



**Professional Employees Council  
Binghamton University**  
<http://pec.binghamton.edu/>

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**PEC Annual Report  
2002-2003**

**Officers for 2002-2003 Academic Year:**

Karen Fennie	Chair
Marybeth Lennox	Vice Chair
Cheryl Dimick	Secretary

The Professional Employees Council at Binghamton University is the officially recognized governing body representing the concerns and needs of approximately 800 professional employees on campus. There are 26 elected Council members representing specific constituency areas. Council meets bi-monthly to discuss issues affecting professionals.

This report will provide an overview of PEC's goals, activities, and accomplishments for the 2002-2003 academic year.

**PEC 2002-2003 Goals**

**I. General Goals**

1. Continue to develop PEC's role as a campus governance body for professional employees thereby increasing campus awareness of PEC.
2. Identify and work on professional development issues of interest to professional employees.
3. Address issues that may affect professional employees as they arise in the coming year.
4. Work with University administration and appropriate committees and assist with communication on issues such as parking availability, safety and the campus calendar.
5. Continue to work with Faculty Senate on issues of mutual concern.
6. Continue mentoring program for campus professionals.
7. Review yearly the constituency list of PEC members.
8. Use listservs, dateline, PEC web page and events calendar to communicate quickly and effectively and promote discussion among PEC Council members.
9. Work with senior administration regarding professional representation on search committees.
10. In conjunction with the University President, the University's Chapter of United University Professions and the Research Foundation, recognize professional staff for contributions to the University.

**II. Specific Goals**

1. Establish membership of standing committees and designate chairs.
2. Seek commitment from the President and appropriate Vice President for professional development funds and devise a plan for their use.
3. Continue discussions as necessary regarding the topic of discretionary raises.
4. Meet with each Vice President to discuss issues relating to professionals on campus.

5. Continue to monitor the impact of PEGASUS, OASIS and BUS implementation on professionals.
6. Review the affect of enrollment increases on professionals.
7. Work with senior administration to be appraised of budget decisions and the impact on professionals.

### **PEC Accomplishments 2002-2003**

- **PEC Fall Constituency Luncheon**
  - The luncheon is held annually and provides an opportunity to formally and publicly present the PEC Distinguished Service Award. Professionals honored with the Chancellor's and University Awards for Excellence are also recognized at this event. We were honored to have President DeFleur make remarks at the luncheon. The President's office, Division of Research and United University Professions provided key support making the event possible.
- **Finding a location for the Distinguished Service Award**
  - Several locations were explored and Council members weighed in on preferred locations for this award. A report summarizing options was presented to President DeFleur who approved placing the award in the Couper Administration Building lobby.
- **Creation of a listserv of all Professionals for distribution of PEC minutes**
  - The President's office has encouraged PEC to explore less costly options regarding distribution of PEC minutes. Council member Sue Repine researched the issue and Council approved moving to an electronic distribution of most minutes. Ms. Repine also developed procedures for updating and maintaining the list to insure that all professionals receive PEC minutes. PEC's Communication Committee will oversee management of the listserv.
- **PEC Council meeting guests**
  - The following guests were invited to PEC Council meetings to provide information and entertain questions from professionals regarding issues affecting the campus as well as general information about the activities and responsibilities of key campus committees and departments.
    - President Lois DeFleur
    - VP Rodger Summers
    - VP Kelly
    - Paul Parker/Gail Yaus- Parking Advisory Committee
    - Tony Preus- Personal Safety Advisory Committee
    - Linda Morales Husch/Valerie Hampton- University Diversity Advisory Council
    - Karen McCarthy/Paula Russell- Student Services/Oracle
    - David Hagerbaumer- Campus activities and Orientation
- **Service on Other Committees**
  - Donna Denoncourt represented PEC on the Committee for University Environment (CUE). PEC also presented reasons for why it should retain a seat on the re-formulated CUE.
  - Lee Nesslage and Sue Repine reported to PEC on BU Faculty Senate meetings.
  - Kathy Beard reported to PEC on state Faculty Senate meetings.
  - Several members of PEC were involved in supporting BU Advocacy Day in Albany.

## **PEC Standing Committee Reports for 2002-2003**

### **Communications Committee**

Co-Chairs: Sherri Warriner, Kevin Burke; Members: Lee Nesslage, Paula Russell

#### **Accomplishments:**

- Updated the webpage with a new look. The new page is more user-friendly and features some of the following information:
  - Posting of upcoming PEC meeting dates/times
  - Posting of current Council members
  - Posting of date/time/place of constituency meetings
  - Posting of annual report
  - Posting of PEC Council meeting minutes
  - Posting of Standing Committees and members
  - Updated photos
- Established a comprehensive listserv for all PEC members/constituents (coordinated by Sue Repine). Members (subscribers) are notified when recent minutes are available online.

#### **Future Goal:**

- Work on updating the PEC brochure will begin in fall 2003.

### **Rules Committee**

Co- Chairs: Darryl Wood, Ken Holmes; Members: Tony Poole, Catherine Sentz

#### **Accomplishments:**

- Successfully completed the election process for 2003-2004.

### **Professional Development Committee**

Chair: Don Guido; Members: Ruth Stanek, Robert Mess, Fran Goldman, Joe Walker, Donna Denoncourt

#### **Accomplishments:**

The Professional Development Committee organized several sessions aimed at enhancing the knowledge and skill of professionals. These included the following:

- PowerPoint for Professionals
- Brown Bag Luncheon on topic of IDA Awards
- Brown Bag Luncheon on Public Speaking

**Future Goal:**

- Continue to explore and present topics aimed at further enhancing the skills and knowledge of professionals.

**Distinguished Service Award Committee**

Chair: Marybeth Lennox; Members: Cheryl Dimick, Lisa Gilroy, Nancy Lamberti, Kelly Wemette, Mary Lou Sollis, Nuala Mabe, Karen Fennie

**Accomplishments:**

- Successfully completed the process of nominating and selecting DSA award recipients. In fall (2002), PEC honored two award recipients, Mary Woolson (5 or more years service) and Michael Nostrom (fewer than 5 years of service). Ms. Woolson and Mr. Nostrom were honored at the Fall Constituency Luncheon and were given certificates of recognition as well as \$50 gift certificates to the Oakdale Mall (the gift certificates were donated by the mall).
- A plaque was purchased and recipient's names were inscribed. Subsequent recipient's names will be added each year. This plaque is proudly hung in the lobby of the Couper Administration Building.

**Future Goal:**

- Now that the DSA process has been completed one time and donations continue to accumulate, the committee is exploring options regarding raising overall award amounts or possible other uses of the funds to honor recipients. In general, the committee has established a goal to allow the bottom line of the account to continue growing. The committee will aim to spend 50% of what the account has accumulated. The money will be spent on such things as engraving of the plaque, creating/printing certificates, paying for the gift certificates if the mall cannot donate every year and awarding an additional \$50, possibly cash award for the recipients as well as covering the costs associated with award recipient guests at the Fall Constituency Luncheon.

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