Northern Illinois University
Supportive Professional Staff Council Meeting
MINUTES
Approved
Thursday, June 9, 2011
Sky Room, HSC, 10:00 A.M.

Present
Pat Anderson, Frankie Benson, Karinne Bredberg, Neil Dickey, Cindy Ditzler, Bev Espe, Anne Hardy, Gail Hayenga, Jean Jagodzinski, Julia Lamb, Todd Latham, Salvatore Morreale, Jonathon Ostenburg, Lyndon Perkins, Mark Pietrowski, Dawn Roznowski, Kathy Smith, Mike Stang, Connie Uhlken, Craig Williams, Rachel Xidis, Rita Yusko

Guests
There were not any guests in attendance.

Absent
Scott Peska

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

The following additions were made to the agenda: Announcements, added item c) Congratulations to Ryan and Liz Harris, proud parents of Nora born on June 2, 2011; d) Congratulations to Sam Morreale on his new position as head coach for the gymnastics team. New Business D) Sabbatical Retreat. Morreale made the motion, seconded by Hardy, to approve the agenda as amended. Motion passed unanimously.

Besnson recommended that Steve Cunningham be listed as “guest” on the minutes from the May 19, 2011 SPS Council Meeting. Latham recognized suggestion and noted correction. Uhlken made the motion, seconded by Lamb to approve the SPSC minutes from the May 19, 2011 meeting with minor edits. Motion passed unanimously.

Attendance was taken and a quorum was confirmed.

II. Announcements:
   a) Latham reminded Council members on the Benefits Choice deadline of June 17, 2011. He indicated that Human Resources will accept materials until the close of business that day.

   b) Lamb provided information on the SPS Sabbatical Event scheduled June 20, 2011, from 12:00pm-1:30pm.
c) Latham congratulated Ryan and Liz Harris, proud parents of Nora born on June 2, 2011.

d) Latham recognized Morreale’s new appointment as Head Coach for the gymnastics team.

III. **Guest Speaker**: No guest speaker this month.

IV. **Committees of the Council**

A. **Awards.** No report.

B. **Communication.** No report.

C. **Constitution & Elections.** Stang reported on the Council elections. The results are as follows:

**Division 1**
Rep- Dana Gautcher, 2 yr term  
Alt- Julia Spears, 2 yr term  
Rep- Donna Smith, 1 yr term  
Alt- Debra Miller, 1 yr term

**Division 2**
Rep- Holly Holliday-Jones, 2 yr term  
Alt- Missy Gillis, 2 yr term  
Alt- Angela Dressen, 2 yr term  
Alt- Michael Kavulic, 1 yr term

**Division 3**
Rep- Samantha Fisher, 2 yr term  
Alt- Anne Petty-Johnson, 2 yr term  
Alt- Neil Dickey, 1 yr term

**Division 4**
Rep- Gail Hayenga, 2 yr term  
Alt- Liz Harris, 2 yr term  
Rep- Steve Builta, 2 yr term  
Alt- Lametra Curry, 2 yr term  
Rep- Tris Ottolino, 2 yr term  
Alt- Marcella R. Zipp, 2 yr term

**Division 5**
Rep- Deborah Haliczker, 2 yr term  
Alt- Kay Chapman, 2 yr term  
Rep- Kathy Smith, 2 yr term  
Alt- Janet Love-More, 2 yr term  
Rep- Brian Walk, 2 yr term  
Alt- Fred Williams, 2 yr term  
Rep- Jonathon Ostenburg, 2 yr term  
Alt- Roselyn Snell, 2 yr term  
Alt- Lesley Gilbert, 1 yr term

**Division 6**
Rep- Open Seat  
Alt- Open Seat
D. Events. No report.

E. Finance. Latham indicated that he spoke with Funkhouser and reported that there is roughly $800 available for Council to use.

F. Legislative. Latham provided an overview of the work NIU’s Steve Cunningham has done in Springfield related to benefits and pension reform. Latham indicated that all should be aware that the governor may at any time call legislature into session to further discuss issues. Latham indicated that as SPS Council president he has received many requests to share information with the SPS constituency, via listserv.

G. Technology Resources. No report.

H. Vice President. Latham indicated that Peska asked that he report on the year-end report that he is working on related to SPS committees’ work over the past year.

I. Workplace Issues. No report.

V. Old Business
A. Cash Handling Proposal. Latham reported that he and Peska met with Keith Jackson to discuss alternatives to this issue. At this time it is not possible to move forward and work towards a resolution. There are record keeping issues that need to be identified and implemented in accordance with university policy. Latham made the recommendation that this issue be tabled until further information could be collected.

VI. New Business
A. Proposal for change in Status and Benefits for Temporary Supportive Professional Staff. Latham asked that everyone review the document brought forth by the Workplace Issues Committee. Latham suggested that the Council come to an agreement on the document so it can be presented to Human Resources and the Board of Trustees. Latham stated that the recent survey information was presented to Cunningham and that the door is open for discussion. Latham asked that Benson, representing the Workplace Issues Committee, present the information contained in the document and that the Council take this opportunity to further discuss.

