Northern Illinois University
Supportive Professional Staff Council Meeting
MINUTES – Approved August 10, 2017
Thursday, July 13, 2017
HSC Clara Sperling Sky Room
10:00 a.m.

Present: Adzovic, Arnold, Bredberg, Builta, Burgin, Carlisle, Davis, Doederlein, Dossier, Franklin, Hochstatter, Johnson, King, Klepec, Love-Moore, McCall, Meyer, Miller, Myles, Napientek, Noascono, Olson, Parisi, Pietrowski, Reid, Richter, Rogers, Schneider, Sutcliffe, Walk, Watson, Wescott, Xidis.

Excused: Boughton, Devereaux, Dymond, Pixton
Absent: Lugo
Guests: Andree, Click, Klaper, Saborio, Smith, Stang, Streb

Call to Order
The meeting was called to order at 10:06 am by SPS Council President, Catherine Doederlein.

Doederlein amended the agenda to include additional announcements and guest speaker, Chief of Staff Matt Streb. Doederlein asked for a motion to approve.

Rogers moved to approve the amended agenda, seconded by Carlisle, all in favor, none opposed, no abstentions, motion carried, amended agenda approved.

Doederlein asked for a motion to approve the Minutes of the June 8, 2017 meeting. Meyer moved to approve June 8, 2017 Minutes, seconded by Wescott. All in favor, none opposed, no abstentions, motion carried, June 8, 2017 Minutes approved.

Guest Speaker: Matt Streb presented the three major challenges the administration is focusing on:

(1) Restoring trust (2) Enrollment (3) Financial Stability

Streb discussed the budget situation and explained that the administration is working toward a balanced response to NIU’s challenges. He thanked SPS for all they have done and are doing during these uncertain times. He then opened his presentation to questions from Council members.

Several questions came from Council members revolving around when NIU will get funds, protection for SPS employees, medical benefit situation in Springfield and how to respond to the negative impact of recent events on those outside NIU, i.e. donors, alumni, community members.
Regarding medical payments, it was noted that if your doctor requires payment upfront regardless of coverage, please report that to Liz Guess in HR.

Following Streb's presentation, Doederlein asked for requests for guest speakers. Sol Jensen, EAP Programs, Lisa Freeman, BOT Chair were suggested.

**Announcements:**
403(b) Vendors will be visiting campus the end of July and beginning of August. Tomorrow (7/14) is the first day of Ally Training with DeKalb County by the GSRC. SSC [new software] training begins August 17. Presidential 360 Evaluation can be accessed from the BOT NIU web site. Open House tomorrow (7/14)

**Committee Reports:**
**Awards:** Hochstatter explained for the benefit of new members what the committee does, the time commitment and the personal reward of serving on the committee.

**Communications & Technology:** Xidis and Walk reported that the SPS Group Photo is scheduled for 9:30 a.m., prior to the September 14 meeting at the East Entrance to Holmes Student Center.

**Constitution & Elections:** Pietrowski opened the floor for nominations for the following offices: Vice President, Treasurer, Secretary. No nominations were forthcoming for Vice President. Napientek, self-nominated and was elected by a majority voice vote; Linda Watson was nominated to continue as Secretary, elected by a majority voice vote; Tracy Rogers self-nominated for Treasurer, elected by a majority voice vote.

Pietrowski asked for a volunteer to serve on the internal search for an Executive Assistant position in the President’s Office. Two volunteers were had, Bredberg was elected by a majority show of hands vote.

Pietrowski moved for confirmation of Brian Glick for the NIU Grievance Panel, seconded by Myles, all in favor, none opposed, Brian Glick confirmed.

Doederlein posted the names of candidates for the position of Personnel Advisor for the Supportive Professional Staff. Votes were taken by ballot, Jeanne Meyer receiving a majority vote was confirmed as the Supportive Professional Staff Personnel Advisor.

**Events:** Love-Moore explained that this committee plans inclusive social and educational and other types of events as appropriate and that membership does not involve a lot of time commitment.

**Professional Development:** Doederlein explained that this committee would be working in conjunction with EAP (Employee Assistance Program) in Human Resources.
**Regional Community Relations:** This committee will be working to advance NIU interests within the surrounding communities.

**SPS Dependent Scholarship:** Bredberg explained that the busiest time for this committee is February and March preparing for the April Awards events. Everything is done electronically. It is a goal of the committee to have an endowed scholarship.

**Advocacy:** Formerly Workplace Issues. This committee covers a lot of topics. Right now they are working on distilling the results of a recent survey of SPS employees.

**Vice President’s Report**
Napientek explained how the report is compiled. Usually most things to report fall during October.

**Unfinished Business:**
Doederlein reviewed on-going issues to inform new members of areas continuing to be addressed:

- Vice President & Chief Financial Officer search committee moving forward. There is a pool of applicants now being vetted and the goal is to fill the position by Fall.

- Brian Smith reported the search for an Ethics Officer failed. They are reposting.

- Staff Retreat Follow up: Doederlein explained the retreat for the benefit of new members and reported there had been three follow up meetings. They are doing feasibility studies on suggestions and moving forward.

- Operating Staff Council: Barb Andree addressed the Council as the newly elected Chair of the OSC and talked about the Giving Project and how helpful it has been for students and also the OSC’s support of the Huskie Food Bank by providing the Giving Project items through the food bank. Also solicited donations of acrylic yarn and any type or size knitting needles or crochet hooks. Do not currently need plastic bags, well stocked.

  Wescott moved to Adjourn, seconded by Bredberg, all in favor, meeting adjourned.