

**Operating Staff Council  
Regular July Meeting**

Hybrid Meeting: virtual on Teams and in-person in Altgeld 125

July 7, 2022, 9 a.m.

**Approved August 4, 2022**

- I. Call to Order – Holly Nicholson
  - a. 9:06AM
- II. Roll Call – Frances Mitchell/Zac Birch
  - a. Present: Nicholson, Mosher, Slagstad, Srygler, Rapp, Monteiro, Johnson, Meyer, Birch, Schlagel, Kozumplik, Ward, Doederlein, Pietrovich, Kreitzer, Richter, Kerschke
  - b. Not Present: Gutierrez-Vargas
  - c. Guests: John Hulseberg, Patricia Erickson, Raaif Majeed, Ishmael Montana, Lauren Teso-Warner, Dirk Happ, Brian Smith, Frances Mitchell
  - d. Introductions
  - e. Elected reps
    - i. Tracey Ward
    - ii. Angie Gutierrez-Vargas
    - iii. Cathy Doederlein
    - iv. Cindy Kozumplik
    - v. Mark Pietrowski
  - f. **Elected** Alternates
    - Jim Slagstad**
    - Sara Richter
    - Rob Kerschke
- III. Approval of Agenda
  - a. Kozumplik moves. Schalegel seconds.
  - b. Motion approved.
- IV. Approval of Minutes of June 2, 2022 OSC Meeting
  - a. Meyer moves. Kozumplik seconds.
  - b. Mosher was not listed as attended and the minutes have been edited to reflect this.
  - c. Motion approved.
- V. Treasurer's Report
  - a. See attached.
  - b. Slagstad moves. Ward seconds.
  - c. Motion approved.
- VI. Visiting Committees/Guests
  - a. Brian Smith, Director of Employee Assistance Program
    - i. Corn Classic—5K/10K
      1. Partnering with Athletics in a 10 week walk to run program.
      2. Free of charge.
      3. Wednesdays 5PM-5:30PM. Build up to running the 5K.
      4. Sign up by emailing [employeeassistance@niu.edu](mailto:employeeassistance@niu.edu).
      5. Help to create involvement and community with the Corn Classic and promote wellness among employees
      6. Is there a reduced fee for participating in this for the run? Looking into it
    - ii. Employee Assistance Program

1. Free, confidential service
  2. Works with employees for all types of counseling
  3. Also provides trainings to help improve employee experience
- b. Parking
- i. No one is here today, but the new license plate scanning system will be running later this month
  - ii. Rates will not be increasing this year
  - iii. Question: How does the scanning system work with respect to having multiple cars on campus at the same time?
  - iv. Send questions to Nicholson and Parking will be invited for August.
- VII. Public Comments
- a. n/a
- VIII. Announcements/Correspondence
- a. President's Report – Holly Nicholson
    - i. Nicholson will send a formal thank you note to the Board of Trustees for the one time payment on behalf of OSC
  - b. Council Spotlight – Angie Gutierrez-Vargas
  - c. Human Resource Services Update
- IX. Shared Governance Reports
- a. [Board of Trustees](#)
    - i. One time payout for all employees was announced and approved
    - ii. Incremental raises were approved
      1. Both represented and not represented staff received increases
  - b. [Supportive Professional Staff Council](#) (SPSC)
    - i. n/a
- X. Operating Staff Council Committee Reports
- a. Elections and Appointments Committee
    - i. Officer elections
      1. Treasurer—Srygler ran unopposed and won
      2. Secretary—Monteiro ran unopposed and won
      3. Parliamentarian—Kozumplik ran unopposed and won
      4. Vice President—two candidates
        - a. Doederlein
        - b. Mosher
        - c. Vice President is: Doederlein
    - ii. OSC Committees
      1. Please sign up for [committees](#)
      2. Each member and alternate should join at least one committee
      3. We accept CS employees on all committees
    - iii. University Committees
      1. Pat Erickson has a list of university-wide committees that need CS representatives
      2. OSC has the first chance to fill these, then to other CS employees
      3. We need to have reps for University Council. If you are interested, please contact Nicholson.
  - b. Legislative Committee
    - i. This committee meets to review the procedures and policies and constitution of OSC

- ii. Last year, this committee updated the bylaws and constitution
      - iii. They will review the policies and make recommendations
    - c. Public Relations/Activities Committee
      - i. This committee handles the newsletter and the Civil Service Celebration
      - ii. They oversee the Dependent Scholarship
      - iii. They oversee the Outstanding Service Award
    - d. Workplace Guidance Committee
      - i. This committee addresses workplace issues
      - ii. They also focus on increasing staff morale
      - iii. Last year, they held important conversations with HR and Bill Hodson about decrease of administrative professionals
      - iv. They want to continue to hold conversations with HR about the Remote Work Taskforce which has not made an official recommendation
      - v. Ombudsperson is typically a large part of this committee
      - vi. Staff professional development academy—Lauren Teso-Warner is a part of the pilot program; they want to use this to continue to promote staff development throughout the CS system
    - e. [Civil Service Emergency Fund](#)
      - i. This committee raises money for the CSEF, which provides grants to CS employees in need
      - ii. Coin drives can be useful to raise funds
      - iii. Looking for at least one more member
    - f. Council of Councils Ad Hoc Committee
      - i. The Council of Councils rotates around all the public universities in Illinois
      - ii. NIU is going to host and has tentative dates for October 2023
      - iii. Purpose of this meeting is to learn about what is going on in the state
      - iv. October 14, 2022 will be at NEIU
    - g. [Employee Advisory Committee](#) (EAC)
      - i. Each state university has one elected representative to talk about issues that CS employees are facing
      - ii. Next meetings: July 21 & 22
        - 1. Major agenda points for these meetings are:
          - a. Promotion process issues will be discussed
          - b. House Bill 1172—weaken the Civil Service employees across the state; still being discussed
- XI. Prior Business
  - a. Were we inviting Chris Gilbert to come speak?
    - i. We will have a discussion on Parking and Transportation
    - ii. Send questions to Nicholson by July 14
- XII. New Business
  - a. Can an employee who is transitioned back to SPS still serve on an OSC Committee?
    - i. Kozumplik will look into this
  - b. What is the current breakdown of Civil Service vs. SPS staff?
    - i. We will have to ask Lacey when she is here.
    - ii. Nicholson: according to an email listserv, SPS is about 420 and CS is over 1000

- c. New Member Orientation
      - i. Nicholson will set up a meeting for the new members to orient them to what OSC is, where it is in shared governance, and how it advocates
- XIII. Adjournment
  - a. Kozumplik moved. Meyer seconded. Motion approved.
  - b. Meeting concludes 10:25AM.