Professional Staff Senate Executive Meeting
November 6, 2014

Convener: Ann Marie Landel

Recorder: Kathleen M. Kielar

Agenda:
1. Approval of past minutes from October 2, 2014
2. Chair Report
3. SUNY Faculty Senator Report on Plenary
4. Vice Chair Report
5. Guest Speaker – Nancy Wells, Vice President for Philanthropy and Alumni Engagement
6. Meeting Adjournment

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1. Minutes from October 4, 2014 were not posted and thus the group could not vote on them.

2. Chair Report
   a. Thank you to everyone for coming to South Campus.
   b. Ann Marie is going to continue to send the SUNY news clips to keep you informed as to what is going on at SUNY. She is also sending Plenary documents that are also posted on the PSS website. Some of these documents that she would like you to take a look at include SUNY metrics that will determine budgets and Presidential evaluation metrics. These are due on November 18.
   c. Survey was sent out to PSS 2900 professional staff member. The survey is currently being analyzed further by a small group. We have provided the initial analysis via email to you all, as well as have posted it on our website.
   d. PSS / HR Meeting – We are trying to work towards better partnering initiatives with HR. Meeting last month included discussion about the survey and what HR can take from it.
      i. HR has gotten the approval to purchase the LMS, however implementation will be a little off in the future as HR continues to work on their website changes.
      ii. HR has changed way they offer some classes and have redesigned some into smaller chunks of time to accommodate employee’s schedules.
      iii. They are encouraging supervisors to have staff attend training, how to make ambassadors of people who support training. Show value of empowering staff.
      iv. HR continues to deliver courses to departments, and developing next steps for employees and managers.
      v. Website - HR training catalog website that will have all HR administrative component courses. In April the new HR site will be coming out.
vi. Working with PSS on a Career Development idea and the PSS Staff Development committee. Want to set up a track for a series of career development initiatives. We were talking about recording this so professionals can take advantage of this on their own time.

e. Area meetings are taking place.
   i. Area I had a day for art making at the UB Anderson Gallery, as well as had a location and marketed for the Clothing drive. This was open to all Senators. We are trying to organize a pot luck holiday lunch on South Campus.
   ii. Area V talked about a tour downtown and meeting up at Ulrichs.
   iii. Area III be having a training on how to support and train student staff. This will be presented by Joe Meyers and we are projecting a date around Nov 21 in 107 Capen. We hope that this training will be a sneak peek into a new series for professionals. More information will follow.
   iv. Area IV had tour of MCEER. Earthquake Simulation Lab.

f. There is a large Diversity event in Albany November 11-13. UB will have a good presence at this event

g. Plenary Update – Minutes can be found at: http://www.pss.buffalo.edu/about/pdfs/plenary/SUNYFacultyPlenaryFall2014.pdf

h. SUNY Canton had threat that caused them to lockdown their campus. A student has posted a threat on the website Yik Yak. Ann Marie asked if UB was prepared for such an event. We are. The University’s plans for an event like this are detailed in the University All Hazards Emergency Plan which is available on line at: http://emergency.buffalo.edu/ub-emergency-planning.html. Specifics about our response framework start on page 11. Based on the events at Canton yesterday, a similar event here would be treated as a Level 3 Emergency, if the threat was more specific as to time and location it may only rise to a Level 2. In addition to the University Wide Plan, we also have a departmental general order in place that details specific police responses. We also have Memorandums of Understanding (MOU) in place between ourselves and surrounding agencies in case we have to call in additional resources (not sure if you were here for the incident at Lockwood, but that was good demonstration of how well those MOU’s work). The general orders and MOUs are not published publicly, but if have specific questions let me know and I can answer them.

i. Review SUNY Excels

3. Vice Chair Report
   a. Nominations will be taken for SUNY Faculty Senators for the Core area for the period of July 1, 2015 – June 30, 2018. These nominations will be out in mid-November.
   b. Committee Reports are emailed out with a reminder and placed on the PSS Website
   c. Clothing Drive update
4. Nancy Wells – Vice President for Philanthropy and Alumni Engagement

Nancy started out her presentation that the department has changed their name from Alumni Affairs to the new name of Philanthropy and Alumni Engagement. She has been here for 2.5 years.

Nancy’s presentation can be found online at:

Her presentation went over some alumni statistics, what types of entities donate monies, the amount of monies raised, and how it was spent. Most of our donors are alumni. Overall we are seeing a gradual decrease in alumni donations and we think that is because there is a sense from our alumni we are asking them for monies, but not getting them engaged.

We have faculty and staff that also give to the university. We would like that to be better. Please don’t confuse these numbers with the Community for Engagement fundraising project currently underway. We definitely would like to see faculty and staff participation increase rather than going downward.

She sees her strategic priorities as strengthen alumni engagement, increase philanthropic revenues, complete initiative-based campaigns, and grow the endowments. Of primary importance to her is connecting with our alumni’s.

Questions asked of Nancy included: What kind of impact did the President’s tour have on donations? We did see a nice uptick in giving which was nice. It wasn’t a huge amount, but we did see a definite trend in subsequent giving and engagement. One of the things we have to be careful on, however, is that we don’t overuse the President. We want him and need him, but we don’t want to overuse him.

Has UB given thought to the visual campaign to get younger alumni? We are looking at a comprehensive fundraising campaign. When the next @Buffalo comes out, our donor list is all students. We are trying to get the young and get them fired up. We want to get some visual profiles in the offices and in the Athletics office.

Much discussion went on about developing (doing) the culture of building UB. Ideas were shared amongst the group.

5. Old/New Business

6. Adjournment
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