

**Operating Staff Council
Regular June Meeting**

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

June 2, 2022, 9:00 AM

Approved July 7, 2022

- I. Call to Order – Holly Nicholson
 - a. 9:00 AM
- II. Roll Call – Frances Mitchell/Zac Birch
 - a. Present: Kozumplik, Richter, Ward, Nicholson, Srygler (née Yates), Johnson, Rapp, Monteiro, Teso-Warner, Johnson, Meyer, Birch, Schlagel
 - b. Not Present: Gutierrez-Vargas, Slagstad
 - c. Guests: Beatrice Kooken, Caroline Kosmel, Cathy Doederlein, Chris Gilbert, Daksha Patel, Dirk Happ, Felicia Bohanon, Debbie Williams, John Hulseberg, Lauren Kurpius, Liz Guess, Lesslie Erickson, Mandy Kreitzer, Mark Pietrowski, Patricia Erickson, Pulchratia Lacey, Renata Catlett
- III. Approval of Agenda
 - a. Meyer moved to approve the agenda; Rapp seconded.
 - b. Motion passes.
- IV. Approval of Minutes of April 7, 2022 OSC Meeting
 - a. Ward moved to approve the minutes; Kozumplik seconded.
 - b. Motion passes.
- V. [Treasurer's Report](#)
 - a. Kozumplik moved to approve the Treasurer's Report, Ward seconded.
 - b. Motion passes.
- VI. Visiting Committees/Guests
 - a. Courtney Gallaher, Ph.D. – Campus Sustainability Coordinator
 - i. Hoping to grow sustainability efforts at NIU
 1. Seeing significant environmental crises
 2. Universities have a role to protect and be leaders in this area
 3. DEI work connects with sustainability
 4. More than 60% of students are thinking about sustainability when choosing a school
 - ii. On Campus this means
 1. Climate action planning,
 2. Sustainable building design
 3. Grounds
 4. Transportation
 5. Waste management and recycling
 6. Teaching, research, and outreach
 - iii. Greenhouse gas inventory for campus
 1. Used ICLEI's ClearPath to calculate emissions
 2. Majority come from energy and transportation (2019)
 3. Emissions went down between 2019 to 2020, but building and facilities did not change much
 - iv. Worldwide Teach in for Climate Justice occurred on campus (March 30-April 21, 2022)
 - v. NIU will sign an agreement with Climate Leadership Network
 1. Commitment to net-zero decarbonization date

2. Formal climate action plan
3. Regular greenhouse gas tracking
- vi. Sustainability Tracking, Assessment, and Rating System
 1. Self-reporting framework for colleges and universities to measure their sustainability performance
 2. Rates sustainability efforts on campus
 3. Earn credits through Academics, Campus and Public engagement, Campus Operations, Sustainability Planning and Coordination, DEI, and Innovation and Leadership
- vii. Sustainability Planning Taskforce
 1. Forming in August
 2. Create concrete goals to create a sustainable campus, including specific targets and goals
- viii. Meyer: If NIU is to be net-zero by X date, what is our current greenhouse gas PPM?
 1. Gallagher: NIU (2019) generated 123,000 metric tons for CO2. We can think about different ways to offset this (use of energy, different carbon credits). Ideally, we need to lower the carbon.
- ix. Hulseberg: How do we capture the true emissions of the vehicle? Steam plant?
 1. Gallagher: Need to help people understand not to idle. Steam plant will be looking to be more energy efficient.
 2. Srygler: City of DeKalb has an anti-idling policy.
 3. Gallagher: Formal plan has not been published. Citizen's Environmental Commission is working on it for the City of DeKalb.

VII. Public Comments

- a. N/A

VIII. Announcements/Correspondence

- a. President's Report –Nicholson
 - i. Advanced Degree Compensation policy
 1. Brought it to HR, the policy was discontinued due to the budget impasse
 2. Having trouble hiring without this policy in place
 3. Hodson has seen the proposal for a percentage of salary
 4. Hulseberg: Will it be retroactive or at a certain date?
 - a. Nicholson: Dream would have it be starting on a certain date, but not retro pay. Just beginning the conversations.
- b. Council Spotlight – Angie Gutierrez-Vargas
 - i. Moved to July
- c. Human Resource Services Update (Lacey)
 - i. Hired an HR representative for students and grads
 - ii. Struggling to fill vacancies in HR officers
 - iii. Continuing to post and considering other options, including partnering with the COB for recent grads and students
 - iv. Civil Service System Office Updates

1. moving to e-testing and credential assessments instead of tests; applicants won't have to come in; hoping to have this done by the end of the summer
2. Waiting on final audit report
- v. HR Liaison Pilot Program—training will be in Tuesday afternoons and hope to roll program out in July. Want to give departments more authority in PeopleAdmin to create hiring offers, hiring proposals, etc.
- vi. Srygler: Has HR identified the highest priority in hiring and thinking of additional strategies? Will the audit show this?
 1. Lacey: We process roles as they come in, so no area on which to focus. The audit will not showcase this information.
- vii. Ward: When you mention that e-testing and credentials assessment are coming, will this free up some of those employees to help with other HR tasks?
 1. Lacey: It will free the employees from scheduling. Employees in this area will complete more credential assessments instead of exams. Only have two people in testing right now.
- viii. Kooken: Doesn't NIU already do e-testing? What will happen to the tests?
 1. Lacey: NIU does not control the tests. There is a test for every classification in the Civil Service System. The tests are not going away—the format is changing.
 2. Kooken: How is the credentials test done electronically?
 3. Lacey: Applicants will submit their application. HR reviews. Testing office scores based on CSS guidance.
 4. Kooken: Is one aspect that people are not passing the tests?
 5. Lacey: We do not have a problem with people passing the tests. We share our statistics for passing.

