

**General Membership Meeting
Minutes of October 23, 2008**

Convener: Janiece Kiedrowski, Chair

Recorder: Cherie Williams, Secretary

AGENDA

1. Approval of the minutes of September 25, 2008 meeting.
2. Report of the Chair
3. Report of the Vice Chair
4. Report of the Secretary
5. Guest Speaker: Scott Nostaja, Interim Vice President of Human Resources and Chief of Staff to the President and members of his staff
6. Guest Speaker: Maria Wallace, Director of Parking and Transportation and Chris Austin, Assistant Director of Parking and Transportation, speaking on "UB Car Free, Parking and Transportation Paves the Way".
7. Old/New Business
8. Adjournment

MINUTES

1. Approval of the minutes of September 25th

The minutes were unanimously approved.

2. Report of the Chair

Janiece reported that a new video and audio campaign promoting UB called "Reaching Others" will be making its public debut this week. One of the first video spots will be presented on ESPN.

There was an Environmental Stewardship Forum held on Tuesday, October 16th at the Student Union. About 250 people attended, most of who were students. There are six subgroups/committees that are actively working in the areas of Energy, Research, Teaching, and Public Service, Transportation, IT and HR, Outreach and Communication, and Materials. Ideas about each of these areas were discussed and there was a vote for top recommendations in each category. The intent is to create a climate neutrality plan for the campus by next September. Details are available on the Master Planning website.

Janiece attended the recent SUNY Plenary. The search for a new Chancellor is on-going. They are still interviewing candidates and may be working slowly but want to ensure they select the right candidate. Campus governance leaders met and discussed the budget. There is a great disparity in how SUNY institutions are dealing with the budget cuts. It appeared that a number of institutions do not consult their faculty and decisions are being made at the administrative level only. Janiece was very proud of the fact that UB has gone about this with a lot of transparency and cooperation from faculty, staff and students. At this point a \$71M budget reduction has been proposed for campuses. SUNY is looking at a fair and equitable way to distribute these reductions. The SUNY Finance Committee may come to an agreement on how to make reductions by November 6th. They hope to communicate these reductions to

the campuses by November 18th. The Governor has called for another special session on November 18th to deal with \$1.2B shortfall.

There was a recent email communication from the Provost regarding the current budget situation. If you did not receive the email or you deleted it accidentally and would like to read it, please contact PSS and we'll forward the message to you.

3. Report of the Vice Chair

Ann Marie Landel reported that the mentoring Committee had received a number of applications for the mentoring program that will begin in the spring of 2009. Forms and additional information are available on the PSS web site.

“Teamwork Makes the Dream Work” diversity conference will be held on Saturday, November 8. Registration is available from the PSS website. The cost is \$15.00 for the day which includes lunch.

The Membership and Welcoming Committee held a welcoming reception in September for newly hired professional staff. The committee is following up with a survey to determine whether this experience was beneficial.

The Student Life Committee is meeting the week of October 27th. This committee is refocusing and redefining its mission.

The Web site and Standards committees are working together along with the former Newsletter Committee to look at ways to introduce blogging on the PSS website. The Newsletter Committee will become the Communications Committee.

4. Report of the Secretary

Cherie Williams reported that an email message announcing the book drive was sent earlier in the week. There are forty-two collection sites across all three campuses – 3 downtown, 14 on South and 25 on the North campus. A complete list locations can be found on the PSS website. She asked everyone to print the flyer that was sent with the email announcement and post it in their area. She indicated that staff could use their areas as unofficial collection sites and contact her for pick up after the drive ends. The committee has contacted the Student Leadership Center and will have students who wish to volunteer help with the sorting and distribution of books. She encouraged everyone to make a donation and thanked them for their help in supporting the drive.

