



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

MINUTES

**January 12, 2005 - 3:00 – 4:30 p.m.
AD-148, Couper Administration Building**

Present: C. Altsmansberger, J. Dorak, G. Glover, D. Hawkins, B. Jenson, C. Kester, L. Klein, S. Lewis, N. Mabe, R. Mess, T. Robinson, S. Santobuono, D. Stone, J. Walker, D. Wood

Excused: E. Abate, R. Barron, M. Lennox, L. MacKenzie, D. Martin,

Absent: C. Fuller, L. Gilroy, D. Guido, I-Fang WU, J. Yaples, V. Young

Guest: Vice President Ferrara, S. DeClemente

I. Approval of Minutes

The minutes were approved for December 1, 2004 one correction—S. Santobuono was Present.

II. Announcements:

A. D. Stone welcomed and introduced J. Dorak as new member. Packet will be prepared and given to her at next meeting.

B. D. Stone: Dr. Sonnenfeld had to be out of town but Vice President Ferrara will attend today. Will reschedule Dr. Sonnenfeld later.

C. Strategic Plan Draft is on-line, for review; comments.

III. Standing Committee Reports

a. Communications—G. Glover-Still doing interviews with award winners.

b. Rules---D. Wood---Need to setup meeting to discuss nominations procedure.

c. Professional Development—T. Robinson—gave an update on the mentor luncheon. Went well, had 40 plus people. F. Goldman to confirm supervisor workshop date; February or early March brownbag on Time Management. D. Stone Thanked UUP for providing food for the Mentor Luncheon.

d. Distinguished Service---N. Mabe—Nothing to report at this time.

IV. Old Business

D. Stone: Upcoming Presentations---February 9--Terry Webb, Residential Life; February 23--Diane Campbell, EAP; March 9--EH & S Hazardous Material; April 2009—J. Meador, Library Services

D.Stone: Received Thank you from Buffalo with a hardcopy of the report and a CD. D. Stone asked if committee wants Buffalo to come and visit? D. Wood requested to read the report before following up. Asked if report could be sent by e-mail. The sub-committee will meet to discuss report.

M. Hizney offered to come to a meeting to discuss SPAM.

D. Wood: Need to discuss memberships again.

D. Stone: Need to schedule President and reschedule Dr. Sonnenfeld. D. Wood has talked to Enrollment Mgt but no response as of yet.

January 26, 2005 cancelled due to classes beginning. D. Wood—reminded everyone of the Spring Constituency Brown Bag meeting. D. Wood, R. Mess discussed ADVOCACY DAY—April 19, 2005. D. Wood explained process, encouraged more people involvement.

D. Stone: will look at Spring Constituency Date find a for room, work with President's Office regarding money.

R. Mess: Please read the Strategic Plan and forward suggestions via e-mail. T. Robinson has read it and is concerned over staff, recruiting, retention. Requested everyone check it out.

Professional Development Funds: D. Stone would like an ad hoc committee to meet. Will discuss at next meeting.

Annual Forum is January 18, 2005 at 9 am in LH 1.

V. New Business: None at this time.

Meeting turned over to Vice President Ferrara.

Charge Backs:

Explained how budget reductions raised a question about how the charge backs worked on campus. A Quality Team was formed to look at all of the rates and who charges them. Came up with a more standardized system. The goal is not to make a profit but to cover the expenses of replacing equipment, etc. Implemented in Spring '04 and will be reviewed on an annual basis.

Space Allocation:

This function has been moved to M. McGoff who works closely with V.P. for Administration. M. McGoff would have information on what is happening.

Capital Plan:

Gave an update on plans for downtown. Intended to house classrooms and a conference center to include Broome Community College and Empire State College. No new buildings for on-campus are in the plans at this time but renovations/additions are being studied. Classrooms---Provost and Vice Presidents are discussing equipment needs and ways to improve technology in the classrooms (wireless, laptop).

Budget Impact:

Deferred to the Forum for specifics. The ultimate goal is to be more efficient and effective with our resources. Banner System was evaluated extensively and would have cost \$3-4 million. Decided it was not value added at this time. Talked about the Dickinson refurbish. Explained some of the procedures and problems that would be encountered. Hope to make a decision by SP05. This is a significant project. University Plaza Buildings are owned by the Binghamton Foundation Housing Corporation on land leased from Newmann Development. Student Accounts will bill for the monthly rent. Discussed if would affect residential life. Discussed computer/internet setups, phones, etc. and the affects on the computing service department. Computer access will be via the TV cable system in each apartment.

Vice President Ferrara ended at 4:00 pm.

Meeting re-convened: D. Wood discussed the accident that happened where a faculty member was hit by a car. More lighting is needed and traffic enforcement. D. Wood requested people e-mail or contact him with ideas/concerns regarding safety issues.

Next E-Board meeting February 2, 2005

Next PEC full meeting February 9, 2005

Meeting adjourned at 4:15 p.m.