IX. Shared Governance Reports

- a. [Board of Trustees](#)
 - i. UAC meeting coming up
 - ii. There was not a ton of new information covered
 - iii. Struggles were shared about not approving hiring in transportation. Used the time to express frustrations with outsourcing and outsourcing transportation.
- b. [Supportive Professional Staff Council \(SPSC\)](#)
 - i. Finished elections and are awaiting results
 - ii. Departments are now responsible for scheduling their own coach bus needs. Transportation no longer does this.
 - iii. Srygler: Have we asked Chris Gilbert about this?
 1. Monterio: Chris Gilbert is here.
 2. Gilbert: One of the issues that Felicia brought up was an isolated incident. Once we outsource, we lose a lot of control. When we had people leave, we didn't have drivers—when we had the ability to fill positions, but because of how we navigate HR, we had several people turned down because their DOT physical were not on file. Then we couldn't get drivers. Then administration would not allow us to hire drivers. John Heckmann told a group that the busses were going away at an unknown date. The last driver left.

As of today, we have no drivers in Transportation. We are investigating selling the vehicles. We are out of the transportation for bussing.

3. Kooken: What busses are being impacted?
 4. Gilbert: Clear differentiation between Huskie Line and Transportation busses. The busses in our area are class trips, admission events, music groups, athletics travel, etc.
 5. Johnson: How much more will it cost to shuttle people to the airport?
 6. Gilbert: We had provided great rates, but administration would not allow to raise rates. We were \$500, should have been \$600ish. Now outsourced companies are \$800-\$1200
 7. Schlager: How are athletic teams getting around?
 8. Gilbert: Athletics is putting together an RFP. I have been left out of the conversations. Have been working with Fall Teams to get things on the books, but there is a shortage of busses and drivers. There are some dates that are tight in the Fall.
 9. Kooken: Doesn't athletics have all the money?
 10. Nicholson: I don't believe that is so. We will invite Gilbert back next month.
- X. Operating Staff Council Committee Reports – please volunteer and spread out the work
- a. Elections and Appointments Committee
 - i. Nominate 2022-23 officers
 1. Parliamentarian
 - a. Kozumplik
 2. Treasurer
 - a. Srygler
 - b. Johnson
 3. Recording Secretary
 - a. Monteiro
 - b. Birch
 4. Vice President
 - a. Mosher
 - b. Doederlein
 - c. Monteiro
 - d. Teso-Warner
 - e. Ward
 - b. Legislative Committee – no report
 - c. Public Relations/Activities Committee
 - i. Newsletter and new ideas were discussed
 - d. Workplace Guidance Committee – no report
 - e. [Employee Advisory Committee](#) (EAC) – no report
 - f. [Civil Service Emergency Fund](#)
 - i. Did not meet
 - g. Council of Councils Ad Hoc Committee
 - i. Wanted to purchase promotional items, but because they would have to be in hand by June 30, we will request these in the fiscal year

- ii. Looking at a few different locations as we wait for the dates of Homecoming 2023
- iii. Waiting to decide a theme for 2023

- XI. Prior Business
 - a. N/A
- XII. New Business
 - a. [Operating Staff Personnel Advisor \(OSPA\) annual report](#)
 - i. Meyer: do you take notes of everything (texts, emails, calls) daily?
 - ii. Hulseberg: I do it quarterly
 - iii. Srygler: No internal referrals from the interim ombudsperson. Do we have an update?
 - iv. Hulseberg: No update.
 - v. Srygler: the loss of employees is a call for concern. What is being done?
 - vi. Hulseberg: I agree. It goes to Nicholson
 - vii. Nicholson: I can send it to administration.
 - viii. Srygler: Please send it to the ombudsperson, Hodson, President Freeman.
 - b. Search Committee
 - i. Nicholson: CFO search will be starting up soon.
 - ii. Hulseberg: Ombudsperson should be announced soon
 - iii. Nicholson: Student Affairs VP will be Clint-Michael Reneau.
 - c. Ward: Why is there an increase in parking tags? Some staff are feeling punished for coming to work because of the price of gas and the increasing cost of parking on campus.
 - i. Nicholson: I will investigate this. Prices do rise over time. There are some people who work on campus a few times, but still must pay for the full amount of parking. Not personal.
 - ii. Hulseberg: Is that something that Meyer and 1890 are negotiating?
 - iii. Meyer: Yes, we are talking about it, and it is all in process. Some unions are negotiating not to have to pay for parking.
 - iv. Hulseberg: We should invite Parking to talk about this.
 - v. Srygler: They are getting away from printing of physical items. It will be all tied to license plates. Additionally, there are less lots available to save money on salt and maintenance.
 - vi. Ward: As things are getting more tense with less staffing, things are simmering.
 - d. Nicholson: Creative sources will be outsourcing to various places. There have been mixed results with RR Donnelly with other printing. We need to have 5-10 business days lead time. Please keep this in mind and speak up when this is occurring.
- XIII. Adjournment
 - a. Srygler moved to adjourn; Ward seconded.
 - b. Motion passes. Meeting ends at 10:34 AM.