5. Guest Speaker: Scott Nostaja

Scott Nostaja began by speaking to the group about the budget cuts. Janiece and Scott served on the Campus Financial Advisory Committee. He served in an advisory role to the President and Provost. The committee discussed important guiding principles that could shape their thinking with the budget crisis. A series of recommendations were made on how the campus could cut costs and also generate revenues. The Financial Advisory web site contains information regarding this. The first guiding principle was not to lose sight of the University's research and educational mission. The second principle was to stay true to UB2020. This process has been in the works for four years now and the University has distinguished itself because of it. The Provost sent letters to the deans and vice presidents asking them to think about where they can cut costs. The total cuts to UB could be about \$21M, although it is not clear whether UB will be asked to cut its budget by that amount. There is some good news according to Scott. SUNY has been in negotiations with the State Department of Budget and with itself to determine if it can absorb some of these cuts centrally. There have also been discussions about a tuition increase which would be good for SUNY. An increase in revenue could offset some of the forecasted cuts. What UB has done over the last four years has

positioned the university fairly well. UB has a very creative management team that is looking at ways in which UB could generate revenues by piloting programs that only UB could.

Leslie McCain (CAS) stated that students are concerned about big jumps in tuition. The Student Assembly in Albany passed a resolution asking for a rational tuition policy providing for regular and consistent increases. She asked if the state was considering this.

Scott replied that the President sat on the Commission of Higher Education panel and that was the panel's recommendation. They support and advocate for it fully. UB is also advocating for differential tuition rates so institutions can charge tuition based on the programs that schools have to offer.

Bill Coles (EOP) asked if the idea of selling the New York State Lottery to fund an educational endowment was still being discussed. Scott stated that there has been no discussion of this since Spitzer left office.

Ann Marie Landel (CIT) asked how the Master Plan would be affected by budget cuts. Scott replied that UB is on target with Phase I and it will be completed next month. Operating funds are under attack right now. The capital budget has not been targeted, so the Master Plan process is still intact and expansion will continue.

Scott began speaking about the great Places to Work initiative. He said the Great Places to Work Institute has been evaluating companies for the past 16 years on what makes a company a great place to work. They concluded that the company has to look through the eyes of the employee to determine those characteristics. People who work for great companies have a great deal of trust in the people they work for. They trust the senior management to make strategic decisions that are good for the company and they trust their boss to treat them fairly and with integrity. Lastly people liked who they worked with and had high degrees of camaraderie. UB has been trying to do all these things – build trust through respect, credibility and fairness; create activities that will generate pride in the university; try to connect people.

Scott discussed initiatives and developments that have occurred to help UB become a great place to work. The Wellness and Work Life Balance Department has demonstrated that UB cares about the health and well being of its employees. Kathie Frier and Amy Myszkak have been an important part of this new initiative. They have created walking programs, the Move It to Loose It contest, and have advanced a smoking cessation program that the State sponsors.

Work life balance is important to making UB a great place to work. There are alternate work arrangements in Human Resources and in other department on campus. The UB Day Care program is being expanded.

UB now has an expanded EAP program with a full-time EAP Administrator, Debbie Hard. EAP offers department supervisor workshops, IAMT meditation, and a program that provides powerful tools for caregivers. In the near future they will be offering "Stretching Your Dollar: Maintaining Good Credit in Bad Times" program.

The Training and Development program has expanded in the last year. UB now offers 45 instructor led courses; there is a new orientation program; a broad-based catalog of on-line and instructor led courses with over 4,000 different e-learning programs. All of these are intended to invest in the personal and professional development of employees.

UB has made a number of efforts to build pride and camaraderie at the university. The first ever campus conversation was held last April. The Bulls Backyard Bash with the first ever UB Idol took place in the fall.

As a result of all these efforts, UB was named a great place to work in Western New York by Business First. The Chronicle of Higher Education conducted a survey of the best colleges to work for in the U.S. There were seventeen categories that colleges were evaluated on. UB rated high in 8 categories – Tenure Clarity and Process, Collaborative Governance, Career Development, Research and Scholarship, Housing Assistance Programs, Health Insurance, Compensation and Benefits, Vacation/Time Off, and Post-retirement Benefits. Human Resources won three awards this year alone. One was from SUNY and another was from the Colleges and Universities Professional Association of HR Professionals. This was a national award and 1700 colleges and universities applied for it.

Scott indicated that he would like to return to a future meeting and speak to our group about the value of relationships. He stated that people who have one friend at work have a 50% chance of remaining with that company. 97% of people who have three or more true friends in life indicate their life is good. The ability to reach out and make friends at work can be challenging.

