**Supportive Professional Staff Council**

**General Meeting – Minutes**

March 13, 2025

Hybrid Meeting

10:00 a.m. –12:00 p.m.

**Approved April 10, 2025**

**Call to Order:** Vice President O’Grady called the meeting to order at 10:00 a.m.

**Roll Call:** SecretaryDeborah Gettemy called the roll and confirmed a quorum.

**Members Present:** Chynar Amanova, Emily Belcher, John Boswell, Bill Braksick, Karinne Bredberg, Cody Carter, Heath Duncan, Deborah Gettemy, Liz Guess, Kellie Martial, Jennifer Manning, Margaret Myles, Tom O’Grady, Candice Olagunju, Anthony Preston, Erin Smith, Shannon Stoker, Kyle Springer, Megan Woodruff

**Members Excused:** Felicia Bohanon, Michael Kunigonis, Lauren Teso

**Approval of Agenda:** Properly motioned and seconded, all in favor, none opposed, Agenda accepted by voice vote. (Smith/Myles)

**Approval of February 13, 2025, Minutes:** Properly motioned and seconded, all in favor, none opposed, Agenda accepted by voice vote. (Gettemy/Myles)

**University Committee Reports:** Ben Creed reporting:

**Faculty Senate, February 19th**. A lot of new business around updating the bylaws, academic personnel process for faculty; an update to the Social Justice membership composition first read; one does not need to be a member of the Faculty Senate, just a member of the Supportive Professional Staff to serve. Creates opportunity for SPS personnel to serve.

**Board of Trustees Committee Meetings, February 20th**: They had various activities. Some of the biggest ones were providing updates and context related to the impact of the federal and state, mainly the federal, context shifts have had on NIU and provided updates and responses; answering questions; we heard about different ways NIU is supporting faculty, staff and students to continue doing the work that they are doing. We heard what other folks are doing to support the campus and help navigate through the uncertainty and the turbulence. We got reports on sabbaticals and approval of sabbaticals and those types of items.

**University Council: University Council, February 26th** for a first read about membership on the UC Personnel Committee. One does not need to be a member of University Council to serve, just from the Staff Council. Also, there was a first reading that went through to make the Resource, Space and Budget committee permanent. We are bringing back to life what used to be a shared governance body (that engaged with the CFO and the Provost in conversations related to resources, space and budget) that had been sunset. This current year we are doing an ad hoc piloting of it. We brought forth the final language for a first read. A second vote will be taken on **April 2**. The RSB Group met sometime after the February 13 SPSC meeting. We received updates and efforts related to questions and conversations from previous meetings related to activities that support transitions. How are we thinking about using resources or helping support folks who are funded through external grants and some of the efforts going on out of RIPS? We got an update on the modified zero-based budgeting which has now been communicated out to the campus and divisions are working through those targets that were given out. We have another meeting of the RSB on the 20th which will focus primarily on space—how do we bring the capital planning group and the learning spaces teams together to provide an overview of what are we doing around space on campus and provide opportunities for feedback?

Later in March we will be getting a presentation on the calendar going forward that will also be shared at Faculty Senate and at University Council about how do we bring all the division budgets together to a final set of packages and get feedback from campus?

**Board of Trustees Special Meeting February 27th**: Re: moving other athletic programs, except football, to the Horizon League.

**Operating Staff Council**: No report

**Student Government Association**: No report

**StaffFest**: Margaret Myles, SPS member of the StaffFest planning committee reported that she thinks people enjoyed themselves, had plenty of time for mingling and talking. And *thank you* to our SPS volunteers! On the planning side, we need to iron out some things to make it a little bit smoother. I also want to thank Felicia, because I think she was managing a lot personally and professionally during this week and managed to get there and help us do our awards piece of the puzzle in the middle of StaffFest.

**Vice-President’s Report:** Tom O’Grady reporting:[*March VP Report .docx*](file:///\\cifs-doit-sc.niunt.niu.edu\DoIT_Org\UC-FS\UC%20Office\Admin%20Aide\SPSC-FILES\VP%20REPORTS%20II\2025\2025%20MARCH\Maarch%20VP%20Report%20.docx)

**Athletic Board:** They talked about realignment of the conferences and moving other sports (except football) to Horizon League.

**Campus Parking Committee**: No meeting, no report.

**Facilities Advisory Committee:** Margaret Myles reporting:Committee met February 14 and we are starting a Campus IT cost model initiative; the Telephone Project has been completed; Mobil OneCard Project to modernize credentialling across campus by providing mobile options; soft launch planned for spring 2025, pending results of Beta testing in March; UKG Time and Benefits Project to automate and streamline timekeeping, implementation estimate summer 2025. Task Force on AI in Academic Affairs: working groups are: Ethical Guidelines and Evaluation; Academic Support Services; Teaching and Learning.

**Innovative Teaching and Learning Advisory Committee:** Megan Woodruff reporting:

February meeting highlights:

* New community engagement class designation- will be searchable in MyNIU
* Upcoming Open Classroom Weeks in February with a networking session in March for those who participated
* Discussion on if a program to utilize student partners to help with course design in something to further pursue?

