Table of Contents
President’s Corner .................................. 1
Happy New Year From Your OSC ........ 1
HSC to Host Bridal Expo ...................... 1
New Smoking Rules in Effect .............. 2
Nominations Sought for Outstanding Service Award ... 2
Know Your Operating Staff Council .... 2
Employment Changes ........................... 3
Service Awards .................................. 4
Committee Member Sought .................... 4

HSC to Host Bridal Expo
NIU will host the Northern Illinois Bridal Expo from 11 a.m. to 4 p.m. Sunday, Jan. 13, at the Holmes Student Center Duke Ellington Ballroom. The expo will feature more than 40 exhibitors, a groom’s room, a bridal fashion show and taste testing. Admission is free and includes a complimentary buffet. Parking is available at the visitors’ lot on Carroll Avenue, just south of the Student Center. For more information, visit www.niu.edu/hsc.

President’s Corner
As we finish out 2007, I hope everyone had a happy holiday season, and I want to wish you all a joyful and prosperous New Year. I hope that you were able to spend some time with your families, and to relax and regenerate during your time off.

2007 has been an exciting time for NIU. Our students came back to school during one of the worst floods our area has seen in years, but quickly settled in and began their studies – thanks to many Operating Staff who were there to assist and make the move-in day seem like a normal operation – despite the additional challenges set forth by the weather.

There have been many new and exciting projects that we have seen develop this year: The Strategic Plan, which is in full swing; True North, NIU’s first capital funds raising campaign, and the opening of the Jeffrey and Kimberly Yordon Center. As we look forward to the future, we already have much to anticipate: The Board of Trustees has approved the building of a world-class proton therapy cancer treatment and research center and an NCAA soccer and track field.

The above are just a few of the many things to be proud of here at NIU. The school year is flying by quickly. We look forward to the new opportunities that await us in 2008. Happy New Year!

Jay Monteiro, President
Operating Staff Council 2007-2008

Happy New Year From Your OSC

Front row: Judy Burgess, Vice-President Gay Campbell, Secretary Theresa Kinniry, President Jay Monteiro, Marcia Dick; Second Row: LaRonda Thuestad, Karen Smith, Linda Jennings, Danell Nixon; Third Row: Alan Smith, Sara Clayton, Andy Small, Brenda Smith, Jesse Tellez; Not pictured: Treasurer Elizabeth Buck and Glenda Jones
New Smoking Rules in Effect

Those wishing to smoke on campus have to walk a bit further to do so. A statewide law that took effect Jan. 1 bans smoking within 15 feet of any entrance, air intake or operable window on any public building, which would include all buildings on the NIU campus.

The law, which also prohibits smoking in or near bars, restaurants and other public workplaces, is intended to reduce exposure to secondhand smoke, which proponents of the law estimate is a contributing factor in about 2,900 deaths each year in Illinois.

To ease compliance with the law, employees of the Building Maintenance and Grounds departments have begun moving the large ash urns found outside of most campus buildings to locations at least 15 feet from entryways.

“Essentially, if you are standing near one of the ash urns anywhere on campus, you can be confident that you are in compliance with the law,” said Debra Bryant, chair of the Campus Safety and Environmental Quality Committee. “It is recognized that this policy revision will be successful when people cooperate and live within the spirit of the policy. While there are procedures available for enforcement, good will and respect for the rights of others are the keystones of the successful implementation of this policy.”

The law stipulates that violators can be ticketed by local police or the public health department, and could be subjected to fines of between $100 and $250. Employees or students who violate the rule on campus also could face disciplinary actions through Human Resources Services or the Judicial Affairs Office, respectively, just as they might for violating any other state law while on campus.

Should any smokers decide that the latest restrictions on smoking provide an impetus for giving up the habit, NIU Employee Wellness can organize a class based on the American Cancer Society’s Freshstart Stop Smoking Class. A minimum of six people are required for a class. Groups of friends or co-workers interested in taking the class can pick the days and times they wish to attend.

Freshstart consists of four one-hour, small-group sessions, and is designed to provide the tools and information needed to make the smoking cessation experience positive and successful.

For more information, contact Employee Wellness and Assistance at (815) 753-6000 or via e-mail at HRSTraining@niu.edu.

Nominations Sought for Outstanding Service Award

Now is the time to say thank you to those Operating Staff employees you work with for their exceptional performance year round. I’m talking about the Operating Staff Outstanding Service Award. Nominations for the Operating Staff Outstanding Service Award are now being accepted.

The Operating Staff Outstanding Service Award is presented each year to up to four Civil Service employees at NIU who have excelled in their respective positions here at NIU. Winners of the award receive a plaque and a taxable $1500 award at a special banquet in the spring.

Any status Civil Service employee employed continuously since February 1, 2002 is eligible to receive the award. Any supervisor or co-worker can nominate someone for the award.

“The Operating Staff Outstanding Service Award is a way to recognize those individuals who regularly go the extra mile in the performance of their duties,” said Operating Staff Council President Jay Monteiro. “Being chosen for the award validates the employee’s efforts and says that their hard work is appreciated.”

