Supportive Professional Staff Council  
Thursday, October 13, 2016  
HSC, Clara Sperling Skyroom – 10:00 a.m.  

Agenda

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes - September 8, 2016 SPSC Meeting

IV. Visiting Committees/Guests
   a. Giuseppe Lagioia, Students Association  
      US Presidential elections  
      Voting viewing party in the HSC or CLB for students to gather and discuss the political process.

      Bystander Intervention Training  
      Student Facilitators for Trainings  
      Information on the Bystander Intervention trainings. See OSC Minutes

      Diversity programming. Cultural affairs has been working diligently to outreach for tailgating, at Soccer.

   b. Dani Rollins and Eric Weldy, Enrollment Management  
   c. Liz Guess, HR

V. Announcements
   a. Ombudsperson Performance Evaluation through 10/14  
      General Reminder

      General Reminder

   c. Flu Shot Reminder  
      General Reminder

   d. Homecoming Activities Update  
      Homecoming Parade is shifting to an evening time and set up. Northern Lights is the theme process. Schneider adds information about Homecoming events.

   e. Ethics  
      General Reminder

   f. Employment Scam  
      Mentions police warning. Business opportunities (mainly towards students) these are not legitimate. Please forward employment scams to Cathy and appropriate authorities.
VI. Committee Reports
   a. Awards
      Watson. Call for awards will be going out shortly. 11/10 and 11/12 events. Once
      nominations pour in, members will be contacted.

   b. Communications
      Xidis. Thanks Bohn for helping with communications and web updates. Keep in mind that
      the Newsletter will be going out this semester. Not much else to report

   c. Constitution & Elections
      Jacky. Kathy Smith has retired, Roselyn Snell has agreed to step in as SPSC
      Representative. Gibson will be joining as alternate. No motion needed.

   d. Events
      Burlingame. Event coming up on 10/19 5:00 at fanatico’s. Wednesday night. Website will
      be updated with other event information. Napientek says leadership information will be
      forthcoming. (Ask Randi for info). Richter will be presenting in March in regards to developing
      future leaders. April Budget cuts and change. Hekkman or Philips? Suring up final dates and will
      communicate final information for candidates and topics, etc. Burlingame asks all members to open
      and read their emails.

   e. Finance
      Bouhghton unable to join. Met with Betsy and gathered information for finance
      information. Only expenditures are drinks at meetings, so nothing formal to report.

   f. Legislative Issues
      Nothing formal to report until after elections and changes in Springfield.

   g. SPS Dependent Scholarship Fund
      Budget of 5158. Encourages donations

   h. Technology Resources
      Walk mentions meeting appointments for Exec Council. Met last week and had a lengthy
      discussion about Sharepoint environment and how to proceed. Please log in to o365 and click on
      Sharepoint, search for NIU SPS Council. Click on follow, it will show in your roster of Sharepoint
      sites. We will continue to develop as we go forward. Email walk if you do not have access to the
      site.

   i. Workplace Issues
      Builta could not attend. Main update would be with the survey, it is done and making eds
      at this time.

VII. Vice President’s Report
   a. Committees Summary Report
      Napientek sent it around.
VIII. Prior Business

None

Wescott asks about FLSA, where the update is? Doederlein mentions that it was tabled until further information is available.

IX. New Business

a. SPSC Constitution Changes (First Reading)

Revising bylaws to see where they stand. Document was distributed with agenda. It will need to be voted on as a council, this is simply a first-reading. Jacky discusses duties now that Admin Aide has been added. Constitution is not the best place to determine because different people have different preferences. Didn’t seem right to burden the Admin Aide with too many tasks due to the differences in personalities of officers and committees. Safest thing is to be vague, and meet every July and negotiate the tasks that will be performed. If the position is gone, there will be no negotiation. First two things are an officer statement and a committee chair statement, mention that the negotiation will happen each year based on everybody’s best interest.

Committees were looked at as they exist now, and are proposing changes to some committees. Communications and tech committees seem to overlap, and most of the communication comes through the technology committee. Perhaps best interest of both to combine the committees. Regular font comes out of Comm committee, Bold comes out of layering in the technology committee responsibilities. Same is true for the Legislative and Workplace committees. Since president sits on both, a lot of legislative information goes through pres, perhaps combining the two would make more sense. Legislative effects workplace.

Workplace issues is not positive, so not only combining but renaming to “Advocacy committee” so it refers to best interests instead of problematic “issues”.

Workplace is in regular font. Legislative is in bold.

Leadership committee has been ad hoc without formal standing. Combine leadership initiative into the events committee.

Eliminate the finance committee. Treasurer position is supported by this committee, and treasurer does not have a lot of decisions to be made at this time. If there is a need for immediate or current approval, officers can combine feedback and communicate that to the Treasurer.

Discussion:

Builta had offered some thoughts (through Doederlein). Understood recommendations, but reduces the amount of committees available, and committees work better in smaller size. Combining committees would lower choices for committees and could make the work harder to do because of larger committees. Could lower interest in committee involvement. This would not go into effect in July 2017 and not this year.
Love Moore is SPS rep for the University Benefits Committee. Reference Email. Calls for comments and concerns.

Pietrowski asks if there is a go-to list in terms of benefits that NIU employees are afforded. Change sometimes.

Love Moore is not sure, but she would guess that HR should be contacted for that.

Lopez mentions that OSC can get an institutional waivers at other schools, SPS cannot. Please bring that forward.

Snell mentions that new employees to not receive a welcome letter or packet for information. OSC receives, others do not. It would be nice to formulate a packet for new employees to welcome them in a more positive way. Low cost.

Pietrowski adds that a visitors guide would be great for DeKalb county to give to new employees. Trying to build a sense of community, that would be a great help.

Snell adds that recruiting is as important to employees as it is to students. Supporting and retaining new employees is very important. Similar message, different population.

X. University Committee Reports
   a. Board of Trustees (12/15/2016)
   b. Board of Trustees Committees (10/20/2016)
   c. University Council (11/2/2016)
   d. Operating Staff Council (11/3/2016)
   e. Faculty Senate (10/26/2016)

Baker will be joining in November. Please send questions in advance for his preparation.

Klaper adds that Student Associations will be holding rallies in beginning of November will be coming on campus. 4:30 on November 3rd.(verify date)

Napientek asks about Freedom of Speech email that went out.

Dymond adds that her Stem Café on 10/26 at 6:30pm. Talking about the economy is changes businesses, should be a fun conversation.

XI. Adjournment

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