Approval of Agenda:
Doederlein added two items to the Agenda (Open Meetings Act Update and Bowling & Billiards Event invitation from the Operating Staff Council). Doederlein called for approval of the Amended Agenda. Adzovic so moved, seconded by Pietrowski, all in favor, none opposed, no abstentions. Amended Agenda approved.

Approval of Minutes, November 9, 2017 Meeting:
Doederlein called for a motion to approve November 9 minutes. Richter so moved, seconded by Reid, all in favor, none opposed, no abstentions. November 9, 2017 Minutes approved.

Guest Speaker:
Dr. Kelly Wesener-Michael brought the Council up-to-date on the Huskie Pride initiatives on campus and within the community and moving forward:
- Red & Black Fridays
- T-Shirts
- Huskie Pride support by local Chambers of Commerce, DeKalb, Geneva
- Geneva & DeKalb now have NIU flags flying at city hall
Next term Huskie Pride will be looking for Faculty and Staff to publicize Huskie Pride with signs and postings to social media for positive reinforcement. For example, have a big poster of a Huskie with a shirt on it then take pictures of everyone in your office with the poster and put on social media.

Announcements:
a.) The President’s Commission on the Status of Women-Outstanding Women Student Award nomination deadline is February 9, 2018. Open to undergraduates, graduate students and law students.
https://www.niu.edu/president/commissions/women/awards/women-student/application.shtml

b.) Anderson Hall Parking Changes: Lot B changed from Yellow to Blue and renamed Lot 2. Old Lot 2 goes from Blue and Yellow to all Yellow and renamed Lot E. Reserved spaces remain until expiration. Effective January 2, 2018. Rogers-Tryba reported the number of Blue spaces is not changing, just shifting location. Our Advocacy Committee has concerns. Let your University Parking Committee know
of our concerns. SPS members of the Campus Parking Committee are: Tim Trottier; Cindy Ditzler & Joseph Baumgart

c.) Undergraduate Research & Artistry Day-Community Engagement Showcase. April 18, 2018
Keep an eye out for this. See also:
https://niu.edu/engagedlearning/undergraduate-research/urad/index.shtml

d.) Open Meetings Act Update: We do not know what impact this will have on our Council.
University Council and its Sub-Committees comply in spirit but not in the formalities, so we
must get up to speed for future. It was suggested that we go ahead and adopt the
Requirements of the OMA so if we are required to, we will be there.

e.) The Operating Staff Council invites us to their Bowling & Billiards event January 11, 4:30
to 7:00 pm and this is the formal kick-off of the OSC’s Huskie Pantry food drive. Bring a
nonperishable and for $5 you get shoes and unlimited bowling & billiards. See attached
flyer.

Pietrowski announced that Open Meetings Act and FOIA training will be presented by the
Attorney General’s office at the DeKalb County Farm Bureau, 1350 West Prairie Drive,
Sycamore on Thursday, January 11 at 6:30 pm. This training does not take the place of
online training but it is free and open to the public. It is meant to provide more information
to local government officials.

Committee Reports:

Awards: The committee received ten nominations for the Presidential Award for Excellence. The committee will meet again in early January.

Communications & Technology: The committee met December 6 and discussed the
need to train others to maintain the SPS email list. The committee will be setting
up training for a few of us since Jonathan Ostenburg is no longer maintaining that list.
Also, Frances will be posting all monthly meeting agenda and minutes on website.
Reminder: Start using the NIU Calendar for event posting, SPS and other events.
The information sheet “How to promote your campus event” has been updated.
The new version is attached. (duplex)

Constitution & Elections: This committee is set to meet in January. They are expecting
to solicit nominations in January or early February and no later than the first week of
March for our next election to be held no later than the third week of April, 2018.

Chair Pietrowski posed the question do we stay with Divisions or solicit candidates from
SPS at large? Doederlein opened the floor for discussion. It was decided that we would
go with Divisions one more time and then make necessary adjustments.

Keeping Divisions requires obtaining lists of SPS employees in each Division. It was
noted that it has always been a problem getting that list. Doederlein will check with
Laura and Celeste on that.

Events: Love-Moore passed around a sign-up sheet for the Holiday Social scheduled for
December 19.
Friday, January 12 Lunch & Learn – bring your own lunch. This Lunch & Learn will feature Jill Secor who will be offering tools and tips about dealing with managers and management teams. Campus Life Building – room location to be confirmed later.

Love-Moore reported that the November 30 Lunch & Laugh was a really good time and the Events Committee will try to do more of those in the Spring.

When posting events, put in Calendar first. Calendar events are featured on websites, the Monday morning announcements and NIU Today emails.

Also, we need to remind people in our event notices that attendees are to use comp time or vacation time—for these functions. *We need to be sure that disclaimer is stated on the announcements.*

**Professional Development:** Carlisle reported they are still conducting their audit. The committee wants to develop a program that recognizes those who are pursuing a professional degree.

**Regional Community Relations:** We have a presence on the DeKalb County website featuring NIU Athletics; College of Visual and Performing Arts; NIU Anthropology Museum; NIU Art Museum in the Links to County Resources. We also have quarterly meetings with units doing outreach to the public. We want to go beyond DeKalb County and are making progress.

**SPS Dependent Scholarship Fund:** Balance in Fund is $5983. We will look at what was done last year regarding awards.

**Advocacy:** Rogers-Tryba reported the committee did not meet this month. They are still in the process of going through the handbook. You can help, check with Tracy.

Vice President’s December Report available in Office 365, Share Point at:

[https://niuits.sharepoint.com/sites/spscouncilmembers](https://niuits.sharepoint.com/sites/spscouncilmembers)

**Unfinished Business:**

a.) SPS Compensation/Degree/Certification Policy: This is not happening.

b.) Search Committee Update: Debra Miller is our representative on the Planning Committee. There is one OSC member and one SPS council member. Other members are predominantly faculty. We will be looking at the make-up and I will let Debra know this is one of our concerns. We will have an option if we want her to continue on the committee as a representative as she may serve on both the planning and search committees.

c.) Staff Retreat Follow-up: Nothing new to report at this time. We will keep this on the agenda.

**New Business:** No new business.

**University Committee Reports:**

- **Board of Trustees:** The Board re-visited Baker’s separation agreement and re-stated the terms of the agreement.
The Board also stated there will be more changes because of Prioritization. There are centers that have not been functional and were taken off the books.

HSC renovation will affect only the basement. Other space will still be available. No disclosure of what food franchises may be involved in the renovation due to contractual considerations. No decision yet about the status of Blackhawk employees.

University Council: Saborio reported that the tuition rate remains flat. The last Faculty Senate meeting included a good session with Anna Quider. The tax on graduate student tuition waivers was removed from the bill.

Operating Staff Council: January 11 Bowling & Billiards event 4:30-7:00 pm. Flyer attached. Next meeting 1/4/2018.

Doederlein called for a motion to Adjourn. Napientek motioned, seconded by Love-Moore, all in favor, none opposed, no abstentions. The motion carried, the meeting was adjourned at 11:30 a.m.

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.