Anyone wishing to nominate an employee for the award can visit the OSC website at www.niu.edu/osc/serviceaward. Forms and guidelines will also be sent to each Operating Staff member via campus mail. Nominations are due in to Human Resource Services no later than 4:30 p.m., Thursday, February 28, 2008. Nomination packets will be reviewed by the Outstanding Service Award Committee and winners will be notified by mail.

For more information, visit the website, or contact a member of the Operating Staff Council.

Know Your Operating Staff Council

Name: Danell Nixon
NIU Position: Program Administrative Assistant in ITS
Came to NIU in: 1999
From: Watauga, Texas

Years on OSC: 7 months
Office Held: Outstanding Service Award Committee member – 2007, Special Events Committee member – 2007
Community Associations: Member of Saint Patrick’s Church, Rochelle; member of P.T.A., Central Middle School, Rochelle
Family: Spouse – Bill also works for NIU, daughters Nicole (18) a freshman at NIU and Allison (9) in third grade
Proudest Achievements: Being asked to serve on the board of directors of a national association and receiving the Outstanding Civil Service Award in 2006
Hobbies, interests: Watching my favorite football team, the Dallas Cowboys and gardening
Nobody knows that I: Am an avid Dallas Cowboys fan
Favorite activity: Being with friends and family
I would do anything to avoid: People who are unhappy and insecure about themselves
Favorite play, movie or book: I don’t really have favorites, but I do enjoy watching comedies
Favorite entertainer: Singer Phil Collins
I am or have been most inspired by: People who have a positive attitude and smile all the time
EMPLOYMENT

Changes

October 2007

Welcome New Employees
Robert Bergman, Stationary Fireman Helper—Physical Plant
Tami Bombich, Staff Secretary—NIU Outreach Regional Development Institute
Alan Crowley, IT Manager/Administrative Coordinator—Customer Support Services
Stefanie Echols, Child Development Associate—Campus Child Care
Janet Gianfrancesco, Account Technician I—Controller
Linda Holderman, Senior Applications Analyst—Information Services
Dora Irons-Welch, Collection Specialist I—Bursar
Ninette Larson, Food Service Area Supervisor—Holmes Student Center
Leonard LeGrand, Secretary III—Student Athlete Academic Support Services
Candace Miller, Secretary IV—Marketing
Duane Piller, Collections Specialist II—Bursar
Annette Reyes, Clerical Assistant—Procurement Services
Jessica Williams, Library Assistant—University Libraries

Changes
John Avila to Building Service Worker—Building Services
Barbara Berg to Business/Administrative Assistant—University Press
Robert Botts to IT Technical Associate—Bursar
James Britz to Food Service Administrator III—Housing and Dining
Bridgett Davis to Human Resource Assistant—Human Resource Services
Pamela Hector to Purchasing Officer I—Procurement Services
Timothy Heitler to Laboratory Animal Care Supervisor—Psychology
Diane Keding to Staff Secretary—Psychology
Theresa Maynard to Purchasing Officer II—Procurement Services
Pamela Stangley to Benefits Counselor II—Health Services
Laura Weber to Staff Secretary—Center for South East Asian Studies

Changes in Department
Melissa Folowell-Vargas, Secretary IV to Student Involvement and Leadership Development
Maranda Graybeal, Main Desk Attendant to Convocation Center
Linda Lorbach, Applications Analyst to Enterprise Systems Support
Marianne Spring, Administrative Secretary to Student Affairs

Name Changes
Jennifer Stein to Jennifer Seales, Hearing Impaired Interpreter—Access-Ability Resources
Kelly Bend to Kelly Stewart, Staff Secretary—Operation Management and Information Systems
Maegen Frey to Maegen Swanson, Pharmacy Technician—Health Services

Retirements
David Bass, Electrician—Physical Plant
Dawn Ericksen, Library Operations Associate—University Libraries
Ramona Lanier, Admissions/Records Specialist I—Registration and Records
Sue Stelling, Staff Secretary—Communicative Disorders

Separations
Jane Anderson, Medical Records Technician—Health Services
Craig Baumann, Automotive Technician—Transportation
Julia Buie, Clerk—Registration and Records
Rachel Connor, Cashier III—Bursar
Darryl Deer, Police Officer—Public Safety
Jason Jackubowski, Security Guard—Public Safety
Rhonda Kitsos, Secretary IV—Foreign Language and Literature
Patricia Koca, Staff Secretary—History
Carly Malczyk, Baker II—Housing and Dining
Kerses Millen, Child Development Supervisor—Family, Consumer and Nutrition
Cheyenne Morgan, Secretary III—Kinesiology and Physical Education
Tori Orsted, Administrative Secretary—Counseling and Student Development
Marchelle Ratliff, Secretary III—Recreation Services
Steven Sheldon, IT Support Associate—Customer Support Services
Leeann Speer, Cook—Housing and Dining
Elizabeth Thompson, Staff Secretary—Teaching and Learning
Daniel Williams, Cook—Housing and Dining