Scott continued that one of the ways to make UB a great place to work is to build camaraderie by encouraging employees to get involved with their community. There is a lot of individual pride that occurs when people volunteer. UB would like to expand the opportunities for employees to participate in community involvement. There are ways that people can get involved on a regular basis. Currently there is a working group putting ideas together.

Scott asked the audience for suggestions of how employees could get involved in the community and asked for specific interests and ideas. The group responded with the following ideas:

- Volunteer at St. Luke's Mission, the City Mission and work with developmentally impaired individuals.
- Work in the neighborhoods that surround our campuses.
- Work in the many soup kitchens across the city that need volunteers on a regular basis.
- Bring employees and students together to work on joint initiatives like student escort services and first responder services to create partnerships.
- Have people volunteer on campus to pick up garbage and plant gardens.
- Work with the elderly in nursing homes by becoming a companion.
- Help community organizations with staffing – grant writing, accounting, computer work.
- Create a speaker's bureau of professionals who could speak at community events.
- Assist those who are re-entering society from prison with needed services so they can be gainfully employed.

Scott closed by addressing rumors that people had heard on campus. He said that President Simpson was not leaving nor was the Provost; the Center for the Arts was not for sale; retrenchment will not occur unless the Governor reverses himself. Scott would rather see early retirements offered if staff reductions have to occur.

6. Guest Speakers: Maria Wallace and Chris Austin

Maria Wallace began her presentation by stating the core mission of Parking and Transportation Services. It is "dedicated to balancing the demand of parking allocation and transportation alternatives in efforts to best serve the University at Buffalo community." The Parking and Transportation Department reports to the Division of Student Affairs. They have 20 full-time employees and 17 part-time drivers who drive the campus shuttles. The department contracts with First Transit and that company employs about 50 bus drivers.

Parking and Transportation offers a number of parking services including vehicle registration, parking regulations and enforcement, information booths, special events parking, lot maintenance and paving, 1620AM campus advisory station and short-term parking. They

register more than 27,000 cars per year, maintain just over 16,000 parking spaces and have 89 parking meters. The department also provides the following transportation services: the UB Stampede buses, Park and Ride Shuttle Services, Para transit Services, bicycling at UB, ridesharing via Good Going WNY, mall and market shuttles, transit advertising and the downtown circulator.

The UB Stampede fleet totals 24 buses. It operates Monday through Sunday from 7 a.m. until 2 a.m. Twenty-one buses operate during peak demand time which is 7 a.m. until 5 p.m. weekdays. Thirteen of these buses travel intercampus, five travel exclusively from Lee Loop to the Ellicott Complex and three are used as express transportation from Flint to the South campus. These buses carry 20,000 people daily. 12,000 passengers are transported between the North and South campus each weekday (there are 204 departures from each campus, with each bus carrying on average 29 students). Up to 8,000 passengers are transported each week day between Lee Loop at the Student Union and the Ellicott Complex between the hours of 7 a.m. and 5 p.m.

Parking and Transportation also provides the Park and Ride Shuttle service. The Red Line carries 2,525 passengers per week. The Green Line transports 2,000 passengers each week and the Yellow Line transports 2,250 passengers per week. These shuttles all serve to move people around the campus and from peripheral lots into the core of the North campus. The Orange and Blue Lines make South campus and Downtown connections. They also provide Mall and Market services to students on Wednesday and Saturday. The Para transit Services provide safe and timely inter and intra campus transportation for UB students and employees who have disabilities. This service provides over 1,500 pickups per year. The total annual ridership on UB's transit offerings is 3.5 million passengers. This decreases the number of vehicle trips on campus per day by 10,000 on average.

Maria wanted everyone to be aware of the following demand management strategies that have been put in place by Parking and Transportation. They include restrictions on first year residents. They can bring their car on campus but it can only be parked at their residence hall lot. Resident Parking is always under review to determine how many students need to drive off campus for jobs or residency programs. Commuter Only Parking lots are new this fall. They are located in Jarvis and in the Hochstetter B lots. Several other demand management strategies include Buffalo Blue Bikes where you can borrow a bike across the city, Walking – On Foot - Under 10, The UB Stampede, Park and Ride Services, the Downtown Circulator, NYS Ride (Tax-free program), bicycling at UB, Rideshare – Good Going WNY, and the Mall/Market Shuttle.

