Supportive Professional Staff Council
Minutes
April 8, 2021 Teams Meeting
Approved May 13, 2021

Member Participants: Armstrong, Ballard, Bernoudy, Bohanon, Borg, Boughton, Burchard, Burgin, Doederlein, Gipson, Goode, Hein, Lundelius, Lyles, Manning, Meyer, Myles, O’Grady, Pickett, Quider, Reynolds, Rogers, Sutcliffe, Tandez, Woodruff

Guests: Brad Beyer (SGA); Natasha Johnson (OSC); Sarah Klaper (Ombudswoman); Chris McCord, (Sr. Advisor to CFO, Chinniah)

I. Call to Order:
President Doederlein confirmed a quorum, called the meeting to order at 10:00 a.m., and began recording.

II. Approval of the Agenda: Doederlein called for a motion to approve the amended Agenda adding item d.) Extension of Family First Benefits and Beacon Davis Awards. All in favor, none opposed, no abstentions. The amended Agenda is approved. (Rogers; Bohanon)

III. Approval of March 11, 2021 Minutes: Doederlein called for a motion to approve the March Minutes. All in favor, none opposed, no abstentions, the March 11, 2021 Minutes are approved. (Burchard; Meyer)

IV. Public Comment: Roderic Moyer expressed his appreciation of the value of this Council from his student perspective as well as praising the work of the University Ombudsperson, Sarah Klaper.

V. Guest Speaker: Professor Chris McCord, Sr. Advisor to CFO Chinniah
McCord presented the university’s Administrative Efficiencies efforts in response to President Freeman’s call for the entire campus to look at ways to streamline NIU by moving from paper to digital.

Q. What is the best way people should make recommendations?

A. The best way to proceed with your recommendations is to come up through channels, up through your leadership and up the line.

A member noted the juxtaposition of technology and culture vis-a-vis electronic signatures and what they denote. Another member suggested the committee discuss the level of security and safe guards. There were no further questions. President Doederlein returned to the Agenda.

VI. Announcements:
a.) NIU Golf League – May to August, with a Play Day and Banquet at season’s end; sign-up through 5/9/21; Contact: niu.golf.league.mstr@gmail.com
b.) Sexual Assault Awareness Month 
c.) Crimson Days: The Early Story of NIU – Exhibit at Ellwood House Museum 
d.) Extension of Family First Benefits including immigrants. Reset as of April 1, 2021 
e.) Beacon-Davis Awards, April 14 Felicia Bohanon to send out link. The awardees are also being sent to a four-day summit.

**VII. Committee Reports:**

**Advocacy:**

**Awards:** Lundelius reported the committee is wrapping up the other SPS awards. The ceremony is next week.

**Technology & Communications:** No members. If you have anything you want sent out to the campus, SPS etc. reach out to Frances for assistance.

**Constitution & Elections:** Tom O’Grady reported they are doing behind the scenes work updating the system in preparation for the nomination process. They expect to get nominating going and completing the process by the end of this month. O’Grady planning to look at constitutional changes later today. After the election the committee will work on the constitution language as far as the transition of leadership when the president must leave position prior to completion of their term. The language in the constitution is not specific. Doederlein made some suggestions to the committee.

**Events:** Joy Mitchell reported the committee is discussing an end of year social of some kind. The committee would like to hear if there is anything in particular that might be a good event for the group. Perhaps some sort of outdoor activity?

**Professional Development:** Monique Bernoudy reported the seven categories the committee developed from categories solicited from members at the December 10, 2020 meeting. They are Advocacy, Cultural Competency, Employee Benefits/Enhancement, Wellness, Social Engagement, Supervisor/Leadership Training, and Technical Training.

**Regional Community Relations:** No report.

**SPS Dependent Scholarship Fund:** Jason Goode working with Anne Hardy to resolve a misunderstanding about three ineligible applicants. Once finalized, we have three applicants. We did extend the deadline. Things are still ongoing.

**VIII. Vice President’s Report:** VP Bohanon reviewed highlights of the report. The Libraries Advisory Committee is reducing the number of VHS tapes by getting rid of those that do not work. In addition, Summer Hours for the Library is 9am-5pm. The VP report is posted in SharePoint Documents in group 2020-2021 SPSC Reps, Alts and SPSC Reps, Alts, Guests & ExOfficio.

**IX. Unfinished Business:**

a.) **Search Committee/AdHoc Committee Updates:** None.(agenda placeholder)

b.) **SUCSS Procedure Update:** Prior to COVID-19 Dr. Freeman approached the civil service board about outdated hiring procedures. We do have John Butler as a member of
The main thing is to make certain the system is fair relative to SPS employees.

c.) Constitution & Succession Planning: (agenda placeholder)
Doederlein announced her position is being transitioned from SPS to OS and she cannot remain as President of the Council. Our current Vice President, Felicia Bohanon, will be completing the second year of Doederlein’s two-year term. Discussion followed; a motion to allow Doederlein to serve while transitioning, ending her service on or before June 30 was brought and seconded. (Meyer/Lundelius) By voice vote, all in favor, none opposed, Doederlein abstained. Motion passed. Doederlein will be assisting Bohanon, chairing the April meeting. Felicia will be taking the gavel at the May 2021 meeting.

d.) SPS “Faculty-No Rank” Discussion: In light of the recent decision to examine the definition of “Faculty” what does this mean for SPS? What are your thoughts; is this an important issue? One member expressed that it is important for SPS to continue to have that designation as a lateral term, not a hierarchal term. Doederlein agreed to take the concern to the Provost and HR for further discussion and thoughts from them on next steps.

X. New Business: Representative to Police Chief Search Committee (August timeline)
Chief Phillips is retiring. Lundelius volunteered to serve on this committee. Bernoudy moved to approve her appointment, seconded by Bohanon. No discussion, all in favor, none opposed, no abstentions. Motion passes, Lundelius will serve on the committee.

XI. University Committee Reports:
Board of Trustees: 3/18/21; 6/18/21 BOT approved Freeman’s contract; budget planning shifting to multi–year.
Board of Trustees Committees: 5/13/21
Faculty Senate: 3/24/21; 4/21/21 Kendall Thu is not seeking re-election as Faculty Senate President. Nominations are being accepted and will be voted at the next meeting.
University Council: 3/31/21; 4/28/21
Operating Staff Council: 4/1/21 SGA: 3/28/21

Operating Staff Council:
Johnson reported making progress on establishment of Civil Service Emergency Fund. The Council is looking forward to upcoming guest speakers, John Heckmann and Chris McCord. McCord to discuss efficiencies during this time of hiring chill. We are also working on helping people self-care and looking forward to what the future holds. OSC is still going through bylaw changes and getting ready for upcoming elections.

Student Government Association: Beyer reported on the SGA elections, which are in full swing. The ballot is out and a special election is planned for the fall to elect more students. The SGA is also making financial adjustments to close the equity gap and that
work is expected to be done by the end of the month. Our speaker elect, Dallas Douglass, will be attending OSC meetings.

Other Comments: Since her employment at NIU in 2012, Catherine Doederlein has never missed an SPSC meeting. Thank you Catherine for your leadership.

XII. Adjournment:
President Doederlein asked for a motion to adjourn, motioned and seconded, all in favor. The motion passed and the meeting adjourned at 10: a.m. (Bohanon/Rogers)