**DRAFT for Approval - Minutes of UIC SUAA Annual Meeting**

**October 20, 2020**

*NOTE: Due to the Covid-19 pandemic, the UIC SUAA annual meeting, originally scheduled for 4/29/20, was postponed and combined with the traditional Fall Forum hosted by our chapter. Because of continuing restrictions on in-person gatherings, this meeting was held virtually, using the SUAA Zoom platform. The meeting included presentations on UIC’s responses to two current crises, the Covid-19 Pandemic and Racial Injustice, both of which affect the economic stability of our State and nation. Following the presentations, the annual business meeting of the chapter was held.*

***10:45 A.M. Pre-Meeting Log In and Open Chat.***

**UIC SUAA Annual Meeting and Fall Forum 2020**

1. **Welcome.** Thirty-six members had checked-in when President **M. Thompson** called the meeting to order at 11:02 a.m. and welcomed all participants. Other members joined the meeting later. The final number recorded was 41. **M. Gassman** reminded all that the meeting was being recorded. **M. Thompson** expressed gratitude to SUAA Executive Director Linda Brookhart for allowing us to make use of the SUAA Zoom platform. She explained that Dr. Meena Rao would be introducing our presenters, and that all were welcome to forward questions to them via the chat function.
2. **Presentations**.

Guest Speaker #1. M. Rao introduced the first speaker, *Dr. Janet Lin*, Professor of Emergency Medicine at UIC and an internationally recognized expert in disaster preparedness and response. Her remarks focused on how to maintain resilience during this pandemic. A link to her presentation in its entirety can be found on our chapter website.

Dr. Lin explained that UIC is now in its 32nd week of its response to the pandemic, having begun to take notice and action as early as 1/20/20. UIC has focused on innovations to meet this challenge. They include:

* Virtual Care (both tele-health and remote monitoring); the use of cohort and team-based responses to patient care; approaches to PPE, including how to properly use (and at times re-use) equipment in order to keep the team safe, and the use of new testing modalities while applying data analytics to care.
* Going forward, the campus and hospital are utilizing a “disaster cycle” iterative process to prepare for what is predicted to be a fall/winter surge in cases.

She encouraged all to keep COVID “top of mind” and maintain our vigilance, even while “fatigue” sets in. She also encouraged SUAA members to take advantage of their ties to the UI and the legitimacy this gives us in our communities to encourage safe practices and address disparities.

Guest Speaker #2. Next, Dr. Rao introduced Associate Chancellor and Vice Provost for Diversity, *Dr. Amalia Pallares,* to discuss some work by UIC faculty regarding issues of Race, Policing, Protest and Democracy. Her presentation can also be accessed from our chapter’s website.

Dr. Pallares began by providing a brief timeline of the Black Lives Matter movement over the last six years. She found it encouraging that people have begun to learn from each other and become more aware of systemic social justice issues. Her office sought input from a variety of segments, both on and off campus, to help advance the movement for social justice, and a variety of responses were received from these groups, as summarized below.

* Student petitions asking for attention to curriculum shortfalls, the under-representation of Black faculty and staff, requests for racial training of our police force, etc.
* Faculty petitions noting the need for a variety of structural changes, including the recognition of the work of Black faculty, increased minority recruitment, support for Black staff, and the need for outside advisors to review conditions regarding racial concerns at UIC.
* Community input including a request to recruit more Black students and faculty, to do more to engage Black neighborhoods, and to increase procurement from minority businesses.

Dr. Pallares convened a campus-wide event (BREATHE) that attracted 500 individuals, the Chancellor met with student leaders, and the Provost hosted an East-West campus meeting. Three working groups have been established to review the petitions and suggest action; to create a Public Safety board, to connect with experts on race and higher education, and to acquire advice on strategic implementation of some of these ideas. They will be asked to review these reports in November 2020.

SUAA members were asked to support these efforts through advocacy, sharing of information, mentoring faculty and students, and engaging their communities. Dr. Pallares stated: Do NOT stop paying attention to the injustices that this year have brought to light. Dr. Pallares is considering offering a symposium in 2021 to share the results of these efforts.

