Northern Illinois University
Supportive Professional Staff Council Meeting
UNAPPROVED MINUTES
Thursday, June 8, 2017
HSC Blackhawk Annex
10:00 a.m.

Present: Bredberg, Builta, Doederlein, Dossier, Dymond, Foelske, Gipson, Hochstatter, Jacky, Lopez, Love-Moore, Myles, Napientek, Piazza, Pietrowski, Reid, Salmon, Snell, Stoker, Sutcliffe, Walk, Watson, Wescott, Xidis

Excused: Anderson, Carlisle, Devereaux, King, Pixton, Rogers, Trottier

Guests: Greg Long, Holly Nicholson

Call to Order
The meeting was called to order at 10:00 a.m. by Supportive Professional Staff Council Vice President Randi Napientek, as Chair Doederlein would be arriving late. Napientek welcomed all members to the meeting. Napientek added three items to the Agenda: f.) 211; g.) certificates of recognition; h.) OEIG/Baker report and asked if there were further additions to the agenda. Hearing none, she asked for a motion to approve the amended agenda. The motion to approve the amended agenda was made by Reid and seconded by Stoker. The motion to approve the amended agenda was passed.

Napientek asked for corrections to the May 11, 2017 minutes. Hearing none, she asked for a motion to approve the minutes. The motion to approve the minutes was made by Love-Moore and seconded by Bredberg. The motion to approve the minutes of the May 11, 2017 meeting was passed.

Attendance was taken and a quorum was confirmed.

Guest Speaker: Dr. Greg Long
Dr. Long brought the Council up to date on the development and status of the Policy Library and what more needs to be done. His Power Point presentation is posted on SharePoint.

Announcements:
a.) Parking Permits Delayed until June 15
b.) Orientation begins today: Remember, the students touring the campus with their parents are “shopping” they have not decided to attend NIU. We need to do everything we can to show that this is a friendly, welcoming campus and to be pro-active in helping our potential students. If you see someone looking lost, reach out and offer friendly help.
c.) Go to the NIU Today site for more information on Ally training
d.) Gender & Sexuality Resource Center is sponsoring a Clothing Expo where current students are provided with free, new and gently used clothing, as well as small household/dorm items. The organization is having a donation competition for which office donates the most clothing and items. See NIU Today.
e.) Payroll statements go on line 7/1/2017.
f.) 211 assistance line coming in the Spring-See Daily Chronicle article also posted on SharePoint.
g.) Recognition certificates for extraordinary service and dedication to the SPS Council and the SPS at large were presented to: Patricia Anderson; Edith Cowan; Kiera Miller; Tom Parisi; Nyoka Polyak; Rebecca Pritchard; Roselyn Snell; Shannon Stoker; Tim Trottier; Brian Walk.
Doederlein thanked those going off the Council for their service; Greg Long for his service in the University Council and Faculty Senate and for all his help in putting forward the concerns of the SPSC.
Committee Reports:
Awards – no report
Communications – Walk reported that the SPS Personnel Advisor call for candidates went out.
Constitution & Elections – Jacky updated progress of filling alternate positions, noting we still need two alternates for Division 5 and one for Division 6. Also, a representative is needed for the Parking Appeals Board to serve with Linda Watson. Jacky moved to approve Amber Davis as an Alternate, seconded by Pietrowski, all in favor, none opposed, no abstentions, motion passed.
Events – no report
Finance – no report
Legislative Issues – no report
SPS Dependent Scholarship Fund - $6500, $1000 going toward recipients
Technology Resources – no report
Workplace Issues – Builta explained that the Birthday proposal from OSC has been converted to a “personal” leave day that could be taken any time avoiding the problems of implementing a day off tied to one’s birthday. Builta also reminded everyone if they have any morale issues, please let him know.

Vice President’s Report
Committee’s Summary Report posted on SharePoint

Unfinished Business
Where no updates we are keeping items on agenda as reminders
a.) SPS Compensation/Degree/Certification Policy – no update
b.) FLSA Overtime Rule – no update
c.) Program Prioritization – no update
d.) SPS Handbook – posted to web and please continue checking links and readability
e.) Search Committee Updates – no report
f.) Staff Retreat Follow Up – process is continuing. The SPS Executive Committee met with Matt Streb who will be the chief of implementation.
g.) SPS Personnel Advisor – There are five applicants all of whom are eligible. The Council is exploring the best way to proceed with electronic voting. Also, Provost agrees to having a separate SPS Personnel Advisor because SPS are unique in that they are not civil service and not represented through collective bargaining. Until the SPS Personnel Advisor pilot program is up and running, Sarah McHone-Chase is the Faculty-Staff Personnel Advisor to contact. Be watching for details on reviewing applicant credentials and how to electronically vote.
h.) December 22 and Faculty Senate responses were indefinitely tabled. Now that the OEIG findings have come out these issues may be put back on the Faculty Senate agenda. Please be aware of the OEIG report and responses from Baker and Cunningham and the Board of Trustees responses. The 360 evaluation is moving forward and may go to the Board of Trustees closed session June 15. Consider any thoughts or suggestions for what SPS next steps might be regarding this issue. The SPS Council may make their own statement.

Miscellaneous
Holly Nicholson, President of the Operating Staff Council, displayed a Certificate of Appreciation given to the OSC by the Annuitants Association in recognition of the contributions of the OSC to their organization. Holly also reported that the OSC will be putting out an employee survey soon, probably August. She also informed the SPS Council that she would not be seeking re-election as President of the OSC.

Judy Dymond announced and NIU STEM Café presentation, “Byte by Byte: How the Internet Devours your Personal Data – Wednesday, June 14 Giovanni’s, Rockford. For more information contact jdymond@niu.edu or 779-777-7713.

Mark Pietrowski announced “Travel with a Professor” which is a bus trip to Chicago and grand tour of Wrigley Field, Monday, August 21. The cost is $70.
University Committee Reports
Board of Trustees – 9/14/2017
Board of Trustees Committees – 8/17/2017
University Council – 9/13/2017
Operating Staff Council – 7/6/2017
Faculty Senate – 9/6/2017

Adjournment
Love-Moore moved to Adjourn, seconded by Jacky, all in favor, the meeting was adjourned at 11:05 a.m.