Northern Illinois University Supportive Professional Staff Council Meeting
MINUTES
Thursday, APRIL 13, 2017
HSC Clara Sperling Skyroom
10:00 a.m.

Present: Patricia Anderson, April Arnold, Debra Boughton, Karinne Bredberg, Steve Builta, Sandi Carlisle, Edye Cowan, Russ Devereaux, Catherine Doederlein, Judith Dymond, Tawanda Gipson, Emily Hochstattler, Janet Love-Moore, Jeanne Meyer, Margaret Myles, Mark Pietrowski, Nicholas Piazza, Debbie Pixton, Stephanie Richter, Tracy Rogers, Jeff Salmon, Christina Sutcliffe, Tim Trottier, Brian Walk, Linda Watson, Rachel Xidis

Visitors: Laura Alexander, Sarah Klaper, Greg Long, Frances Mitchell, Jeff Reynolds, Sharon Moskowitz

Guests: Sharon Moskowitz

The meeting was called to order at 10:05 a.m. by Supportive Professional Staff President Catherine Doederlein.

Doederlein requested a motion to approve the agenda. The motion to approve was made by Linda Watson and seconded by Mark Pietrowski, The motion to approve the agenda was passed.

Doederlein requested a motion to approve the March 9, 2017 minutes. The motion to approve was made by Nick Piazza and seconded by Russ Devereaux. The motion to approve the minutes was passed.

Doederlein brought forth corrections for the February 9, 2017 minutes and called for a motion to approve the revised minutes. The motion to approve the revised minutes was made by Mark Pietrowski and seconded by Sandi Carlisle. The motion to approve the amended minutes was passed.

Guest Speaker Sharon Moskowitz, graduate student. Moskowitz presented “Sitting is the new smoking” a very intriguing compilation of information bringing personal awareness of the dangers of sitting and suggestions for how to do more standing and moving.

Announcements:

a) Orientation
   Doederlein reminded members to be helpful if you see students/parents looking lost.

b) Pride Awards Dinner
   The dinner is April 21

c) Sexual Assault Awareness Month

d) Illinois State Science Expo May 5th and 6th
   Volunteers needed for the fair.

e) STEM Golf May 3rd Two Brothers Roundhouse

f) Open Forums for multiple positions
   Doederlein reminded members that there are several open forums for candidates in the coming days. April 13 at 1:30-2:30 pm for Vice President for Enrollment Management, Marketing and Communication. See Mark Pietrowski for other upcoming forums.

g) Presidential Commissions Nominations/Self-Nominations.
   Nominations for the commissions are open. Service is typically for three years, one meeting a month and any sort of event you may assist with. She reminded members it is a great way to stay involved.

h) The Victors award banquet-Egyptian Theater on May 2 at 6:00 p.m.
Committee Reports:

Awards
Watson reported that the awards ceremony went very well.

Communications
Xidis reported they sent out some emails at the request of the events committee but otherwise there was nothing to report.

Constitution & Elections
People who have been elected to the council will be notified soon.

Events
Love-Moore reported on several upcoming events.
- Thursday, May 4 Los Panchos 5:00PM in Sycamore (where Cabana Charley’s used to be)
- We will again hand out cookies for Student Appreciation Week on May 3 & 4 and a sheet emailed for signing up to help. Frances will be sending that out.
- Investing in the Earth will be held Saturday April 22, 2017 from Noon to 2:00 pm DeKalb Public Library. Tammy Batson/Economics Professor will be presenting on: Using recycled materials to make art.
- The Savvy Digital Consumer: Utilizing Mobile Apps and Online Technologies to Score winning Deals with Dr. Mya Groza/NIU Department of Marketing will be held Tuesday, April 25, 2017 6:30-8:30 Fatty’s Pub and Grille

Finance
Nothing to report

Legislative Issues
Nothing to report

SPS Dependent Scholarship Fund
Current balance is $6,388

Technology Resources
Builta reported that 13,234 people signed up for MFA. Transitions to it went very smoothly. 13234 students signed up. There were only 51 help desk tickets. Compromised accounts have been lowered dramatically.

Workplace Issues
Builta reported they met to determine what the survey results would look like.

Vice-President’s Report
a.) Committee’s Summary Report was passed around.

Unfinished Business:
 a.) SPS Compensation/Degree/Certification Policy – No Update
 b.) FLSA Overtime Rule – No Update
 c.) Program Prioritization – No formal update

Doederlein updated that the resolution of the meeting was shared. Resolution was that the president would be a full 360 evaluation of his performance. Shared governance would have a say going forward in those evaluations. The board decided to hire an outside firm to help facilitate the evaluation. The cost will at most be $30000. He needs to be informed by June 30 if he will be renewed. April 20 from 10-11:30 am. Doederlein
proposed a process for people from each division to represent SPS council in the process. Council broke up into divisions and picked a representative to attend.

Representatives by Division:
- Division I: Stephanie Richter
- Division II: Jeff Salmon
- Division III: Linda Watson
- Division IV: Steve Builta
- Division V: Tracy Rogers
- Division VI: Emily Hochstatter
- Division VII: Debra Boughton

e.) SPS Handbook: Laura Alexander reported the Table of Contents posted to web. Council was asked to review the site for links and broken links. Frances will also be going through to check links.

New Business:
a.) Search Committee Updates:
Emily Hochstatter reported that the CFO position was in the early stages. They are developing a profile, brainstorming stage now.

Mark Pietrowski reported the VP for Enrollment Management/Marketing and Communications position was in the final stages and open forums are being held for 3 candidates in the next two weeks.

Jeff Salmon reported that the Chief of Staff position is a new position to campus. It would be 70% campus work and 25% government relations. Jeff Salmon reported they brought 3 candidates to campus. Selection will be made by the end of the month.

Jeff Reynolds reported on the search for VP of Research and Innovation Partnership met in February. It was very effective, good group. We had four very solid candidates and Jerry Blakey will continue in that role.

b.) 4/4 Campus Update follow-up:
President Baker’s update was passed around. Reynolds and Doederlein presented those with the resource, space and budget committee. FAQs were posted online on the president’s website. Doederlein will follow up with questions not covered in the FAQ and asked council to share questions with her via email, etc.

Doederlein reported the staff retreat is moving forward and will be held the week after finals (May 15-19). Be looking for more information.

Doederlein asked for a motion to adjourn the Council meeting. The motion to adjourn was made by Debbie Pixon and seconded by Tracy Rogers. The meeting adjourned at 11:50 a.m.