**M. Thompson** thanked both speakers for their interesting and thought-provoking presentations and their willingness to provide their e-mail addresses for members to contact them with further questions.

**UIC SUAA Annual Business Meeting**

M. Thompson convened the Business Meeting at 12:30 p.m. and again welcomed all the attendees.

1. **President’s Report on Chapter Activities**. A summary is below; the entire report can be found on the Chapter website.

2020 ANNUAL REPORT OF THE UIC SUAA CHAPTER

Michele M. Thompson, President

In April 2019, the members of the UIC SUAA chapter elected me President of the chapter for a two-year term. In the 10 months that followed, the Board of Directors of the chapter undertook a number of initiatives to inform and engage the members. From April 2019 through February 2020, the Board held nine Board meetings at UIC. In March 2020, in an effort to mitigate the spread of the coronavirus, the UIC SUAA Board of Directors postponed its annual meeting that was scheduled for April 29, 2020 and began to meet virtually. The annual meeting was rescheduled to October 20, 2020. All meetings of UIC SUAA will be conducted in this mode for the foreseeable future.

* **Chapter Events and Work of the Chapter, April 2019-October 2020**
	+ InApril 2019, the Board elected delegates from the chapter to the SUAA annual meeting. They were: Lawrence Kloc, Arlene Norsym, Ashish Sen, Brenda Russell, and Michele Thompson. The Board began planning for the **Fall Forum**, selecting the topic of “Estate Planning”.
	+ The **SUAA Annual Meeting, Springfield**--On June 27-28, 2019, the delegates noted above attended the SUAA annual meeting in Springfield, Illinois during which new SUAA officers and Board members were elected. Revised Bylaws were adopted. Our chapter was recognized for recruiting a significant number of new members.
	+ **Fall 2019 Events for UIC SUAA:**
		- **UIC EXPO, October 1**—Board Members attended this event for UIC staff to promote SUAA and encourage them to join UIC SUAA. Several new members were secured.
		- **Council of Councils (Civil Service Staff from all Illinois Public Universities) October 18. Brenda Russell**, UIC SUAA Past President, and **William Peterman**, Chair of the UIC SUAA Legislative Affairs Committee, spoke about the work of SUAA in advocating for the stability of benefits for retirees of the public universities and community colleges in the State and encouraged membership.
		- **Fall Forum**, **October 23—**With the title, “Don’t Leave a Mess for Your Family: Basic Instructions”, the 2019 Fall Forum focused on ways to carry out estate planning responsibly. The presenters were**: Arlene Norsym**, UIC SUAA Secretary, and Charles Slamar, a Chicago attorney and a specialist in estate planning. A video of the Forum may be viewed from our Chapter website.
		- In November, **Lawrence Kloc,** UIC Chapter Treasurer, was appointed to the SUAA Board of Directors to represent District I.
		- **Holiday Luncheon, December 11, 2019--**Members of the chapter and guests met at the Greek Islands restauran**t** for the annual Holiday Luncheon.
		- **Meeting with Chancellor Ameridis, December 18, 2020--Arlene Norsym** and **Michele Thompson** met with UIC Chancellor Ameridis to express appreciation for courtesies UIC SUAA has had at UIC. The Chancellor suggested that we also meet with John Coronado, Vice Chancellor for Administrative Services.
	+ **Winter 2020, Decisions and Adjustments:**

Early in 2020, the UIC Board of Directors began discussions regarding our annual chapter meeting as well as to consider a way to reduce the chapter’s dues in order to keep the total amount of dues as modest as possible. The Board decided to reduce its portion of dues from $11.00 to $8.00 per year. The total then would be $47.00 for members and $39.00 per year for a spouse or partner. \*

* + - **Meeting with Vice Chancellor John Coronado**—On February 3, 2020, **Arlene Norsym** and **Michele Thompson** met with Vice Chancellor Coronado to acquaint him with UIC SUAA and to thank him for making a meeting room available to the chapter for occasional use for several years. He was very supportive of our activities and indicated that the meeting space would continue to be made available.
		- **Membership Dues Discussion**

Since the new SUAA dues were effective January 1, 2020, as approved at its November 2, 2019 meeting, the UIC Board made the change to its dues retroactive to that date as well. However, the chapter Bylaws require that the membership must also approve this change. Thus, this recommendation is being made at this meeting.

