

Supportive Professional Staff Council Minutes

Thursday, October 8, 2020

Microsoft Teams Video Conference

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

Approved November 12, 2020

Member Participants: Anderson, Armstrong, Ballard, Bernoudy, Bohanon, Borg, Boswell, Boughton, Burchard, Burgin, Clemens, Costello, Doederlein, Gipson, Goode, Guess, Hein, Keller, Koenen, Little, Lovelace, Lundelius, Lyles, Manning, Martial, Menendez, Mewhirter, Meyer, Miesbauer, Miller, Minogue, Mitchell, Mooberry, Myles, O’Grady, Pickett, Porter, Reynolds, Snell, Solfisburg, Stoker, Sutcliffe, Tandez, Vinson, Woodruff

Members Excused Absence: Edwards, Quider, Rogers

Shared Governance Participants: Beyer, Johnson, Klaper, Royce, Self, B.Smith, P. Smith, Thu, Xidis

During voting: unless a “nay” is heard, “all in favor” is presumed.

I. Call to Order:

President Doederlein called the meeting to order at 10:00 a.m.

Approval of Agenda motioned and seconded. No objections/abstentions, all in favor, motion passes, Agenda approved. (Movant: Bernoudy; Second: Stoker)

Doederlein called for a motion to approve the September 10, 2020 minutes.

Approval of the September minutes motioned and seconded. No objections/abstentions, all in favor, motion passes, Minutes approved. (Movant: Burchard; Second: Myles)

II. Guest Speakers:

President Lisa Freeman

Freeman’s message was about moving from our FY21 goals of empowerment and shared representation, to managing changes post pandemic. Freeman asked SPS employees:

What kind of professional development around “change management” will be the most helpful?

She asked employees to think about what has been learned from COVID, what needs to be preserved, and what can be done to make things easier going forward?

Dr. Freeman praised the SPSC’s 2017 Survey suggesting it could be expanded campus-wide. She asked SPS employees to engage with NIU leadership in managing NIU’s future. Dr. Freeman also spoke about a recent retreat about creating an anti-racist campus. Senior leadership wants the councils to be engaged with them—to be thinking about defining/recognizing barriers and how to remove them.

Dr. Vernese Edghill-Walden, VP for Diversity, Equity and Inclusion; Chief Diversity Officer

Re: professional evaluations, Walden asked what is in a professional evaluation to monitor success in diversity and inclusion. She asked to hear from SPS and OSC employees about what success would look like to them on this question.

Dr. Vernese Edghill-Walden, Interim Chief Human Resources Officer

Dr. Edghill-Walden reported that HR is updating their technology and suggested we check out the HR website. There was also a brief discussion about COVID and the processes the University is following, also on the website. (Liz Guess discussion of COVID procedures)

Professor Matt Streb reported that spring is going to look very much like this fall. He reminded everyone it is very important to get a flu shot. He also reported there are no plans for additional layoffs this calendar year. **Pulchratia Smith** discussed how layoffs are determined and answered questions about the process and explained how bumping works.

Roselyn Snell, Executive Director, Academic Diversity, Equity and Inclusion

Roselyn Snell urged us to check out the accessibility website: <https://www.niu.edu/accessibility/>

Brian Smith talked about developing a comprehensive training & professional development website for leadership and supervisor training. Send suggestions and needs to Lesley Gilbert or me.

III. Announcements

- a.) Flu shots – October 14 – 10AM to 4PM – HSC Ballroom
- b.) COVID 19 Concerns – Form
- c.) Corn Maze at Jonamac 125th NIU anniversary theme
- d.) Domestic Violence Awareness Month – Events and Exhibit at Pick Museum --
<http://go.niu.edu/dvam>
- e.) Virtual Open House – October 12

IV. Committee Reports

- a.) **Advocacy:** No updates outside of the survey. Dr. Edghill-Walden recommended we get in touch with the Presidential Commission on the Status of Women regarding the impact of working remotely on those in care taker roles.
- b.) **Awards:** Laura Lundelius and Denise Burchard co-chairs: this committee met to discuss how we move forward and we will be meeting again at the end of the month. Doederlein added that we have celebrated the recipients of the Presidential Awards for Excellence but not for our SPS Awards for Excellence which are:
 - Colette Maher/Excellence in Supervision, College of Engineering
 - Greg Anderson/Partnership & Collaboration, College of Law
 - Brian Glick/Institutional Advancement, Student Conduct
 - Liz McKee/Institutional Advancement, Alumni Services
 - Margaret Myles/Gary Gray Award for Service to the Council
- c.) **Communications & Technology:** no report – there is no one on this committee.
- d.) **Constitution & Elections:** Tom O’Grady, Chair – The committee met and are in the process of reviewing and prioritizing any changes that may need to be implemented.

- e.) **Events:** Danae Miesbauer and Alberta Solfisburg are in the process of putting dates and times together for virtual events related to a game event and possible collaboration with Brian Smith on the topic of self-care.
- f.) **Professional Development:** Monique Bernoudy and Debra Boughton. Next meeting is November 4. They will be looking at sabbaticals and defining professional development as more than just job training. Also looking at performance evaluations where the supervisor is held accountable for a two-sided evaluation.
- g.) **Regional Community Relations:** Tedra Mewhirter and Scott Mooberry reported they will be taking up the community engagement survey to identify where SPS are currently volunteering.
- h.) **SPS Dependent Scholarship Fund:** Joyce Keller and Jason Goode reported they are looking for ways to get more applicants for scholarships.

V. Vice President's Report

This month's report included information from the Campus Parking Committee and the Computing Facilities Advisory Committee. The report is posted in SharePoint, in the "Reps, Alts and Guests" group, folder "VP Reports 2020-2021".

VI. Unfinished Business:

- a.) Search committee updates/Ad Hoc Committee Updates-no updates
- b.) SUCSS Procedure Update (FAQ Discussion) – we got a lot of information today. If you have further questions, please do not hesitate to contact Catherine Doederlein.
- c.) University Committee selection process update:
 - University Council: voting reps: Doederlein; Terry Borg; Melanie Costello; Debra Boughton. Alternates are Felicia Bohanon, Tawanda Gipson, and Jason Rhode, and Andrew Rogers
 - Faculty Senate: our voting representative is Stephanie Richter; her alternate is Margaret Myles
 - Athletic Board: Danae Miesbauer
 - Committee for Academic Excellence & Inclusive Excellence: Tawanda Gipson
 - Student Conduct Advisory Board: Manual Valdez
 - University Benefits: Daniel Pedersen
 - Parking Appeals: Mooberry

VII. New Business:

SPS Campus Clean Up October 29th initiated by Jeanne Meyer.
 Years of Service Awards Survey about the gifts – Only four SPS responses received.
 Discussion followed.

VIII. University Committee Reports

Board of Trustees - 12/10/20 (3% increase Oct 1 for non-represented employees.)
Board of Trustees Committees - 11/12/20
Faculty Senate - 10/28/20 Spring Break canceled. Three day weekends in semester instead. Staff must use vacation time.
Operating Staff Council – Natasha Johnson reported the OSC is updating their bylaws to create a two-year presidential term. - 11/5/20
Student Government Association – Brad Beyer reported they are working on getting out

the vote. All is well with the SGA. 10/2020
University Council – 11/4/20

IX. Adjournment

Stoker motioned to adjourn, Seconded by Lundelius. All in favor, none opposed. The meeting adjourned at 12:44 p.m.