



Professional Employees Council
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PROFESSIONAL EMPLOYEES COUNCIL

August 11, 2004

Couper Administration Building, AD 148

Present: E. Abate, C. Altsmansberger, R. delaFuente, L. Gilroy, B. Jenson, S. Lewis, N. Mabe, L. MacKenzie, D. Martin, R. Mess, T. Robinson, P. Russell, S. Santobuono, D. Stone, D. Wood, J. Yaples, V. Young

Absent: S. Ballard, R. Barron, K. Burke, K. Fennie, C. Fuller, G. Glover, F. Goldman, D. Guido, D. Hawkins, I. Husisian, L. Klein, B. Kilmarx, M. Lennox-Dunn M. Loveria, L. Nesslage, M. Sollis, R. Stanek, J. Walker, S. Warriner, I. Fang WU

Guest: None

I. Approval of Minutes

- The council postponed the approval of minutes until the next meeting.
- R. Mess opened the meeting to all PEC members who wished to be nominated for the PEC E-board. PEC council members voted on the nominations and selected the following individuals to serve the council: D. Stone, Chair; N. Mabe, Vice-Chair and B. Jenson, Secretary. R. Mess turned the meeting over to D. Stone.

II. Standing Committee Reports

- D. Stone asked for updates from PEC committees. A brief description of each committee was given. New Council members were encouraged to serve on the committees. It was announced that PEC council members may serve as chair or co-chair of these committees and that all campus professionals are eligible to serve on any PEC committees.
 1. **Communications Committee:** L. Gilroy and L. Abate will serve as chair and co-chair respectively. L. Gilroy will speak with committee members regarding updates and will investigate website opportunities for PEC.
 2. **Rules committee:** This committee currently meets 1-2 times in Fall/Spring but will mainly communicate with its members via e-mail. C. Altsmansberger, S. Lewis and N. Mabe volunteered to serve on this committee.
 3. **Professional Development Committee:** This committee arranges for workshops to be presented to campus professionals. R. Barron, Chair; T. Robinson Co-Chair, R. delaFuente volunteered for this committee.
 4. **Distinguished Service Committee:** This award is designed to recognize the exemplary service of Binghamton University professionals both on and off campus. New volunteers: L. Gilroy, T. Robinson, R. Mess & V. Young.

IV. Old Business

R. Mess will bring old minutes/files to next meeting for the chair.

V. New Business

- Each PEC committee chair will prepare an annual report regarding their respective committee activities. R. Mess will collect and compile the reports and prepare them for presentation to the University President.
- D. Stone requested that each committee chair bring a current list of their members.
- D. Stone and M. Lennox will contact the University President, Provost and Vice Presidents to schedule meetings with PEC.
- D. Stone and R. delaFuente will make PEC Orientation Packets and D. Wood will make up signs for new council members.

- D. Stone stated an announcement of the newly appointed PEC Executive Board members will be posted on DATELINE. In addition, campus professionals will be invited to participate in PEC committees.
- Arrangements for PEC's Annual Constituency Dinner were discussed. D. Stone will research coordination efforts.
- Discussion ensued concerning various committees on campus and whether PEC representatives served on these committees. More research needs to be done in this area.

VI. Other

- PEC discussed possible speaker opportunities on topics of interest to campus professionals. The discussion included: Space Allocation Updates, Charge Back Committee Information, Information Commons Update concerning R25, and ITC/NYSEG complex updates. Campus Professionals are invited to make suggestions for possible speakers.

VII: Announcements:

- Full PEC meetings will continue to take place on Payroll Wednesdays. The Executive Committee will meet every other Wednesday starting August 18th in the Fine Arts Green Room at 1:30 p.m.
- CHOW WALK here on campus October 17th. Contact Marybeth Willis for details. Volunteers are needed to walk and work for the event.
- A memorial service will be held on Friday 8/13 at 3 pm in Susquehanna Room for Alan Smith who was a cook in the union. Campus professionals are invited to attend.

VIII. Next Meeting:

A motion was made by C. Altsmansberger, seconded by L. Gilroy and the meeting was adjourned at 3:00 p.m. PEC will reconvene as regularly scheduled on Wednesday, August 25th, 2004 in AD 148 at 3:00pm

Professional employees are encouraged to provide PEC with responses to items discussed and reported in the minutes. Professionals are also encouraged to suggest agenda items and to attend PEC meetings. Please direct suggestions or your request to be added to the PEC listserv to Dave Stone, PEC Chair, X76560 or stoned@binghamton.edu.