**Libraries Advisory Committee**:

No meeting, no report.

**Parking Appeals Committee**

Representatives: Heath Duncan, Cody Carter, Tom O’Grady

January 11 and February 11 meetings

|  |  |  |
| --- | --- | --- |
|  | **Committee** | **In-Office** |
| **Approved** | **20** | **75** |
| **Denied** | **16** |  |
| **Reduced** | **11** | **1** |

**Total             47                   76                           123**

**February 25 and March 11 Parking Appeals:** 220 Total; 111 by Committee and 117 by Parking Office. From the committee’s 111 appeals, 39 were approved, 41 were denied; 31 were reduced.

The Parking Office has a new system in place that is very effective.

**Student Conduct Advisory Board**

Representative: Deborah Gettemy

No meeting, no report.

**Student Conduct Board**

Representatives: Lupe Flores, Bill Braksick

No activity, no report.

**Student Fee Committee:**

Representative: Margaret Myles

Margaret reported ”*Nothing to add. The committee made recommendations, and I believe we are done for now.”* (See December 2024 VP Report for this committee’s recommendations.)

**University Benefits Committee**

*Representatives: John Boswell; Deborah Gettemy*

No meeting, no report.

**University Council**

Representatives: Felicia Bohanon; Anthony Preston; Tom O’Grady; Shannon Stoker

**Faculty Senate**

Representatives: Felicia Bohanon; John Boswell

**University Advisory Committee to the Board of Trustees**

Representative: Felicia Bohanon

**Old Business**: None.

**New Business**:

Prior to today’s meeting, President Bohanon reminded everyone that President Freeman will be joining our April meeting and Felicia would like us all to really think about those issues that we’d like to discuss beforehand, so we can say here’s the questions that are on our minds, so if anyone would like to open up any ideas on that at this time, just to get the mind working?

O’Grady asked if anyone else has concerns, please send them to Felicia, and we will get those out there so we can ask those questions that may be harder to ask in person.

**Committee Reports:**

**Advocacy:** Anthony Preston reporting: The survey went out for Advocacy. We had 58 responses, so now we are going to look at the data, see where we are and then make a presentation summarizing all of our findings to the group. So hopefully at the next meeting, we’ll have a PowerPoint slide deck so that we could see all the results. A Representative asked if there is anything in place for people who may have missed that opportunity to give feedback to maybe go back and give them an opportunity to contribute? (Preston responded, yes, we could, although potentially a person could complete it twice and throw off the results, but if there is a person that said, hey, I didn’t complete it, we could always send it out and it will automatically add in the results. Just looking briefly at the results, they are all over the place. It is a lot of mixed reactions to all of the questions.

**Awards**: Emily Belcher reporting: The awards were given out at StaffFest. Six presidential awards went to April Startzel; Elizabeth Guess; Felicia Bohanon; John Boswell; Phillip Voorhis; and Scott Mooberry. Four Certificates of Recognition went to Chynar Amanova; Monique Bernoudy; Michelle Pickett; T. Ajewole Duckett.

**Constitution & Elections**: Tom O’Grady reporting: We are right in the middle of election season and we are behind again. We are trying to move forward and get all those things straightened out so we can get our elections out there and running for new members. Be an advocate for people to come and to serve on the Council and the more voices we have the better.

**Events**: Margaret Myles reporting: We don’t have any additional events planned at this time. We were going to start working on an awards thing, but we needed to punt on that and do it at StaffFest, so we will need to reconvene. There is not a budget for us to host something, so anything else we would plan would be like an independent gathering kind of thing.

**Professional Development**: Cody Carter reporting: The ideas we came up with for professional development presentations have fallen through, so now we are going to Plan B, which will be promoting some of the pretty cool looking offerings that are coming out of the office of Employee Wellness, which have already started. I took part in one a couple weeks ago and it was really great. And they run all semester, so there will be an email going out to SPS employees, just promoting those and hopefully being able to get as many people as possible to take part. They are both in person and remote, depending on what the presentation is.

**Dependent Scholarship Fund**: Karinne Bredberg reporting: Our 2025 recipients are Isabella Montoya, mentee who was impacted by Sandy Lopez; and Maya King, Dana King’s daughter who will receive $1250.

A lot of the applicants did not understand what SPS meant, so I think we should maybe change the language a little bit online and describe what SPS is and making sure that the applicants reach out to either their mentors or their guardians or whoever is related to them that they think is SPS to make sure that is the right qualification. And, I think just making sure that SPS faculty are aware of these opportunities for their students. And so, you know, if they encounter a student that they have been mentoring or have a child or grandchild, making sure they understand that these opportunities are available. But, also telling other SPS members that there is an opportunity to donate even as small as $5 per pay period. Anything helps at this point.

**ReCap**: Please get your questions for Dr. Freeman and your feedback on the survey to President Bohanon.

**Announcements**: The deadline for the SPS Personnel Advisor has been extended to March 21st.

**Adjournment**: Vice President O’Grady adjourned the meeting at 10:32 a.m.

Respectfully submitted,

Frances Mitchell, Administrative Aide