Northern Illinois University
Supportive Professional Staff Council Meeting
UNAPPROVED MINUTES
Thursday, January 12, 2017
HSC Ciara Sperling Skyroom
10:00 a.m.

Present: Gail Jacky, Tawanda Gipson, Randi Napientek, Stephanie Richter, Sandi Carlisle, Jeanne Meyer, Tom Trottier, Jeff Salmon, Mark Pietrowski, Linda Watson, Jack King, Karrine Bredberg, Shannon Stoker, Missy Gillis, Patricia Anderson, Judy Schneider, Brian Walk, April Arnold, Debbie Pixton, Judith Dymond, Emily Hochtatter, Rachel Xidis, Janet Love-Moore, Debra Boughton, Scott Foelske, Cathy Doederlein

Excused: Steve Builta, Melissa Burlingame, Russ Devereaux, David Dossier, Sandy Lopez, Ryan Pumroy, Erin Reid, Donna Schoenfeld, Roselyn Snell, Christina Sutcliffe, Erica Wade

Absent: Dana Gautcher, Kiera Miller, Peter Olson, Tom Parisi, Nyoka Polyak,

Guests: Abigail Dean

Call to Order
The meeting was called to order at 10:05 a.m. by Supportive Professional Staff Council President, Cathy Doederlein.

Doederlein asked for additions to the agenda. Hearing none, she asked for a motion to approve the agenda. The motion to approve the agenda was made by Mark Pietrowski and was seconded by Karrine Bredberg. The motion to approve the amended agenda was passed.

Doederlein asked for corrections to the December 8, 2016 minutes. Hearing none, she asked for a motion to approve the minutes. The motion to approve was made by Janet Love-Moore and was seconded by Margie Myles. The motion to approve the minutes of the December 9, 2016 meeting was passed.

Guest Speaker
A. University Brand Standards

Abigail Dean presented a revised report on the University Brand Standards. On a previous occasion, she had presented SPS Council information about the University’s brand perception study. Based on that and a new study we have refreshed the NIU Brand. Branding on campus is a new idea amongst a lot of universities around the country. It encompasses all communication with students: web, conversations, communications, flyers, etc. The message has to be repeated a certain number of times for it to have affect. Having the same narrative and on the same page with all our communications reinforces that message. Dean gave statistics on how many universities and colleges we are competing with and how populations of high school students is shrinking. She showed ways in which their analysis was completed. Most of our printed pieces do not reflect the same brand. They are too different and that confuses students.
The brand standards are online at Marcomm’s site under tools and resources. Benefits that our brand should reinforce are individual centered/small college culture; big university advantages and career success. Tone and personality are reinforced with personalized, inviting, and charged content. The brand guideline gives specific directions on how to do that.

Announcements
a.) NIU Cares Day (4/22/17)
   
   This event is going into its 11th year and they are always looking for volunteers and sites for projects. If you are a part of another community organization, please sign up.

b.) Nutrition Coaching (Campus Recreation – Early Bird Discount through 1/22/17)

A registered dietitian can help you achieve your nutrition goals.

c.) Huskie Service Scholars Hosting Site – 1/30/17 Deadline

Accepting applications for offices who might benefit from those scholars. If you have volunteer projects that you might need help with, apply to be a host site.

d.) Spring Homecoming – 2/4/17

An effort to bring alumni to campus for basketball games. There’s a men’s and women’s game that day.

e.) MLK Celebration Week – 1/16/17 to 1/20/17 (Diversity Dialogue on 1/18/17 at 6PM)

A full week of activities are planned for honoring Dr. King’s message of diversity and unity. A guest Jane Elliott is coming to speak.

f.) One Card Replacement free through 2/17/17

You will need a new one card in order to use anywhere printing. Free OneCard replacement runs through Feb. 17.

g.) Huskie Food Pantry has opened a physical office at the field house

Available every Thursday for students. Stephanie Richter encouraged people to donate time for knitting scarves. It was also reported that they are always in need of monetary donations.

Committees of the Council
Awards

Watson reported that the committee was meeting next week to choose the award recipients.

Communications

No new information needed to be shared so no report was given.
Constitution & Elections

Sandi Carsille will replace Donna Schoenfeld’s position upon her retirement of the university. Dates for the upcoming election cycle were announced. Ann Marquette is taking the new place on parking committee.

Events
Holiday social was a success. There was about 50 people. Best dessert is Cathy D. Honorable mention was Jack King and Pizza Pros. Wanda and her meatballs won best app. Paint and pour was very successful. About 16 attended. Women’s basketball event was held on January 18 @11 am.

February 2 is a bowling and barking at Four Seasons @ 5pm. And there are plans for a lunch and learn later this semester. And hopefully a lunch at Pancho’s.

Finance
No new information needed to be shared so no report was given.

Legislative Issues
No new information needed to be shared so no report was given.

SPS Dependent Scholarship Fund
Applications are due January 31. There will be an email going out.

Technology Resources
About 130 people have attended Cascade training. This is a phased training of 3 phases to keep your access to Cascade.

Workplace Issues
Survey is going out to SPS the second week of the semester. It will be open for two weeks and we will hopefully discuss at our meeting in March.

Vice President’s Report
a.) Committee’s Summary Report
No new information needed to be shared so no report was given.

Unfinished Business
a.) SPS Compensation/Degree/Certification Policy
   It had been taken to Operating Staff. Grievance issues were raised and Cathy and Holly will be meeting with HR about that

b.) FLSA Overtime Rule Update
   No new information needed to be shared so no report was given.

c.) Program Prioritization
   No new information needed to be shared so no report was given.
New Business
a.) Goal Setting Exercise for 2017
Tabled for the February meeting to give us more time to generate questions.

Adjournment
Doederlien made a motion to adjourn the council meeting. The motion was seconded by Gail Jacky. The meeting was adjourned at 11:28 a.m.