



NORTHWESTERN
UNIVERSITY

Staff Advisory Council



The Northwestern University

Staff Advisory Council is a group of

volunteer staff members appointed by the University

president to promote a positive work environment

and serve as an advocacy group and communications

channel between staff and University administration.

NUSAC represents the diversity of the

Northwestern staff and collaborates with the

president, senior administrators, faculty, and other

members of the University community in our shared

pursuit of excellence.



Our Structure and Activities

NUSAC comprises a **General Council** whose 25 members — all permanent full- or part-time staff employees — are drawn from across the University. A chair, vice chair, secretary, and treasurer are elected yearly. In addition to task- or issue-specific ad hoc committees, General Council members serve on at least two of four standing committees during their three-year NUSAC term.

The **Benefits Committee** is informed of the University's benefits-related policies and procedures, assists in communicating proposed changes to staff, and reports staff concerns and makes recommendations directly to the University's associate vice president for human resources and benefits director.

The **Communications Committee** makes the University community aware of NUSAC's goals, activities, and accomplishments. The committee is responsible for NUSAC's website, newsletters, NUSAC in Action e-mails, and other marketing and public relations efforts.

The **Human Resources Committee** meets regularly with the University's associate vice president for human resources and the HR director to be informed of proposed HR policy changes, communicate staff interests and concerns, and make recommendations. It also works to expand professional development opportunities for staff.

The **Outreach Committee** promotes collaborative partnerships between NUSAC and Northwestern's other staff organizations. It also coordinates annual NUSAC Gives Back philanthropic events — such as holiday gift, winter clothing, and school supply drives — that benefit local charities and build community among staff.

In 2010, in collaboration with the Offices of Human Resources and Work/Life Resources and others, NUSAC spearheaded the founding of **NU Cares**, an ongoing fundraising program that allows University employees to voluntarily contribute to an assistance fund for fellow employees in financial crisis. See www.northwestern.edu/nusac/nucares for full details.

Our Mission and Accomplishments

Issued in 1973 by the University President, NUSAC's charter states that the staff advisory council's mission is *“to provide service to the University community by representing the opinions, concerns, and experiences of all Northwestern University staff.”*

Over the years NUSAC has steadfastly pursued its mission, meeting with key University administrators, nominating staff to serve on University committees and task forces, and providing important staff input on matters affecting Northwestern's work environment, such as

- retirement plan contribution levels
- tuition assistance and portable tuition benefits
- opportunities to learn about the state of the University
- childcare resources
- employee performance and length-of-service recognition programs
- sick day, vacation day, and personal floating holiday policies
- flexible work schedules
- parking fees
- intercampus travel services

www.northwestern.edu/nusac

Our Invitation to You

Contact Us. Send your questions, concerns, and suggestions directly to nusac@northwestern.edu or through www.northwestern.edu/nusac.

Come to a Meeting. General Council meetings are open to all Northwestern employees (see www.northwestern.edu/nusac for meeting dates and times). Before attending a meeting or to propose an agenda item, please e-mail the NUSAC chair at the above address.

Apply for Membership. NUSAC recruitment takes place each spring. Permanent full- and part-time staff with at least two years of continuous University service are eligible to apply. Successful applicants are appointed to an initial term of three years and may renew for a second term. Go to www.northwestern.edu/nusac for details.

Additional Resources

Other Employee Organizations

www.northwestern.edu/ahead (higher education administrators)

www.northwestern.edu/anuw (University women)

www.northwestern.edu/glue (LGBT)

www.northwestern.edu/nurap (research administrators)

www.northwestern.edu/university-circle (University women)

Faculty/Staff Assistance Program (Perspectives, Ltd.)

www.perspectivesltd.com

Office of Human Resources

www.northwestern.edu/hr

Workplace Learning and Performance Advancement

www.northwestern.edu/hr/training

University News and Events

www.northwestern.edu/newscenter

WildCARD User Privileges and Discounts

www.northwestern.edu/userservices/wildcard

Women's Center

www.northwestern.edu/womencenter

Office of Work/Life Resources

www.northwestern.edu/hr/benefits/childcare