* + - **Representation of Academic Professional Staff on the UIC SUAA Board--**In recent years, it has been difficult to recruit someone due to the demands on employees’ time. Thus, the chapter adopted a new policy that will permit appointing an employee who is an Academic Professional but who is not also a member of APAC.
		- **Commencement of Virtual Meetings --**The February Board meeting of the chapter was the last “in-person” meeting in 2020. The UIC Board began meeting virtually via videoconference in March 2020, and this modality continues. The Board also had to postpone the annual chapter meeting until such time as logistics would permit. As the Board began meeting virtually online due to the COVID 19 pandemic, the members realized that changes were needed in the **chapter’s governing documents**. A sub-committee was established to review the Constitution and Bylaws and recommend revisions. The committee was chaired by **Arlene Norsym**, Secretary, with **Merrill Gassman**, Past President of the chapter and Webmaster, and **William Peterman**, Director of Legislative Affairs, as members. This committee reviewed the two documents and recommended consolidating them into one, called “Bylaws”. The Board approved this recommendation and seeks approval of the revisions at this meeting.
	+ **SUMMER 2020: Meeting in New Ways, a Learning Curve. Plans for a New Type of Meeting with the Membership of UIC SUAA**. We determined that we would need to hold a “virtual” meeting for our annual meeting and decided to combine it with our annual Fall forum into one virtual event. Fortunately, **Merrill Gassman** was able to work with SUAA Executive Director Linda Brookhart at the parent organization to use its contract with Zoom to hold large online meetings. We are grateful for their work that has allowed this to happen. Given the medium for this meeting, we cannot ask the members to vote in the usual way. Instead, we ask you to vote via the web link in the Agenda**. Please complete the ballot by October 27, 2020**.

On behalf of your Board of Directors, I thank you very much for your willingness to participate in this meeting in a new way and am grateful to my fellow Board members for all their work this year and for your forbearance and patience as we navigate the “new normal”.

\* Note: At its November 2, 2019 Meeting, the SUAA House of Delegates voted to increase the SUAA portion of the membership dues from $33.00 to $39.00. At this time, membership dues for the UIC SUAA chapter were $11.00. UIC SUAA delegates at this meeting were L. Kloc, A. Norsym and W. Peterman.

1. **Approval of Minutes of 2019 Annual Meeting.**

**A. Norsym** moved that the Minutes of the April 2019 annual meeting be approved. The Minutes had been circulated earlier to the chapter members via e-mail. **M. Thompson**, seconded.

Subsequent Tallied Vote (including mailed ballots and online voting):

Yea: 92 No: 1 **Minutes Approved**.

1. **Chapter Financial Report.**

Chapter Treasurer **L. Kloc** gave a report on the chapter’s finances. He spoke of the efforts SUAA and our chapter continue to make to provide information to our members and to advocate for SURS members. He noted that membership generally grows when our pensions are under threat, but also that membership has dropped across all regions.

As the President noted, our chapter Board voted to reduce chapter dues in order to mitigate the impact of the SUAA dues increase from last year. However, given our inability to provide in-person programming, expenses this year have been minimal and have left our chapter with a surplus of nearly $60,000. Current plans are to use some of these funds to improve technology and leverage the talents of our members (and perhaps members of other chapters) as well as guest speakers to create webinars and other informational materials to assist our members. Currently, we are directing our efforts toward SURS Tier II advocacy and Survivors’ Benefits. We welcome ideas from all of our 1,400 members.

**M. Thompson** thanked **L. Kloc,** not only for his work as chapter Treasurer but also for his service as a member of the SUAA Board and his interest in developing virtual programs for all SUAA members.