Parking and Transportation is 100% self-funded and is IFR based. The revenues for Parking and Transportation come from the following sources:

- \$48,000 from Faculty and Staff hangtags
- \$175,156 from paid parking
- \$494,173 from parking violations
- \$6,503,939 from student fees

The revenue is dispersed on the following expenses:

- \$3,693,988 is spent on busing
- \$618,472 is expended on parking
- \$1,325,827 is spent on facilities which includes plowing and maintenance
- \$831,781 is expended on police services
- \$505,531 is spent on the GUSF which is the general accounting fee
- \$246,269 is spent on taxes

Parking and Transportation Services have a number of unfunded initiatives that they are interested in pursuing if money was no object. They include:

- A hybrid bus fleet which would cost about \$500,000 per bus
- Wi-Fi on buses at a cost of approximately \$8,000 per bus or \$192,000 for the full fleet
- Heated shelters at a cost of \$50,000 - \$70,000 depending on size
- GPS with a start up cost of \$143,000 and an annual recurring cost of \$90,000
- Zip cars that would be peppered across the campus (allow people to rent those by the hour) – cost is \$54,000 for a 3 car program.
- NFTA Transit Program at a cost of \$1,350,000 for all students
- Neighborhood Shuttling at a cost of \$8,400 per week, plus 2 additional shuttles at a cost of \$51,000 each to cover staff and fuel.
- Emergency Ride Home
- Visitor Center – cost to replace one booth is \$50,000
- Parking Ramps – this could provide multiuse space where parking is hidden and retail and residential space is available. Cost is \$26,000 per space.
- Bicycling Infrastructure – would like to expand bike routes and biking paths.

There are a number of challenges that the department faces, one of which is the collective bargaining agreements that limit the amount of revenue the department can take in. They currently charge \$9.65 for a parking hangtag. Parking is a condition of employment at UB. The student fees generate the most income, yet most student lots are on the periphery of campus while staff and faculty lots are in the core areas. Another challenge is the lack of public transportation that is available to the North campus. There are few connections to the suburbs and the airport. The HEPI index-fee cap imposes limitations on the student fee structure. Green initiatives in terms of fueling are limited as well because of HEPI. A cultural change is needed in order to make our carbon footprint smaller on campus. The lack of capital funding makes it difficult to maintain the lots. It costs between \$3,200-3,600 per spaces to physically maintain the parking lots.

Maria encouraged everyone to use the services that her department offers and help to make UB car free. She circulated fliers that described all the ways in which UB can become “car free”.

The floor was opened for questions. Jim Gordon from the Libraries asked whether investing in the NFTA program would be good for UB and would help reduce costs by eliminating the need for so many UB Stampede buses. Maria replies that the NFTA cannot support or provide the capacity for our students. They have been in negotiations with the NFTA and the NFTA wanted all students to purchase passes. Chris Austin added that UB provides departures every 5 minutes. The NFTA could not provide this level of service. Most students are traveling to class, to study groups or to work and they need timely transportation. They have found that most students would not use this service to the fullest. Only 3,000 students were interested and the NFTA would not move forward with this type of pilot. He indicated that conversations are on-going.

Someone asked whether there was a way that faculty and staff could show support for the unfunded initiatives that were listed. Maria answered that at the recent Environmental Forum on campus they were soliciting input from participants to give them ideas of what they would like to see occur on campus with parking and transportation, i.e. support a bicycling infrastructure.

Cherie Williams asked why parking fees were so low. Maria replied that the fee was just raised from \$6.50 to \$9.65 and that just covers the cost of registering your vehicle. The fee structure is mandated SUNY-wide – it is a condition of employment. They would have to renegotiate this with the unions. This year they attempted to negotiate a \$15.00 charge, they ended up getting \$9.65.

Amy Hothow asked whether building parking ramps would make sense in certain areas of the campus. Maria responded that ramps have been proposed. If this university grows to the numbers that have been projected, parking ramps will be necessary. Ramps can be aesthetically pleasing and contain retail and living space if they are designed correctly.

