

## **Supportive Professional Staff Council Meeting**

Thursday, February 13, 2020

10:00 a.m. to 12:00 p.m.

HSC – Sky Room

Approved March 12, 2020

**Present:** Armstrong, Ballard, Bohanon, Boswell, Botterman, Boughton, Burchard, Click, Costello, Davis, Doederlein, Edwards, Gipson, Goode, Guess, Kazmierczak, Miesbauer, Miller, Mooberry, Myles, O’Grady, Reid, Solfisburg

**Regular Guests & Visitors:** Sarah Klaper, Frances Mitchell, Sabrina Self

**Excused:** Hochstatter, Mewhirter, Meyer, Sutcliffe, Xidis

**Guest Speakers:** Dr. Vernese Edghill-Walden, Definition of Diversity  
Jeffrey Salmon – Census 2020

**I. Call to Order:** President Doederlein called the meeting to order at 10:07 a.m.

Approval of Agenda, motioned and seconded, all in favor, no abstentions, none opposed.

Motion: Kazmierczak

Second: Miller

Approval of January 9, 2020, Minutes motioned and seconded, all in favor, no abstentions, none opposed.

Motion: Goode

Second: Ballard

## **II. Guest Speakers:**

### **Dr. Vernese Edghill-Walden, Definition of Diversity**

Dr. Edghill-Walden presented the work she has been involved in with other Universities in a PowerPoint presentation which should have reached everyone via OneDrive. Dr. Edghill-Walden asks us to give feedback via the link at the end of the PowerPoint. Also, please pass this on to colleagues and students to get their feedback as well. The February 21 deadline will probably be extended to March 3. She reported really good feedback on line.

### **Jeffrey Salmon – Census 2020**

Jeff displayed a PowerPoint providing information about the reason for the Census and why it is important. Even if a student signs up on campus and then goes home and the students parents report the student as part of their household, the system will apply the student’s input only, the student will not be counted twice. The student will be counted at NIU in DeKalb County. The link to the Census will go live on March 12. It is vitally important for NIU to get as many students as possible signed up. For every missed student, the State misses out on \$1500 per person per year. Share the news and encourage everyone to complete the census. There are only 9 questions. There are no citizenship questions, it will not ask for any private, confidential information such as social security number or credit card information so be alert for scammers. Responses will not be shared with immigration, law enforcement, etc. Your data is secure, protected by Federal law.

Postcards with codes will go out mid-March. This Census will impact Financial Aid and Social Services for students.

### **III. Announcements:**

- a.) Black Heritage Month Events – Throughout February
- b.) 125<sup>th</sup> Anniversary Events – Diversity Dialogue: Groundbreakers – 2/18/20
- c.) 125<sup>th</sup> Anniversary Grant Funded Projects - special projects throughout the year
- d.) Cram the Convo – NIU Men’s and Women’s Basketball 2/22/20
- e.) STEM Café – Earthquakes and Fracking 3/18/20
- f.) HSC Evacuation Protocol – To re-visit as a more formal topic, however, Scott Mooberry was asked to weigh in. Scott reported that if there is a need to evacuate the HSC from the SkyRoom for example, and there is someone there who cannot “self-evacuate” you need to first call 911 and then, if safe, stay with the person until first responders arrive.
- g.) The Giving Project: Every Thursday, Founders Library, Third Floor, Room 338  
Noon to 1:00pm – Crafting for a Cause, Huskie students in need.

**All Majors Job Event:** 10:00 a.m. – 3:00 p.m. Convo Center; February 19. Over 200 employers. Community members welcome.

**Education Fair** February 24 Convo Center 9:00 a.m. to Noon.

### **IV. Committee Reports:**

**Advocacy:** no report

**Awards:** Anne Edwards reported the nominating period is over. The committee will be reviewing applications. Recommendations from the committee will be brought to the Council for confirmation. This may be done electronically. The presidential awards need to be reviewed by President Freeman. Then notification of the event in April. Best information we have is April 16<sup>th</sup> 1:00-3:00 p.m.

**Communication & Technology:** Tom Kazmierczak reported the committee met at the Daily Grind (which is closed). As a member of the committee, Frances volunteered and subsequently was assigned to monitor the SPSC inbox on a daily basis.

**Constitution & Elections:** Margee Myles reported we have elections coming soon. This is a presidential election year. Nominations will be taken from February 24-March 6. We are seeking 17 Representatives and 9 alternates. You may nominate a colleague or self-nominate. Concerning the possibility of being transitioned to civil service: if you run and then discover you are about to be transitioned, you are able to continue through the fiscal year--you would be able to serve out your first year.

**Events:** No report.

**Professional Development:** Scott Mooberry reported spending a lot of time learning about sabbaticals from archive materials. Finding that the topic it is brought up every 4-5 years. Debra Haliczzer did a lot of work in this area five to ten years ago. The committee met and the consensus was that we will draft an information fact sheet and with the assistance of the Communications & Technology committee we will put out a series of emails, March 1 and a May 2 reminder that the deadline to apply is in the Fall. This is our strategy for moving forward.

**Regional Community Relations:** No report.

**SPS Dependent Scholarship:** Erin Reid reported a balance of \$6300.75. The committee has received three excellent candidates they are reviewing. The winner will be announced after May 1 and honored at next year's April awards ceremony.

**V. Vice President's Report:** Felicia Bohanon reported. The report is posted to SharePoint: Go to O365, select SharePoint/SPSC Reps & Alternates & Guests 2019-2020/scroll down until you see "Documents>VP Reports 2019-2020". Felicia Bohanon reported on her attendance at the Resources, Space and Budget committee.

**VI. Unfinished Business:**

**Search Committee Updates:** The College of Liberal Arts and Sciences and the College of Law are seeking Deans. Please encourage people to attend the open forums for the candidates for these positions.

**SUCSS Procedure Update (FAQ Discussion)**

[https://www.niu.edu/hrs/resources/manager\\_tools/positions/civilservice-faq.shtml](https://www.niu.edu/hrs/resources/manager_tools/positions/civilservice-faq.shtml)

This information is difficult to find, you need to use the search option on the HR pages, enter SUCSS or use the link above.

**VII. University Committee Reports**

Board of Trustees – 3/5/20

Board of Trustees Committees – 2/13/20

Faculty Senate – 2/19/20

Operating Staff Council – 3/5/20

Student Government Association – 2/16/20

University Council – 2/26/20

**VIII. Adjournment:** Doederlein asked for a motion to adjourn, Motioned and seconded, all in favor, none opposed, no abstentions. The meeting was adjourned at 11:43 a.m.

Motion: Bohanon

Second: Ballard