1. **Legislative Report.** **W. Peterman**, who also serves as co-chair of the SUAA Platform Committee, directed members to our website to view the 2021 SUAA Legislative Platform, which has not changed from last year. He noted that it will come as no surprise that, with COVID 19 expenses and existing State financial burdens, there is little hope for a balanced state budget this year. In addition, much of the State budget is predicated on the passage of the FAIR tax (Constitutional Amendment for a Graduated Income Tax) proposal on the Nov. 3rd ballot submitted by the Governor. The concern is, if the FAIR tax fails, revenue might then need to be found through service cuts and/or with increasing tax rates and/or taxing retirement income. **M. Thompson** thanked **W. Peterman** for his work on the Platform Committee as well as his monitoring of relevant legislation.
2. **Election of Chapter Officers/Board Members. B. Russell,** as Chair of the Nominating Committee, thanked **W. Peterman** and **K. Stauffer** for serving on this committee and presented the following recommendations for Board and Officer Positions:
	1. First Vice President Chris Keys
	2. Secretary Arlene Norsym
	3. Director-at-Large John Palmatier
	4. Director-at-Large Meena Rao

She then asked for nominations from the floor (via chat); none were received.

Subsequent Tallied Vote (including mailed ballots and online voting)*:*

*YEA: 85 No: 4*  **Recommendations Accepted and Approved.**

1. **Motion to Approve Revised Chapter Bylaws**. **A. Norsym** presented a summary (below) of the sub-committee’s recommendation of changes to the chapter Bylaws and Constitution. These changes have been discussed and approved by the chapter Board and were circulated to the membership prior to this meeting.

Purpose: Update the Chapter’s existing Constitution and Bylaws and make them consistent with those of statewide SUAA and current conditions.

Proposal: Combine the Chapter’s existing Constitution and Bylaws into one document, the Bylaws.

**UIC SUAA Recommended Updates to Bylaws and Constitution**

**October 2020**

1. Archives and Maintenance: Archives are the Bylaws and the agendas and minutes of all Board and Annual Assembly meetings. Electronic storage of records is encouraged.
2. Records: Officers and committee chairs shall provide crucial records to successors.
3. Chapter Dues: Changes to chapter dues will be made by the Board of Directors in sync with the timetable established by statewide SUAA.
4. Board Meetings: Meetings of the Board and committees may be conducted electronically.
5. Virtual Meetings: If necessary, the Board shall provide for virtual meetings of the Annual Assembly.
6. Life Membership: The class of Life Members (rarely is ever used) has been dropped.

**M. Thompson** reported that no objections or additional recommendations had been received. **A. Norsym** then made a motion to adopt these changes; **B. Russell** seconded.

Subsequent Tallied Vote (including mailed ballots and online voting):

Yea: 89 No: 2 **Motion Carried.**

1. **Recommendation to Approve Change (decrease) in Chapter Dues**.

M. Thompson reminded all that, at its 2019 Fall Meeting, the SUAA House of Delegates voted to increase its portion of membership dues from $33.00 to 39.00. At that time, membership dues for the UIC chapter were an additional $11.00. After several months of discussion, the UIC Board decided to decrease chapter dues from $11.00 to $8.00 per year, which would keep the total at $47.00, and those for a spouse or partner, to $39.00 per year.

According to the chapter Bylaws, the membership must also approve this change, and we are making that recommendation at this meeting.

Subsequent Tallied Vote (including mailed ballots and online voting):

Yea: 85 No: 6 **Motion Carried.**

1. **Questions from Participants; Wrap Up and Adjournment**. **M. Thompson** again encouraged all members to vote on the slate of officers/board members, Bylaws change proposal, and proposal to change chapter dues. (NOTE: The votes received have been tallied in these minutes.)

She reminded the group that the Chapter is here to serve all members and noted that no one should hesitate to contact us. **M. Gassman** noted that our website has links to the recordings of this – and all recent chapter Board meetings - as well as links to past programs we have presented.

On behalf of the Board, she thanked everyone for joining us at this virtual meeting and asked them to continue to look out for each other and stay safe. **L. Kloc** moved to adjourn the meeting; **B. Russell** seconded.

 Meeting adjourned at 1:20 p.m.

Respectfully submitted,

Arlene F. Norsym, Secretary