Jim Gordon stated that the NYS Ride became effective on October 1st. You can use pre-tax dollars to form or join a van pool. A company called VSPI participates in this. The company owns the van, pays for repairs and insurance. It will come and get you or you can meet at a designated location. Van pools are forming now, so he suggested going to the NYS Ride web site and check to see what is available in your locality. This would be particularly helpful for those living in outlying areas.

Fred Covelli asked if UB derives any revenue from the parking spaces on the South campus that are used for NFTA Park and Ride parking. Maria replied that the revenue we receive is minimal and it is not based on the number of spaces they use.

Janiece wondered if Parking and Transportation could be creative with the hangtag charges and charge more for parking spaces that are closer to buildings. Maria indicated that the bargaining agreements do not allow for this although some universities like Cornell do this.

Mary Henesey asked whose responsibility it was to ensure that traffic flows smoothly when there are events on campus. Maria replied that traffic flow is controlled by campus Police and when there are competing events and classes are in session it can take a while to get the traffic off campus.

Bill Coles publicly thanked Maria and her department for the fine work they do on campus and said he particularly appreciated the assistance that is given for vendors to park on campus during the Wellness Day event.

7. Old/New Business

Jessica Biegaj spoke to the group about the Campaign for the Community (the former SEFA campaign). The campaign kicked off several weeks before and she indicated that this is an opportunity for employees to make charitable donations through payroll deductions. Dr. David Dunn, Vice President for Health Sciences is chairing this year's campaign. He has asked everyone to participate and particularly to send your reply to Human Resources. She publicly thanked the 200 liaisons who help to coordinate the campaign through their individual departments. To-date \$96,000.00 or 7% has been raised. 374 people have responded.

8. Adjournment

The meeting was adjourned at 5:00 PM.

Area I – Health Sciences

Peter Bush (P)
Fred Covelli (P)
Tirzah Evege-Thompson (E)
Tracey Gawron (P)
Rebecca Goodman (P)
Shaun Hoppel (P)
Vita Milisauskas (A)
Mike Schlicht (P)
Kathleen Weaver (P)

Area II - Core Campus Academic Units

David Ballard (A)
Michelle Chassé (A)
Joann Crofts (P)
Amy Hothow (P)
Anastasia Johnson (A)
Margot Keysor (P)
Zoe Kosten (A)
Leslie McCain (P)
Andrew Wilcox (A)

Area III – Student Support Services

Randy Borst (A)
H. Williams Coles (P)
Michelle Gonzales (A)
Kathleen Kielar (P)
Mary Pitts (A)
Eugene Pohancsek (A)
Michael Rivera (A)
Daniel Ryan (P)
Lucinda Scott (A)
Amy Wilson (E)

Area IV – University Support Services

Miranda Ashby (P)
Kimberly Doyle (A)
Rita Ferri (P)
Joann Greenzweig (E)
Janice Hamm (A)
Christopher Keough (E)
Ann Mongiovi (A)
Jason Parker (P)
Susan Prefontaine (P)
Pamela Rose (P)
Eileen Sirianni (P)
Anne Marie Swartz (P)
Laura Yates (E)

Area V – University Administration

Christopher Austin (P)
Nancy Battaglia (P)
Linda Burey (P)
Donna Czaja (E)
James Guy (A)
Sharon Harezga (P)
Nicole Hayden (P)
James Jarvis (P)
Robinette Kelley (P)
Keshia Lanier (P)
Louise Lougen (A)
Amanda Maines (A)
Amy Myszka (P)
Michele Poitras (P)
Carol Van Zile-Tamsen (P)
Calvin Worthy (E)

Officers:

Janiece Kiedrowski (P)
Ann Marie Landel (P)
Cherie Williams (P)
Larry Labinski (ex-officio) (A)

A – Absent
E – Excused
P – Present

Guests:

Jerry Lindner
Mary Henesey
Lynn Leistner
Jim Gordon
Judi Fadel
Marjorie Buscker
Jim Reger
Al Ermanovics
Maria Wallace
Natalie Douglas
Renee Greene
Jim Simon
Linda Velazquez
Deborah Hard
Jessica Biegaj