Northern Illinois University  
Supportive Professional Staff Council Meeting  
SPECIAL MEETING MINUTES  
Thursday, November 1, 2012  
HSC Room 306  
9:30 a.m.

Present: Pat Anderson, Eric Biletzky, Karinne Bredberg, Steve Builta, Melissa Burlingame, Mark Canaday, Kimberly Cecil, Neil Dickey, Catherine Doederlein, Dena Funkhouser, Lesley Gilbert, Deborah Haliczer, Anne Hardy, Holly Holliday-Jones, Marti Jernberg, Gillian King-Cargile, Todd Latham, Debra Miller, Kiera Miller, Scott Peska, Donna Smith, Kathy Smith, Michael Stang, Brian Walk and Rachel Xidis

Excused: Alicia Czachowski, Gail Hayenga, Julia Lamb, Anne Petty-Johnson and Rita Yusko

Absent: Cliff Bottiglier, Dana Gautcher and Jonathon Ostenburg

Guests: None

Call to Order
Reading from a prepared statement, President Latham called to order the Special Meeting of the SPS Council on November 1, 2012 at 9:35 a.m. Council Secretary Gilbert took attendance and a quorum was confirmed.

President Latham asked for a motion to approve the agenda. The motion to approve the agenda was made by D. Smith and was seconded by Miller. The motion to approve the agenda was passed unanimously.

President Latham reminded Council that today’s business was limited only to those items on the agenda.

President Latham announced the Constitution of the Supportive Professional Staff Council under Article V, Section 3, authorized the Council’s President or Executive Committee to call special meetings. The purpose must be stated in the call of the meeting and except for cases of emergency, a three (3) day notice is required. He announced a Special meeting call and agenda was sent on Tuesday, October 23, 2012, to Council members. He asked Gilbert to confirm this notification. She confirmed the Special meeting call and agenda was sent to all SPS Council members on October 23, 2012.

President Latham announced that Article 8 of the Northern Illinois University Constitution places as a duty and obligation of the Supportive Professional Staff Council to select one SPS member to serve on the Presidential Search Advisory Committee. He asked Council to vote in support of his service to SPS and confirm his appointment to the Presidential Search Committee, effective immediately. The motion to appoint President Latham to the Presidential Search Committee as SPS Council Representative was made by Haliczer. The motion was seconded by Anderson. The motion to appoint President Latham to the Presidential Search Committee as SPS Council Representative was passed unanimously. President Latham thanked Council for its continued support.

President Latham shared there were two goals for the special meeting. The first was to select the SPS representative for the Presidential Search Committee. The second was to seek input from Council on what attributes the next president should hold. He shared that from conversations with General Counsel Jerry Blakemore this input may be called for at the November 8, 2012, Special BOT meeting.
President Latham announced he proposes to collect this input in two manners. He will seek input from Council today during this meeting. He is also going to send out a call for all SPS employees to provide their input between November 1, 2012 and November 6, 2012.

President Latham went to the blackboard to write down Council’s desired attributes in the next president, while Gilbert also took notes of the discussion. Council’s desired attributes include:

- Experience working with tight budgets
- Lobbying experience
- Strong belief in shared governance
- Knowledgeable of employee issues/concerns (Be equally concerned with students & staff)
- Increase efforts to retain and reward staff
- Be interested in quality vs. quantity of students
- Be interested in environmental sustainability for NIU
- Have a collaborative style
- Be a leader vs. manager
- Economic development – Be able to build morale between NIU and the surround community
- Be familiar with NIU and Illinois’ concerns/Pension issues
- Support departments by providing better infrastructure (i.e. Repair buildings, labs, classrooms – which will provide a better learning environment for students)
- Bridge the gap between Student Affairs and Academic Affairs
- Integrity
- Have hands-on experience with diverse cultures/staff
- Workload to resources balance (Understand that only so much can be done with limited resources)
- Be in touch with employees
- Be able to expand NIU’s vision externally
- Understand, support and appreciate the role of SPS at NIU
- Go out across campus and really listen to what the employees have to say (make the rounds/trenches/MBWA)
- Be a good communicator (frank/open/honest)
- Have a commitment to demonstrating and modeling ethics
- Be able to communicate well with Alumni and ‘Friends of NIU’
- Engagement with regional community, business and industries (not limited to DeKalb)
- Be intentional in expanding diversity
- More focus on non-traditional students (long-term focus)
- Reconstruct Senior-level administration. (Put more money into hiring those not in senior positions, but doing day-to-day NIU operations)
- Transparency in presidential duties/decision-making
- Be tech savvy. (Keep NIU moving ahead technologically)
- Give equal focus to transfer students
- Continuation of Vision 2020 goals (revisit them to ensure completion)
- Be in touch with student needs and be approachable (open/involved/student-centered)
- Come in with Presidential knowledge (not someone who will need to spend time learning how to be President. Be able to assess and take action without learning curve.)
- Higher Education/Educational background vs. Business (Or a mix of both????)
- Be politically astute
- Be able to break down bureaucratic red tape (Flat governance structure)
- Not be afraid to fight for/on behalf of NIU, students, faculty and staff
President Latham thanked Council for their input. He asked them to speak with colleagues and constituents to gather their input and to remind SPS employees to be ready to answer his call when asking for SPS employee input.

**Adjournment**
He thanked Council for their time and asked for a motion to adjourn the meeting. Builta made a motion to adjourn the meeting, which was seconded by Peska. **The motion was passed unanimously and the meeting was adjourned at 10:06 a.m.**

Minutes Respectfully Submitted by
Lesley Gilbert, SPSC Secretary