November 2007

Welcome New Employees
Stacey Alden, IT Support Associate—Customer Support Services
Kenji Amos, Financial Aid Adviser—Student Financial Aid
Tim Ferris, Automotive Technician—Transportation
Rocio Garcia, Cashier III—Bursar
Katherine Goshko, IT Support Associate—Health Services
Elizabeth Mueller, Secretary III—Theatre and Dance
Jeanne Phelps, Clerk—Registration and Records
Matthew Schaap, Events Administrator—Convocation Center
Timothy Schwartz, IT Technical Associate—Customer Support Services
John Sherman, Instructional Media System Technician—Media Services
Peter Sopko, Building Service Worker—Building Services
Marc Turnes, Secretary III—Office of Scholarship Coordination
Jacob Waddle, Account Technician I—Development Operations
Janice Wylde, Graduate Placement Officer—Career Services

Changes
Shaun Allshouse to Graphic Designer—University Press
Mary Cochrane to Building Service Sub-foreman—Building Services
Monica Jinks to Staff secretary—College of Law
Joseph McFarland to Instructional Media System Technician—Media Services
Justin Tatro to Route Driver—Materials Management

Name Changes
Mary Kolars to Mary Bausum, Medical Technical Technologist II—Health Services
Jayne Crosby to Jayne Crosby-Lindner, Secretary III—University Libraries
Phillip Lindner to Phillip Crosby-Lindner, Food Service Stores Laborer—Housing and Dining
Amy Ricker to Amy Edwards—Program Administrative Assistant
Julie Hartzel to Julie Miller, Secretary IV—Sponsored Projects
Kendra Kirkham to Kendra Nenia, Child Development Associate—Campus Child Care
Grace Lewandowski to Grace Wahler, Account Technician II—Controller

Retirement
Donna Alford, Cashier III—Holmes Student Center

Separations
Maria Burciaga, Human Resource Assistant—Human Resource Services
Patricia Escobar, Medical Transcriptionist III—Nursing and Health Studies
Renita Gay, Kitchen Helper—Housing and Dining
Operating Staff Council
Northern Illinois University
DeKalb, Illinois 60115-2854

Jose Ocana, Catering Supervisor—Conference Services
William Pernell, Web Specialist I—University Libraries
Gregory Reed, Police Officer—Public Safety
Bryan Reid, IT Support Associate—Customer Support Services

Service Awards

October 2007

5 Years
Carol Albert—NIUTEL—Telecomm Services
Michael Augsburger—Kinesiology and Physical Education
Nancy Gray—University Legal Services
Dawn Highstreet—Building Services
Ernest Hurley—Building Services
Robin Pakenham—Finance and Facilities
Eric Rippentrop—Building Services
Ricardo Ruiz—Student Involvement and Leadership Development
Stephen Skall—Customer Support Services
Cheryl Smith—NIU Connect
Shola Ward—Enterprise Systems Support
Diane Wrigley—Health Services

10 Years
Shelley Baar—LA&S External Programming
Jean Gastiger—Health Services
Mia Hannon—College of Engineering and Engineering Technology
Doris Hooker—Presidents Office

15 Years
Linda Bauer—Mechanical Engineering
Teresa Caron—Health Services
Katherine Frank—Procurement Services
Christopher Gilbert—Transportation
Bobbie Heath—Lorado Taft
Martha Moore—Registration and Records
Transcripts
Curtis Moore—Masonry Shop

20 Years
Marionga Matarangas—Neptune Central Food (SN)

25 Years
Sheila Hooghkirk—Registration & Records
Sandra Petit—Center for Government Studies
Amy Polzin—Geology and Environmental Geosciences

November 2007

5 Years
Janet Danekas—Neptune Central Food (NHD)
Thomas Kapraun—V&PA External Programming
Patti Miller—NIU Outreach and Regional Development
Anne Quinlan—University Honors Program
Wendy Rodriguez—Housing and Dining (NE)
Glenzell Swanigan—Convocation Center
Dawn Wilkins—Customer Support Services
Deirdre Young—Registration and Records

15 Years
John Burke—Material Management
Joan Metzger—Regional History Center/University Archives

20 Years
Paul Allanson—University Libraries
Vivian Bandy—Accounting
William Burke—Neptune Central Food (NCD)
Pamela Hector—Procurement Services

25 Years
Susan Schroeder—Health Services

30 Years
Teresa Jacobsen—University Libraries
Sara Lamberty—College of Education

35 Years
Sara Clayton—International Programs

Committee Member Sought

At its December meeting, in an attempt to ensure the benefit will be availability in perpetuity, the Operating Staff Council voted to form an ad-hoc committee to study the feasibility and possible implementation of endowing the NIU Operating Staff Dependent Award. Any Operating Staff member who is interested in serving on this committee should contact Nancy Schuneman at 753-9546 or nschunem@niu.edu.