Northern Illinois University  
Supportive Professional Staff Council Meeting  
MINUTES  
APPROVED  
Thursday, February 10, 2011  
Sky Room, HSC, 10:00 A.M.

Present  
Pat Anderson, Frankie Benson, Elliott Charles, Walter Czerniak, Neil Dickey, Cindy Ditzler, Samantha Fisher, Dena Funkhouser, Missy Gillis, Deborah Haliczker, Anne Hardy, Liz Harris, Ryan Harris, Julia Lamb, Todd Latham, Laura Lundelius, Jenifer Montag, Salvatore Morreale, Jonathon Ostenburg, Dawn Roznowski, Kathy Smith, Donna Smith, Michael Stang, Connie Uhlken, Rachel Xidis

Guests  
Tim Griffin, Jay Monteiro

Absent  
Deborah Fransen, Phil Young, Rita Yusko

I. Call to Order  
The meeting was called to order by Supportive Professional Staff Council President Todd Latham.

The following revision was made to the agenda: New Business—Divisional Communication—needs to be removed. Benson made a motion, seconded by Anderson, to approve the agenda as amended. Motion passed unanimously.

For the January minutes, Haliczker stated that under the Awards Committee report, Certificates of Appreciation needs to be changed to Certificates of Recognition. Roznowski made a motion, seconded by Lamb, to approve the SPSC minutes of the January 13, 2011, meeting, as amended. Motion passed unanimously.

Attendance was taken and a quorum was confirmed.

II. Guest Speaker. None.

III. Announcements

A. Student Affairs Flowchart. Latham passed this informational item around.

B. NIU Remembers: A Day of Reflection. Anyone wishing to attend should start gathering in the MLK Commons at 2:30. The wreath laying ceremony will be at 3:00 at the memorial site. There will be a short reception following the ceremony.

C. Review of the Ombudsman by the University Council. Latham explained that this review is done every year according to the university bylaws and added that this office is a great resource for the Council. Griffin clarified that this is a review of himself specifically and not the office in general and noted that he welcomes any feedback.
D. Collegiality Policy. Latham reported that the University Council, via the University Affairs Committee, approved a collegiality policy, which was passed around to Council members. Latham asked Council members to try to make others aware of this policy.

E. +/- Grading System. Latham reported that the Faculty Senate approved the proposed change to the grading system to include + and -. Latham noted that this could have repercussions on how teachers grade students, scholarship eligibility, and academic dismissals, just to name a few issues. Hardy asked if the Faculty Senate suggested a cap on GPA and Latham responded that they did at 4.0. Uhlken asked how this would affect departments with a higher grading scale and Latham stated that Faculty Senate members were asked to take the proposal back to their departments to discuss how the proposal would affect them. Latham asked Council members to send him any concerns they have before the next University Council meeting.

F. Carpooling. Latham reminded the Council that there is a carpooling option.

G. Social Security Webinar. An e-mail was sent to all NIU employees regarding a webinar addressing how their State of Illinois pensions could affect their social security benefits.

H. HRS Workshops. Haliczer reminded Council members to look at upcoming workshops, including one on the new procurement procedures.

IV. Committees of the Council

A. Awards. Gautcher reported that President Peters approved the individuals the SPSC selected to receive the SPS Presidential Award, but those individuals still have not been informed, so she asked Council members to continue to keep the names confidential. An e-mail solicitation will be going out in the coming week for nominations for the Certificates of Recognition. The Council next voted on the recipient of the SPS Award and Latham will be receiving this award at the April ceremony.

B. Communications. No report.

C. Constitution and Elections. Stang reported that there are two items of business. The first is to take care of representation for Division 6. R. Harris will move into the voting spot vacated by Jen Clark. Charles will become the alternate for that division. Charles introduced himself. He has been with Athletics since 2009, first serving as an intern. He is a graduate of University of South Florida, with a master’s from Illinois State University, and is currently an M.B.A. student at NIU along with his full-time duties with Athletics. Stang made a motion, seconded by Haliczer, to promote R. Harris to a voting member and to appoint Charles as the alternate for Division 6. Motion passed unanimously. The second item of business is that Stang continues to work on the elections procedures and will have that finalized for Latham’s approval in the coming days.

D. Events. Hardy reported on two events. The first event is a luncheon on March 11, with Dr. Eddie Williams as the guest speaker. The committee will do prepay again for this event. The second luncheon will be on April 20, with Peters as the guest speaker. He will be discussing the Vision 2020 Plan.

E. Finance. No report.
F. Legislative. Latham reported that the state owes NIU approximately $77 million. There is now a link at the NIU home page regarding pensions that goes along with the budget update link. Latham noted a couple areas that Ken Zehnder, associate director, University Relations, has written about: 1) legislation that requires that Board of Trustee members be removed if their terms have expired within the last 30 days, 2) bond bill for obtaining $8 million in bonds, 3) HB 146, which deals with state pensions, 4) HB 189, which deals with considering unique situations in classrooms, 5) SB 135, which would give tuition power to the general assembly. Latham also noted that employees need to be aware of what might be happening with their benefits.

G. Technology Resources. Ostenburg reported that he is working on reconciliation of numbers within each division. Discussion followed regarding the different list serves and who should/can be responsible for those and other ways of communicating with constituents such as Blackboard.

H. Workplace Issues. Benson reported that the committee is still working on the proposal regarding benefits for temporary SPS. They are also still waiting for the survey results in case there are any data there to support the proposal. Latham noted that his request for information on temporary SPS has yet to be responded to.

I. Vice President. No Report.

V. Old Business

A. SPS Survey. Haliczer reported that the committee is busily engaged in getting a final draft prepared. She and Cynthia Nelson should be able to send this to the rest of the committee in the coming week and hope to have something for the Council in March.

B. Grievance Procedure Update. Latham reported that the revisions will finally be discussed at the University Council. He will work with Haliczer and Griffin to be sure what the SPSC proposed is what is actually going forward to the University Council. Haliczer complimented Latham for staying on top of this and continuing to follow-up with the appropriate people.

C. Ad Hoc Public Relations Committee. Smith reported that she was selected chair. The committee met and brainstormed ideas on how to better communicate with constituents. Some of the ideas generated were to work with Stang on the e-mail that goes out with the solicitation for nominations to the Council to include information on what the Council does, have the Northern Star do an article on the Council elections, do an SPS newsletter with the election results and Latham’s end-of-the year report among other items, work on a recognition/rewards system for SPS (currently the policy is to recognize SPS once they reach 25 years of service). Smith invited the Council to send her any additional ideas. Latham noted that one of the steering committees for Vision 2020 is also working on service recognition.

VI. New Business

There was no new business.

VII. University Committee Reports
The following reports were distributed to Council members: Board of Trustees, Faculty Senate, and University Council.

VIII. Adjournment
A motion was made and seconded to adjourn the meeting. Motion passed by acclamation. Meeting adjourned at 11:00 a.m.

Minutes respectfully submitted by SPSC secretary, Donna Smith.