Supportive Professional Staff Council Meeting  
Thursday, June 14, 2018 (Approved July 12, 2018)  
Holmes Student Center Sky Room  
10:00-12:00 p.m.

**Present:** Adzovic, Bredberg, Builta, Burgin, Dymond, Franklin, Hochstatter, King, Klepec, Lopez, Myles, Napientek, Pietrowski, Richter, Rogers-Tryba, Salmon, Walk, Watson, Xidis

**Excused:** Boughton, Carlisle, Johnson, Love-Moore, McCall, Meyer, Miller, Reid

**Guests:** Tom Kazmierczak, newly elected Representative  
Celeste Latham, Assoc. VP, Admin & HR, Operations  
Liz McKee, newly elected Alternate  
Holly Nicholson, VP, Operating Staff Council  
Carla Ratchford, Asst. Director, Evaluation Services, Illinois Board of Examiners

**Call to Order:** President Doederlein called the meeting to order at 10:05 a.m.

Announcements:

a.) STEM Café – July 11: Learn how GMOs are made, regulated and tested.  
[https://www.niu.edu/stem/programs/stem-cafes.shtml](https://www.niu.edu/stem/programs/stem-cafes.shtml)

b.) Parking tags: You can use the new tags as soon as you get them, you do not need to wait until July 1. Concerning parking fees, employees in the AFSCME Local 1890 union have their parking fee written into their bargaining agreement and their fees are specific only to that group.

c.) Security Awareness Training. In 2018 SPS and CS employees will receive training assignments over the summer. Check out this site. It can be very helpful beyond HIPPA, FERPA, Financial Aid. For example, Protecting Your Kids Online, Creating a CyberSecure Home.  
[https://doit.niu.edu/doit/training/sans.shtml](https://doit.niu.edu/doit/training/sans.shtml)

d.) Move-In Day Volunteering:  
[http://niu.edu/housing/team-niu/](http://niu.edu/housing/team-niu/)  
Friday, August 24, 8:30-2:30.  
(There are other ways to help besides heavy lifting.)

Committee Reports:

**Advocacy:** (formerly Workplace Issues) no report

**Awards:** no report

**Communications & Technology:** no report

**Constitution & Elections:** Pietrowski reported we are already having to make appointments to replace people who are leaving or moving to civil service etc. We will be getting out a full list of University committee vacancies. You may nominate yourself or someone else. Nominees will be voted on at our July Council meeting. We will also be voting for Vice President, Secretary and Treasurer at our July meeting.

The University is forming a “Birthday Committee” to celebrate NIU’s 125th year in 2020. That process is to start this year. There will be monthly meetings. You do not need to be a member of the SPS Council. It is an opportunity to get involved. Please feel free to nominate yourself. Contact Mark or Margo if you would like more information.

**Events:** Watson reported a sculpture tour is on the horizon but nothing concrete yet.

**Professional Development:** Carlisle is leaving NIU to accept a position at Aurora University as Dean of Career and Professional Development.
**Regional Community Relations:** Pietrowski reported on a recent Immigration and Customs Enforcement action against a business in DeKalb. It was the result of a three month long investigation and was an isolated incident. [Sandy Lopez has rapid response team training opportunities June 16th and 30th. For more information, email Sandy at: slopez1@niu.edu]

**SPS Dependent Scholarship Fund:** Bredberg reported that since 2012, the Fund as received 972 gifts totaling $11,453 of which $5,000 has been awarded. Current total is $6,453 less $1,000 to be awarded next year.

**Vice President’s Report:** Napientek reviewed selected items from her report:
- Campus safety topics (Campus Security and Environmental Quality)
- Minority Post-Doctoral Fellowship project (Committee for Academic Equity and Inclusive Excellence)
- Adams Hall building issues – elevator out of order since Summer 2016 (Faculty Development & Instructional Design Advisory Committee)
- New procedures for student-run events involving tracking to ensure compliance (Student Conduct Advisory Board)
[See full report in SharePoint.]

**Unfinished Business:**

a.) **Search Committee Updates:**
   - State Legislative Liaison hired to begin July 1
   - General Counsel Search failed
   - Presidential Search Planning Committee reported to the BOT today. That report will be on the BOT website

b.) **SUCSS Procedure Update:** Doederlein thanked Celeste and Laura for their help with the procedure update. There are currently 80 positions under review. That number will be updated as other positions come under review. Deans and Division Heads have lists of positions being looked at. If you are uncertain, contact Celeste or Pulchratia where your position stands. How will seniority be calculated? The HR website has information on exemption procedures with details on how seniority is calculated. If you have questions contact Celeste or Pulchratia. There will be significant impact with the change in Health Service at NIU. Northwestern Medicine is to provide comprehensive healthcare expertise, by way of staffing, operating and managing health-related services at NIU. Doederlein announced that there will be a Civil Service Audit and to please feel free to bring your questions to her in person or by email.

**University Committee Reports:**

- Board of Trustees – September 13, 2018
- Board of Trustees Committees – August 16, 2018
- University Council – September 12, 2018
  - Therese Arado replaces Linda Saborio as Executive Secretary of University Council and President of Faculty Senate
- Operating Staff Council – July meeting date is being re-scheduled to a day during the week of July 9th when officers will be elected.
  - The Operating Staff Council’s annual event—the Civil Service Celebration—is August 9. The Annual Event Committee is seeking volunteers for the Dunk Tank and the Whipped Cream Pie Toss. There are eight slots to be filled, please let Holly Nicholson know if you or someone you know is interested. hnicolson@niu.edu
- Faculty Senate – September 5, 2018
**Other Items:**
Bredberg announced that employees taking courses are no longer exempt from late fees and tuition waiver does not cover them. Be sure to get your tuition waiver in early to avoid late fees.

Pietrowski suggested that relative to SPS moving to Civil Service, it would be good to hear from those who have gone through the process to learn the important changes.

Doederlein asked for a motion to adjourn, Bredberg so moved, Rogers-Tryba seconded, all in favor.
Meeting Adjourned at 11:45 a.m.

| Representatives: Please contact your alternate and the SPS Council Secretary, Linda Watson, if you are unable to attend a meeting. Alternates: You are invited to attend all meetings. |