Alex is still a UB faculty member in Engineering.
k. Campaign for the Community – is going on now. Check out www.buffalo.edu/ubcares/sefa for more information a video explains the needs and what the impact of the campaign does for the community.
l. We are working on a PSS YouTube presentation
m. The SUNY Committee in Diversity, Equity, and Inclusion is holding a Diversity Conference in Albany on November 12-13. More information can be found at: http://www.cvent.com/events/2014-suny-diversity-conference/custom-21-04c2be59910946b087647f3d5c468972.aspx
n. CIT is looking for a new Director of Customer Service. This is a new position designed to draw better relations with students, faculty, and staff.

7. Vice Chair Report on Committees and initiatives:
   a. Summer BBQ was June 25th and was held in Ellicott
   b. We were not able to do the tailgating football game this year as a result of lack of interest.
   c. Welcome Reception for New employees 10/23 Honors College. Over 150 professionals are new. 30 responded to attend.
   d. Sustainable Living Event 9/16 – over 1000 attended
   e. PSS Website – all committee pages are being updated
   f. Diversity and Inclusion will be hosting a presentation entitled “From Combat to Classroom: Helping Veterans Transition to Life on Campus” from noon – 1:00 PM in 107 Capen Hall.
   g. They also are planning a Pot luck event being for December
   h. Policy and Governance Committee look into procedures regarding variety of ways for participation and voting.
i. Awards Committee - Call for SUNY Chancellor’s awards, Outstanding Service award and PSS outstanding service award coming soon. We encourage you to nominate a colleague for the PSS Outstanding Service Award!

j. Staff Development is conducting a short survey of interests and a call out for membership. They will be hosting their first planning meeting later in the month.

k. Elections committee is looking for nominations for the following:
   i. SUNY Senator Health Sciences area
   ii. PSS Chair (November)
   iii. PSS Vice Chair (November)
   iv. PSS Secretary (November)
   v. Area Senators in March/April/May for next year’s Senators and Executive Senators

l. We will be having a clothing drive going to start Oct. 16. We will be working with Linwood Roberts who has connections in the community. We will be seeking volunteers for the 16th to help with collection and boxing of clothing.

m. There will be a request for committee outcomes for the upcoming year that will help with discussions with the President and Provost. We will also be looking for ways to communicate events to you without taking up meeting time.

8. Old/New Business
   • Celebration of Excellence at Slee Hall on October 8th.
   • October 17, State of the University Address
   • If you know of anyone who would like to be a senator in your area, please let Ann Marie Landel know.

9. Adjournment

10. Meeting adjourned at 4:00 PM.
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