Northern Illinois University  
Supportive Professional Staff Council Meeting  
MINUTES  
Thursday, July 12, 2012  
HSC Clara Sperling Skyroom  
10:00 a.m.


Excused: Catherine Doederlein, Dana Gautcher, Tris Ottolino and Anne Petty-Johnson

Absent: Gail Hayenga

Guests: None

Call to Order
The meeting was called to order at 10:06 a.m. by Supportive Professional Staff Council President Todd Latham.

President Latham shared the Orientation for new Council members was held prior to the day’s meeting. He formally welcomed new members to Council and began with introductions. He then proceeded with the business of the day.

President Latham asked for additions to the agenda. Haliczer asked to add “Update on SPSC Survey” under ‘Old Business’. Hearing no further changes, he asked for a motion to approve the agenda. The motion to approve the amended agenda was made by Hardy and was seconded by Miller. The motion to approve the amended agenda was passed unanimously.

President Latham asked for corrections to the June 14, 2012, meeting minutes. Hearing no corrections, he asked for a motion to approve the minutes. The motion to approve the minutes was made by Love-Moore and was seconded by Anderson. The motion to approve the meeting minutes was passed unanimously.

Attendance was taken and a quorum was confirmed.

Guest Speakers
There were no guest speakers for the July SPSC meeting.

Announcements
A. Benefits Choice
Haliczer announced there was no news regarding Benefits Choice. She reminded Council some of the HMO plans were extended on an emergency basis. A final decision is expected to be made by September and she stated there may be another Benefits Choice period later this year. Human Resources will contact employees when there is news.
B. Pension Update
Haliczer informed Council; the Governor signed a bill requiring retirees to start paying for their health insurance, as rates are still being determined for retirees no changes have occurred yet. She also shared the Governor has signed a bill which will cause major penalties for state universities who rehire retirees starting in 2013. She advised Council to closely monitor the NIU State Pension and Budget Update webpage for any updates. She strongly urged Council to read the SCURS and State Annuitants webpages for additional news. She suggested to Council those who are not members of the NIU Annuitants Association (NIUAA) should consider joining now to stay informed of any breaking news.

C. Ombudsman Search Update
Haliczer thanked President Latham, Tim Griffin (retired Ombudsman), Stang and D. Smith for their time assisting the search committee. She announced the search committee made an offer which was accepted by Sarah Klaper, from DePaul University, who will begin on August 16th. Events are being planned to welcome her to campus.

D. Archives
Gilbert announced she is gathering items from the past fiscal year to be included in the SPS Council Archive collection. Any committees with items they would like included can send them to her. She plans to deliver the items by the end of the month.

E. Faculty and Staff Appreciation Days
R. Harris reported in response to suggestions from Council, Athletics is announcing dates for the Fall Athletic “Faculty and Staff Appreciation Days”. Volleyball, 2011 MAC Conference Champs, will host their events on Saturday, August 25, 2012, during matches at 2 p.m. and 7 p.m. at the Convocation Center. Football will host their events on Saturday, September 29, 2012, in a game against Central Michigan at 2:30 p.m. at the Huskie Stadium. Employees will receive an email telling them when to begin picking up their four (4) free tickets. Additional tickets will be available at a cost of $8 each. President Latham asked the Events committee to begin plans for a SPS Tailgate before the September 29th football game.

Committees of the Council

Awards
Gautcher was unable to attend meeting, Haliczer shared there was nothing new to report. Haliczer described for new Council members the awards the committee works on and invited new members to consider joining.

Communications
Xidis reported she is going to schedule the SPS group photo to be taken before the August 16th meeting. All Council Representatives and Alternates are asked to be in the photo which will be taken on the stairs in the HSC Lucinda Avenue entrance. She also reported she has updated the SPSC website with all the new Council and the Communications committee will begin working on the next newsletter very soon. She asked Council to review the current newsletter and send her any suggestions.

Constitution & Elections
Stang reported Division 3 Representative, Judy Santacaterina, resigned her seat due to changing work responsibilities. Stang announced Lamb agreed to move from Division 3 Alternate to Representative and Gail Jacky has agreed to serve as Alternate completing the remainder of Lamb’s term. Stang made a motion to move Lamb to Representative and to
appoint Jacky to Alternate in Division 3. Peska seconded the motion. **The motion to approve Lamb as Representative and appoint Jacky to Alternate in Division 3 was passed.**

**Events**
Hardy reported with the dates of the Athletic “Faculty and Staff Appreciation Days” now known, her committee will begin planning for a tailgate for the September 29th football game. She also encouraged new Council members to consider joining the Events committee.

**Finance**
Funkhouser reported the Council budget for 2012 – 2013 is $2,500 which first must be approved by the Finance committee and will be then come before Council for vote. She offered a brief explanation of the different accounts she oversees for the Council. She also asked those interested in Council finances to consider joining the Finance committee.

**Legislative Issues**
Peska advised Council members to be prepared for further pension debate in Springfield during the Fall – as many believe a decision might not be made until after the November elections. He advised Council to remind constituents to review the Legislative Resources on the SPS website and to review the resources Haliczker mentioned during her report. He also reminded Council the Alumni Association also has an advocacy group.

**Technology Resources**
Ostenburg reported he has updated and given the necessary Council members access to the SPSC GroupWise shared address book. He also noted all Council Representatives and Alternates to date had received appointments for all the SPS Council meetings for the year.