1. Bullet #1. Benson proposed that language reflect that those employees, currently listed as SPS temporary and are FTE, be recognized after three (3) years of service. Some proposed language for this type of person/position is “vested temporary.” Ostenburg question if another term could be used so as not to complicate situation, and confuse term “vested” as used in SURS. Ostenburg proposed “journeyman” as the federal government uses this term as a paid hourly position. This language change may help to prevent implications related to the term “vested.” Ostenburg stated his preference is to change the term. Latham indicated that an alternative solution might be Level I, II, III as an option. Benson expressed that she hopes some sort of delineation can be determined at the University Benefits Committee level. Anderson questioned whether term “journeyman” is currently used for other positions on campus. Latham indicated
that it may be in the trades and/or in a civil service position. Xidis suggested the term “Long-Term Temporary” for said persons. Latham inquired with Council members if the term of three (3) years is the break point for this proposal. The Council agreed to the three (3) years of service.

2. Bullet #2. Benson proposed that those SPS temporary positions meeting the length of service be allowed to carry over and accrue vacation/sick benefits as those working in Regular SPS positions. Perkins added that for those working in grant-funded positions that this rule apply. Benson indicated that based on the Workplace Issues Committee’s assessment, most working in grant-funded positions have some sort of funding obligated to time off. Benson also indicated that language did include that grant funding that is eliminated would allow for benefit time to be paid out. Morreale asked if the committee wanted to comingle these issues. Latham indicated that the language be included to obtain further clarification on the issue.

3. Bullet #3. Benson indicated that SPS temporary employees with the required length of service (LOS) be eligible to have vacation and sick time paid out. Yusko indicated that this may pose a problem for those individuals, working under grant funding, that separate from NIU may not be possible. Benson indicated that obviously there are many issues to this and that the Council move forward with this included in the proposal. K. Smith indicated that this issue does happen when an existing employee transfers from department to department.

4. Bullet #4. Benson indicated that the proposal includes SPS temporary employees be eligible to use vacation and sick time towards retirement. Stang indicated that this may be a SURS issue. Latham indicated that this needs to be verified.

5. Bullet #5. Benson indicated that the proposal includes language that allows for temporary SPS to receive regular salary increments. As it stands now, many SPS temporary staff are not eligible for salary increments.

Jagodzinski inquired as to the numbers of SPS. Lamb indicated information related to this is found at the end of the proposal. Latham indicated that Human Resources provided this information to the Workplace Issues Committee, both history and trend data. Both Benson and K. Smith indicated the Workplace Issues Committee completed an extensive survey of existing SPS temporary employees. Benson went on to say that the purpose of the proposal is that the policy change to reflect the bullet points.

Jagodzinski indicated that she is not aware of the number(s) of SPS temporary employees and wondered as to how the work that they do is tied into key university functions. It was suggested that maybe further identification be made to help support the work of the Workplace Issues Committee. Pietrowski indicated that he is a temporary SPS employee, working here since 2006. His work entails much work with outside organizations and his position is funded uses outside resources. Anderson expressed concern the delineation of temporary SPS may create an unnecessary divide in the work force. Latham suggested that we look at existing data that supports how employees are treated. Ostenburg suggested that an e-mail be sent to the listserv asking individuals to self-identify and convey own stories to support the need for this policy change. Hayenga echoed Ostenburg’s statement and collect as many as possible to use in discussions related to proposed changes. K. Smith expressed that the policy change needs to happen as employees that have been here beyond the three (3) years are
penalized. Jagodzinski indicated that in some instances these individuals may be penalized for the institutional funding model in place. Further discussion ensued on delineation may be needed for those positions that are grant funded. Stang gave a scenario that would help to clarify this issue. Benson indicated that the issue is related to earning and using benefits during the term of employment, no matter the funding source. Latham asked if there were any further questions of the council. Hearing none, a motion was made by K. Smith to move forward with the proposal, seconded by Anderson. **Motion passed unanimously.**

B. **SPS Retreat.** Latham discussed the schedule for the July 14, 2011, meeting, to include orientation at 8:30 a.m. for new Council members. With continuing Council members coming at 9:00 a.m. to identify university committee appointments and Council committees.

C. **SPS Newsletter.** Latham indicated that he has some formats that Council members will be asked to identify for use in the new quarterly newsletter to be featured on behalf of the Council and SPS membership as a whole.

D. **Sabbatical Retreat.** Stang made a request to allocate no more than $300 for a light luncheon for those individuals attending the Sabbatical Retreat. Motion made by Benson, seconded by Stang. **Motion passed.**

E. **Supportive Professional Staff Council changes.** Latham expressed heartfelt thanks and farewell wishes to the following Council members:

Division 1-
Representative Frankie Benson
Alternate Jes Cisneros

Division 2-
Representative Jenifer Montag
Alternate Jill Dunlap

Division 3-
Alternate Gail Jacky

Division 4-
Representative Lyndon Perkins
Representative Connie Uhlken
Representative Deborah Fransen
Alternate Cindy Ditzler

Division 5-
Representative Abby Chemers
Representative Walter Czerniak
Alternate Angela Johansson
Alternate Craig Williams
Alternate Jean Jagodzinski

Division 6-
Representative Jen Clark
Alternate Amanda Benzine
Alternate Elliott Charles

VI. **University Committee Reports.** To be posted by e-mail.
VII. **Adjournment.** Lamb moved to adjourn, seconded by Ostenburg. **Motion passed by acclamation.** Meeting adjourned at 11:05 a.m.

Minutes respectfully submitted by Dawn Roznowski for Donna Smith, SPSC Secretary.