

Supportive Professional Staff Council Meeting

Thursday, January 10, 2019

10:00 AM to 12:00 PM

HSC – Sky Room

Approved February 14, 2019

Present: Adzovic, Anderson, Ballard, Bohanon, Doederlein, Dymond, Franklin, Gipson, Hochstatter, Kazmierczak, King, Koenen, Miller, Pietrowski, Salmon, Sutcliffe, Watson, Xidis

Excused: Boughton, Bredberg, Builta, Myles, Napientek

Absent: Bridges, McKee, Meyer, Mitchell, Olson, Reid.

Shared Governance Visitors: Therese Arado, University Council/Faculty Senate

Sarah Klaper, University Ombudsperson

Celeste Latham, Human Resources

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

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

Motion: Kazmierczak

Second: King

II. Approval of Minutes, December 13, 2018:

Approval of Minutes, motioned and seconded, all in favor, no objections, none opposed.

Motion: Ballard

Second: Adzovic

IV Guest Speakers: Doederlein reported she is looking into getting Sarah McGill and Provost McCord for update on transitioning process. Also suggested were Fred Barnhart, Dean of Libraries on how faculty can more fully utilize library resources and Sol Jensen to educate us about the Strategic Enrollment Plan

V. Announcements:

a) STEM Café – January 15th: Music as Therapy, Eduardo’s Mexican Restaurant, 6:30-8:30 p.m. This presentation is looking at those of us who might be caregivers or just dealing with stressful situations in life.

b) Mission, Vision, Values statement update: Doederlein reported that their group—a mix of faculty, staff and shared governance representatives--met in December and again yesterday for a very productive meeting. The group will be sharing drafts and asking for feedback. Sharing will be done electronically due to time constraints.

c.) Travel with an expert to Chicago to see National Geographic Live: *Pink Boots and A Machete*. The educator on the bus is an NIU Graduate Student. January 24 2:30-11:00 p.m. (\$99)
<https://calendar.niu.edu/event/travel-with-an-niu-expert-pink-boots-a-machete#.XDYUkkxFyUk>

VI. Committee Reports:

Advocacy: Doederlein reported that she, Holly Nicholson and Steve Builta met and discussed the Myth Busters event idea. They envision the program could begin with a discussion of the similarities and differences in the classifications and perhaps Human Resources could generally share some information

followed by a panel of civil service and SPS employees--some new to the transition and some who have been through it; closing with a review of available resources followed by Q&A. This idea was shared with Celeste Latham and Matt Streb.

HR has plans for smaller meetings in February. We will get feedback on that and we'll see what we can do. Celeste explained that HR did a pilot program of small group meetings with all the SPS employees within the COE where differences and myths were discussed followed by Q&A. It was reported that people asked more personal type questions in the smaller groups. There was also a lot of one-on-one discussions. HR is planning to do more of these small group meetings.

Doederlein asked for feedback on this topic, small v larger groups. It was suggested that some folks feel more anonymous and therefore more comfortable in a large group while others could certainly benefit from a small group setting.

Another thought was that small groups could be better because there are so many different types of jobs which would limit the number of questions in a larger group. Smaller groups can be more focused on the Department. If a myth busters approach is taken, it will be taped and streamed.

Doederlein asked members to let her know by email or call her if you think of any other ideas as we continue to work through ideas and see what makes sense.

Awards: The committee will be meeting later next month. They are seeking nominations for Certificates of Excellence.

Communications & Technology: No report.

Constitution & Elections: No report.

Events: No report.

Professional Development: No report.

A couple of mentions were made regarding professional development: (1) we have professional development opportunities through the Employee Assistance Program and (2) it is difficult for SPS employees to take advantage of sabbatical leave because unlike faculty sabbaticals, SPS employees do not have anyone to cover for them during their absence. It was suggested that we could take a non-traditional approach to SPS sabbaticals.

Regional Community Relations: Jack King mentioned that Christopher Einolf, Director of Nonprofit and NGO Studies, is trying to bring people together for volunteer service. King will be attending a meeting there next week.

SPS Dependent Scholarship Fund: Emily Hochstadder reported the balance of the fund is \$5936. Applications are due January 31. More information next month.

Vice-President's Report: Doederlein read the Academic Policies and Procedures Manual Advisory Committee report concerning posthumous degree/certificate award procedures and the Parking Appeals Committee report. The whole report is posted on SPS Council Reps & Alternates [SC] SharePoint

in the SPSC Vice President Reports folder:

<https://niuits.sharepoint.com/sites/spscouncilmembers/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2Fspscouncilmembers%2FShared%20Documents%2FSPSC%20Vice%20President%20Reports%2F2018%2D2019%2FVice%20President%20Report%20January%2010%202019%2Epdf&parent=%2Fsites%2Fspscouncilmembers%2FShared%20Documents%2FSPSC%20Vice%20President%20Reports%2F2018%2D2019>

Unfinished Business:

a.) Search Committee Updates: EVP/Provost Search update: Klaper reported the University has received 100 applications and it sounds like the committee will be having airport interviews in February.

There will be an internal search for an Ethics Officer.

b.) SUCSS Procedure Update: Covered in the Advocacy Committee report above.

c.) 125th Anniversary Committee Update: King reported the committee is making progress. They plan a Kick-Off Ceremony for January 13, 2020. The sub-committees have submitted their budget requests King will be back with more information after their next meeting.

d.) Reps to Standing Committees (and Council) – SPS/Civil Service Transitions: Doederlein stated we are working on adjustment to our Constitution which would allow our reps to standing committees to continue their representation for a reasonable period of time even if they are transitioned to Civil Service.

University Committee Reports:

Board of Trustees January 10, 2019 Special Meeting:

The Division of Enrollment Management, Marketing and Communications requested the Board's approval of a new Constituent Relationship Management system and authorization for the expenditure of funds not to exceed \$2.5 million throughout the term of the final agreement with the CRM vendor.

The University requested approval to enter into an agreement with Wiley Education Services to provide needed market demand analysis, programmatic marketing, recruitment/lead generation, and concierge online student support services necessary to grow online enrollment.

The University requested the Board of Trustees authorize purchase of a new high performance computing facility after final details and costs are determined and negotiated. Total costs are anticipated to be in the range of \$500,000 to \$1,000,000 depending on the outcome and recommendations of the task force.

University Council: No report.

President Doederlein asked for a Motion to Adjourn. Kazmierczak so moved, seconded by King. All in favor, none opposed. Meeting adjourned at 11:30 a.m.