**Workplace Issues**
Lamb shared the Workplace Issues committee takes on the goal of working to resolve some of the challenges SPS employees have in the workplace. She said over the last year the committee worked on 11 or 12 different issues. Lamb encouraged those Council seeking variety and wishing to assist employees and their concerns consider joining the Workplace Issues committee. She also asked all Council to review the ‘SPS Statement on Professional Ethics’ which is on the SPS webpage to see if changes are necessary. Those with any suggestions can send them to Lamb or K. Smith.

**Vice President**
D. Smith asked Council to be sure to review her report, which focused on the Computing Facilities Advisory Committee. She highlighted some aspects of the report. Wi-Fi upgrades continue across campus with the Rec Center, Campus Life Building and Holmes Student Center seeing upgrades soon, with a goal of having Wi-Fi coverage in 90% of buildings within two years. Beginning this Fall, printing quotas for students in computer labs will begin to be phased in, with ultimately no free printing for students by Fall 2015. The Founders Memorial Library and ITS are moving ahead with plans to create a cyber café in the lower level of the library. Student email will be moving to Goggle Apps over the summer – which will offer better email to students and cost savings to NIU. Faculty and Staff mailboxes will not change. She shared it was reported GroupWise is moving to a virtual environment in June. She added if anyone has questions about her report, to please contact her.

President Latham reminded Council all SPS selected to serve on a university committee are to send a monthly report to the Vice President. Those SPS selected for university committees for this year should be receiving their appointment letters soon.
OLD BUSINESS

A. Update on SPSC Survey
Haliczer informed members every four years the Council surveys all SPS employees to rate concerns and campus satisfaction. This year work is beginning in advance of the Higher Learning Commission 2014 Accreditation site visit. Haliczer has a committee selected which will work on this SPSC survey. During the summer, the committee will begin working on the format so she can present it before Council for feedback. President Latham and Xidis reminded Council the 2010 Survey summary is on the SPS website under the ‘Resource and Assistance Page’. The data which is collected is also useful to the SPS Council as it can dictate issues for Council to review in the future.

NEW BUSINESS

A. Council Elections (Vice President, Secretary, Treasurer and 2nd Representative to University Council/Faculty Senate)
Stang shared with Council it was time to hold elections for Council Vice President, Secretary, Treasurer and 2nd Representative to University Council/Faculty Senate.

Stang opened the floor to nominations for Vice President. Biletzky nominated D. Smith. K. Smith nominated Stang – who respectfully declined the nomination. Haliczer made a motion to close the floor to nominations. D. Smith was named Vice President by acclamation.

Stang opened the floor for nominations for Secretary. D. Smith nominated Gilbert and was seconded by Walk. With no other nominations, Gilbert was named Secretary by acclamation.

Stang opened the floor for Treasurer nominations. Gilbert nominated Funkhouser which was seconded by Hardy. With no other nominations, Funkhouser was named Treasurer by acclamation.

Before opening the floor to nominations for the 2nd Representative to University Council/Faculty Senate, Stang asked President Latham to provide some duties of the representative. Following President Latham’s explanation, Stang opened the floor to nominations. Stang explained Council will be voting on the Representative and an alternate. Gilbert nominated Haliczer. K. Smith nominated Peska. Hearing no further nominations, Stang closed the nominations for a ballot vote. Peska was elected 2nd Representative to University Council/Faculty Senate with Haliczer serving as Alternate. Stang thanked Council for their time.

B. Council Committee Sign-up
President Latham passed a committee sign-up sheet and reminded Council, Representatives must serve on at least one committee as per Council Constitution. Alternates were invited to also sign-up for committees.

C. Guest Speakers
President Latham informed Council during the first Council meeting of the year, a list of names for guest speakers to invite to Council is compiled. He added every year President Peters and Dr. Steven Cunningham are invited to speak before Council. President Latham opened the floor for additional names speakers. The following list was generated from the discussion as potential speakers for this year: President John Peters, Dr. Steven Cunningham, Felicia Bohanon (Chair, Presidential Commission on the Status of Minorities), Dr. Laura Vazquez (Presidential Commission on the Status of
Women), Dr. Greg Long (Chair, Presidential Commission on Persons with Disabilities Chair), Charles Schumann (Chair, Presidential Commission on Sexual Orientation and Gender Identity), Toni Tollerud (Faculty/SPS Personnel Advisor), Sarah Klaper (University Ombudsman), Carolinda Douglas (Vice Provost for Academic Planning and Development), Doris Macdonald (Higher Learning Commission Steering Committee Chair), Jim Lockard (SURS representative), Alan Rosenbaum (Executive Secretary, University Council and Faculty Senate President), Dr. Matthew Streb (Political Science), David Stone (Office of Research Compliance and Integrity), Dr. Eddie Williams (Executive Vice President Business & Finance and Chief of Operations), Dennis Barsema (College of Business/Motivational Speaker) and Chief Donald Grady (NIU Police and Public Safety). President Latham asked Council to send names of speakers to him.

University Committee Reports
President Latham reported the Board of Trustees, Faculty Senate and University Council won’t begin meeting again until next month and Operating Staff Council met today, so he had no report for this month.

President Latham asked all Council committees to hold a meeting at the conclusion of the day’s meeting since business had been concluded early. He asked committees to hold election for Chair, if possible.

Adjournment
President Latham asked for a motion to adjourn the meeting. Builta made a motion to adjourn the meeting. The motion was seconded by Lamb. The motion was passed unanimously and the meeting was adjourned at 11:02 a.m.

Minutes Respectfully Submitted by
Lesley Gilbert, SPSC Secretary