Northern Illinois University
Supportive Professional Staff Council Meeting
MINUTES
Thursday, August 12, 2010
Sky Room, 10:00 A.M.

Present
Pat Anderson, Frankie Benson, Kay Chapman, Abby Chemers, Jen Clark, Walter Czerniak, Neil Dickey, Cindy Ditzler, Samantha Fisher, Deborah Fransen, Dana Gautcher, Deborah Haliczer, Anne Hardy, Liz Harris, Ryan Harris, Julia Lamb, Todd Latham, Laura Lundelius, Jonathon Ostenburg, Lyndon Perkins, Scott Peska, Dawn Roznowski, Donna Smith, Kathy Smith, Michael Stang, Connie Uhlken, Rachel Xidis, Phil Young, Rita Yusko

Guests
None

Absent
Bradley Badgley

I. Call to Order
The meeting was called to order at 10:05 a.m. by Supportive Professional Staff Council President Todd Latham.

Chemers made a motion, seconded by Lamb, to approve the agenda with the addition of B. under announcements: House Calls. **Motion passed unanimously.**

Dickey made a motion, seconded by Czerniak, to approve the SPSC minutes of the July 15, 2010, meeting. **Motion passed unanimously.**

Attendance was taken and a quorum was confirmed.

II. Announcements

A. University Benefits Committee/Annuitants Association.
Haliczer reported that Chemers and Terry Borg are the SPS representatives on the University Benefits Committee. They are encouraging active employees who are not already members of the NIU Annuitants Association (NIUAA) to join. The minimal fees (which can be paid through payroll deduction) help the NIUAA and the State Universities Annuitants Association (SUAA) helps in the efforts to serves as a voice for members, keep them informed, among other activities. The benefits for employees include up-to-date access to information on their pensions and benefits after retirement. There is a form on line or Council members can contact Lee Ann Henry in Advancement Services or sign up at the next Council meeting. Chemers noted more members means that the SUAA will have a better chance to be heard in Springfield. There’s also an annual meeting of the NIUAA at NIU. Perkins pointed out that he has found being a member very beneficial and that there are trips and events that members may participate in. Haliczer also noted that the University Benefits Committee will be
distributing a list of talking points for employees to use if they choose to contact their representatives.

B. House Calls. Stang reported that Housing and Dining is still in need of volunteers to help with House Calls. This is a program where faculty/staff are paired with student leaders to check in on students after the end of the second full day of classes to see how they are doing and to answer any questions. The time commitment is about three hours including a light supper and training before the actual visits. Any interested Council members can contact Stang or complete the registration form on line. Haliczer encouraged Council members to be as visible as possible those first few days of move-in and classes to assist students and family members and Latham agreed that it’s important that Council members are a presence on campus. Latham took an informal poll as to how many Council members are helping with new students such as move-in, Huskies Helping Huskies, and UNIV 101, with most Council members being involved in at least one of these activities.

III. Committees of the Council
Latham reported that after brief committee reports, he will ask the Council for a recess so each committee can meet to establish chairs and a date for at least the first meeting and potential topics for discussion.

A. Awards
Haliczer reported that she and Gillis have been the co-chairs and the committee is responsible for the selection process of the SPS Award for Excellence, SPSC service awards, and certificates of recognition. They also award Faculty Development Grants when funding is available.

B. Communications
Xidis announced that she has scheduled the Council for its annual photograph for prior to the September meeting (September 9) at 9:30 in the stairwell at the northeast corner of the Student Center.

C. Constitution and Elections
Stang reported that he could use a few more members for this committee.

D. Events
Chapman reported that she was chair two years ago and Bobbie Cesarek was chair last year.

E. Finance
Chemers reported that there is not a lot going on since the budget is small, but she asked committee chairs to let her know of any anticipated expenses.

F. Legislative
Peska stated that there was no report. Czerniak noted that at the federal level a bill was passed to provide states with funding for Medicare/Medicaid and teachers salaries.

G. Technology Resources
Ostenburg reported that he has yet to update Groupwise groups since he still needed to confirm Council membership. He routed a list and asked Council members to let him know if there are any errors. He also noted that the change in Divisions 1 and 2 needed to be updated on the Council website. Xidis responded that she updated the Council representation, but still needed to update the departments that moved.
H. Workplace Issues
   No report.

I. Vice President
   No report.

IV. Old Business

   None.

V. New Business

   A. Council Committee Chair appointments and reports. Benson made a motion, seconded by Roznowski, for a recess for committees to meet, establish chairs, first meetings times, and agendas, to reconvene at 11:00. **Motion passed unanimously.**

   Committees met for about 30 minutes.

   Clark made a motion, seconded by Peska, to reconvene the meeting of the Supportive Professional Staff Council. **Motion passed unanimously.** Committee reports are as follows:

   1. Awards. Haliczer and Gillis will serve as co-chairs with Gautcher as the alternate. They scheduled their first meeting for prior to the Council photo in September.

   2. Communications. Xidis will be chair. She will e-mail committee members regarding the first meeting and with instructions on how to access the website and SPSC e-mail.

   3. Constitution/Elections. Stang will serve as the chair and they will operate as one committee. Their agenda will be to streamline the elections procedures. The first meeting is yet to be determined.

   4. Finance. Chemers, per the SPSC constitution, is the chair. She also asked how many committees had prepared procedures and a couple had yet to finalize those.

   5. Events. Hardy will be the chair and the first meeting time is to be determined.

   6. Legislative. Peska will be the chair and they will meet as needed.

   7. Workplace Issues. Clark and Benson will be co-chairs. Their first meeting will be August 24.

VI. University Committee Reports

   No reports.

VII. Adjournment
Young made a motion, seconded by Lamb, to adjourn at 11:15. **Motion passed by acclamation.**

Minutes respectfully submitted by SPSC Secretary, Donna Smith.