

Supportive Professional Staff Council

Draft Minutes

November 10, 2022

Teams and In Person AL 203

10:00 a.m.

Approved December 8, 2022

Call to Order: President Bohanon called the meeting to order at 10:01 a.m.

Roll Call: Costello called the roll and confirmed a quorum.

Members Present: Eric Armstrong, Nathan Birtell, Felicia Bohanon, John Boswell, LaBrian Carrington, Melanie Costello, Heath Duncan, Liz Guess, Joe Lovelace, Frances Mitchell (Admin Aide), Margaret Myles, Scott Mooberry, Tom O’Grady, Jesse Perez, Michelle Pickett, Andrew Rogers, Christina Sutcliffe, Jason Underwood, Manuel Valdez, Dan Wolfe, Megan Woodruff

Guests Present: Patricia Erickson, Andrew Mazur, Malhar Saheed

Approval of Agenda: Properly motioned and seconded (Rogers/O’Grady); all in favor, none opposed. Agenda approved by voice vote.

Approval of October 13, 2022, Minutes: Properly motioned and seconded (Mooberry/Myles); all in favor, none opposed. October 2022 minutes approved by voice vote.

University Committee Reports:

Faculty Senate: Andrew Rogers reported the Senate’s robust discussion about faculty engagement in shared governance. Here is an excerpt from the minutes of that meeting:

“A pilot project will be undertaken in the coming months to encourage greater engagement of the FS body during committee reports, perhaps posing a specific question or topic prior to the FS meeting so that members can come to the meeting prepared to provide feedback during the related committee report time.”

Vice President’s Report: Posted on SharePoint/SPSC Reps & Alts; SPSC Reps & Alts & Guests.
[November VP Report](#)

Old Business: None

New Business: Committee Reports:

Advocacy: Melanie Costello: No report. Meeting next week.

Awards: Megan Woodruff: No report. *[Still only two members on this committee.]*

Communications & Technology: Jason Underwood shared slides of current SPSC web pages, comparing them with similar OSC pages, along with some thoughts for improving with some minor changes. The committee is soliciting suggestions for other changes. Jason consulted with Holly Nicholson who shared her approach and the tools she uses. Some suggestions were: including a group photo on the website; perhaps share survey results; include names of new and departing SPS employees?

Constitution & Elections: Tom O'Grady: The committee's work will entail aligning current practices with Constitutional language. This process may be completed by summer. There is a large quantity of language to review in addition to the committee's work on elections in the spring. A suggestion was made that we do not meet in June and July.

Events: President Bohanon opened the floor for discussion of possible event/s around the holiday season and something else in the spring. It was decided we need to select a date now. **Tuesday, December 13** was proposed and accepted. Members were asked to put their time preference in Chat: 11:30-1:00 pm. or 3:30 – 5:00 pm. Members decided to do a **3:30 – 5:00 Happy Hour** at the Husky Den.

[Please Note: The Events committee has one member and no chair.]

Professional Development: Liz Guess reported they are looking at developing some training with help from Brian Smith. Possibly adapting the existing supervisor training to our needs. The committee is looking for suggestions. Please put your ideas in Chat, or email Lupe Flores, Chair, gflores8@niu.edu

Regional and Community Relations: No report.

SPS Dependent Scholarship Committee: Ron Smith sent a committee report although some people did not get it. Frances volunteered to re-send it to everyone. Here is a copy of Ron's message:

"The SPS Dependent Scholarship Committee had its first meeting on September 8, 2022, that occurred during the breakout sessions following the September SPSC meeting. Our committee consists of the following members: Ron Smith, Scott Mooberry, Heath Duncan, and Eric Armstrong. The next meeting is scheduled for Wednesday, November 30, 2022. This date was selected to shadow the opening of the SPS Dependent Scholarship Fund application on November 15, 2022. The purpose of the meeting will be to confirm everyone's access to the SPS Dependent Scholarship Fund portfolio in MyScholarship, review the applicant and review process, and verify any scholarship application submissions. The committee will meet an additional 2-3 time between November 30th and shortly after the application close date of February 14, 2023 to review and select scholarship winners."

Announcements: Eric Armstrong announced tomorrow's Veterans Day event. Their entire program will be held in Altgeld Auditorium beginning at 11:00 a.m.

Eric will be serving as our representative on the search committee for VP for Research and Innovation Partnerships. The first meeting of that committee is December 1.

Adjournment: President Bohanon adjourned the meeting at 10:40 a.m.

Representatives: Please contact our SPSC Secretary, Melanie Costello, and SPSC Administrative Aide, Frances Mitchell, if you are unable to attend a meeting. They will identify an Alternate for you. Alternates: You are invited to attend all meetings.
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*Respectfully submitted,
Melanie Costello, Secretary
Supportive Professional Staff Council*