

**UB Staff Senate  
Meeting Minutes**

**April 8, 2013**

**12:15\* p.m. – 1:30 p.m. BC 143**

**\* Please note new earlier start time**

I. Review and approval of minutes from February and March (Teresa Callison)

UBSS Chair moved to review the minutes online given the Secretary's absence at today's meeting.

II. Chair's report (Magui Cardona)

a. GSC Meetings

The document "[Developing Institutional Priorities](#)" was distributed and discussed. Authored by Harry Schuckel/A&F; purple notes were added by Karen Karmiol and James Hale to provide detail.

The normal GSC meeting time on 4/10 will be used for a budget town hall meeting. Each group of shared governance will be presenting.

i. Discussion of which priorities are most important to staff? Which priorities shouldn't be there? What's not there that should be there?

- Explanation of technology: expenditures of 1.6 million but operating budget of .5 mill; goal is to have 1.25mill by FY16
- Increased staffing for police is for 1 FTE
- Discussion about "new faculty positions" but nothing about staff positions to support past, current, and future enrollment growth.
- 1% merit salary increase discussion:  
Discussion on where this could/should rank compared to hiring additional staff.
- Comments can be forwarded to Magui or Giordana.

ii. This led to discussion led by Mary Maher regarding the UB faculty salary study. A study of staff salary compression is slated for summer 2013. Faculty was completed. Identified some cases in which a faculty who has been at UB is making less than someone newer, in a similar position. Confirmation that there are cases of inequity.

When staff salary study is complete, this 1% could play into satisfying some of the President's goals of preferred workplace and salary equalizing. Discussion whether this item should be designated for 1% salary equalizing, not a merit pool.

Maier added that if there are salary corrections, there may be the need to correct that over several fiscal years. Money for corrections typically comes from a central budget.

Also clarification that the April 2014 merit increase is tied to your April 2013 PMP.

- iii. Mary Maier also brought up the future effects of Affordable Care Act and needing to provide health insurance to CI/CII/student employees/adjunct, etc. Details are still being determined. This will be important for business managers budgeting appropriately for hiring CIs. Mary said this is likely too soon to worry about it.

b. Open Budget Meeting – April 10

This agenda item was addressed by the GSC meeting.

III. CUSS update (Dan Nagle & Kristen Tull - absent) [Notes read by UBSS Chair](#)

- Reminder to attend health benefits fair on 4/10
- We have a new life insurance company to replace MetLife (with Minnesota Life)
- Legislative session looking good so far

IV. University Committee Reports

a. Budget (Karen Karmiol & James Hale)

UBC is discussing transparency of budget information. Recommendations wanted from staff senate.

b. Work-Life (Cindy Schuster)

- i. Met 3 times. Waiting for strategic plan to become more detailed. Currently they are:
  - researching and gathering materials about work-life
  - inventorying examples of work-life at UB
  - trying to tie it to components of *Chronicle of Higher Education* work-life survey

They are looking at creating a survey because there hasn't been one on work-life.

- ii. Committee representatives: Magui Cardona advised all committee representatives to remember you are representing the staff senate and to take advantage of opportunities to positively impact staff. Infuse the staff interests into that committee.

V. Old Business

a. Meeting Procedures Document

With the approval of the new bylaws, the Executive Committee has approval to work on a meeting procedures document.

b. Terms

- The new bylaws address the terms of those serving on committees. It follows the same staggered 1-2 year terms applied to senators for the initial terms. Committee members will be notified this week if they are on a 1 or 2 year serving term. They are welcome to nominate themselves to serve again, and it would be for a 2 year term.
- As a reminder, nominations for six senator positions (to serve two years) are due Friday, April 12. All are encouraged to self-nominate or nominate a colleague.

VI. New Business

a. UB's Annual Staff Recognition Picnic (Judith McDonald)

- Judith is the co-chair of the Staff Recognition Day planning committee. They are asking for some staff volunteers for that day. Many committee members aren't able to serve for that day (because of all the moves on campus).
- They need help with activities the day of the event, as well as help with soliciting vendors for giveaways.
- She will distribute a file that lists items that need volunteer support.
- Also, the committee would like the Staff Senate to consider playing a permanent role in this activity.
- Date is June 13, 11 am -3 pm
- Mary Maher stressed that to have the Staff Senate highlighted as a key participant, it could lead to increased involvement in the Senate. Another example would be including a table at the Benefits Fair. Essentially, lobbying opportunities.

b. UBSS elections

- Reminder that we have lists now and this is a great time to use it for nomination lobbying and being more active with our constituency outreach.

- We need at least 6 people to be nominated/elected to have a full senate.

Meeting adjourned at 1:11.

Next Meeting: Monday, May 13, 12:15 p.m. – 1:30 p.m., BC 143