

**Minutes
Operating Staff Council**

November 6, 2022

Hybrid Format (Altgeld Hall 125/Teams) – 9:00 A.M.

Approved December 1, 2022

Present: Zac Birch, Cathy Doederlein, Angelica Gutierrez-Vargas, Natasha Johnson, Cindy Kozumplik, Rob Kerschke, Mandy Kreitzer, Rave Meier, Frances Mitchell (Administrative Aide), Jay Monteiro, Kathy Mosher, Holly Nicholson, Mark Pietrowski, David Rapp, Sara Richter, Mary Schlagel, Kevin Shirley, Jim Slagstad, Linda Srygler, Tracy Ward

Guests: Felicia Bohanon, Renata Catlett, Sandra Cox, Chris Doe, Lesslie Erickson, Patricia Erickson, John Hulseberg, Wes Jones, Jory Keller, Caroline Kosmel, Lauren Kurpius, Pulchratia Lacey, David Mannia, Tiffany Morris, Miriah Ranken, Clint-Michael Reneau, Karen Smith

Absent: none

I. Call to Order

President Nicholson called the regular meeting of the OSC to order at 9:00 a.m.

II. Roll Call

Attendance was recorded by Monteiro online and in person.

III. Approval of Agenda

Kozumplik made a motion to accept the agenda. The motion was seconded by Slagstad and passed by vote.

IV. Approval of Minutes

Rapp moved to accept the October 6, 2022. The motion was seconded by Meyer with corrections and passed by vote.

V. Treasurer's Report

Yates reported.

OSC Beginning balance – \$9,462.54

No expenditures

Endowed Scholarship balance – \$2,352.00 available for FY2023

Civil Service Emergency Fund ending balance – \$1,290.55

Ward moved to accept the Treasurer's Report. The motion was seconded by Kozumplik and passed by vote.

VI. Visiting Committees/Guests – Clint-Michael Reneau, Ph.D.

- A. Reneau's philosophy of leadership is a culture of care model for our students – no matter how the world polarizes you from others, everyone is seeking validation.
- B. People the world over have three things in common
 - a. Do you see me?
 - b. Do you hear me?
 - c. Does what I say matter?
- C. If you can set ego aside, you can get to those three questions.
- D. You are responsible for the energy you bring to a space.
- E. You cannot lead a group of people you don't love – students have to know we love them.
- F. It is not about your job title. The most important work you will ever do in your life daily is "you."
- G. Principal of forward motion – how do we gain momentum on that which we cannot control. Make progress with the next best step.
- H. Highlights of Student Affairs.
 - a. Housing is at full capacity.
 - b. Students are attending many events, and more are attending than expected. They are hungry for events because of COVID.
 - c. Center for Student Assistance has had over 700 cases referred to them.
 - d. 152 new students have gone through the Greek life process.
 - e. Huskie Food Pantry is seeing 150 students per week.
 - f. Looking into packaging leftover food from catered events.
 - g. Monteiro mentioned that lack of staffing in the Disability Resource Center was brought to the October council meeting and wondered the status. Reneau said there was a transition plan in place and the positions have been posted. A program review is also being performed.

VII. Public Comment – none

VIII. Announcements/Correspondence

- A. Council Spotlight – Linda Srygler spotlighted David Rapp. He had rescued baby geese via ladder when there was no wildlife biologist available. Rapp cares about staff, volunteers in the community, belongs to the American Legion. Rapp is always willing to help everybody in biology, pleasant and enjoys helping people.

- B. Human Resource Services Update – Pulchratia Lacey Reported.
 - a. HR is trying to refill positions.
 - b. Cathy Doederlein started her HR position on November 1st.
 - c. There is a task force reviewing the GA and student employment hiring process.
 - d. As of October 1st, Lacey is now the designated employee representative to the State University Civil Service System replacing Greg Brady.
 - e. Rapp inquired if more Physical Plant/trades type employees will be hired as work orders are months behind. Lacey had not heard of any hires. Lacey suggested contacting John Heckman.

IX. Shared Governance Reports

- A. Board of Trustees – no report
- B. Supportive Professional Staff Council (SPSC) – Felicia Bohanon reported
 - a. The Advocacy Committee is looking at survey results from last year and comparing them to the previous survey.
 - b. The Marketing and Communications Committee is looking at changes in SPS numbers over the last three years.
- C. Faculty Senate – Nicholson reported.

Someone suggested that reports be more engaging. Nicholson talked to them about the impacts of position vacancies, especially administrative professionals.
- D. University Council – Nicholson reported
 - a. President Freeman thanked everyone who shares in service in shared governance, and volunteers.
 - b. Provost Ingram has resigned effective the end of the end of the academic year followed with a year of professional development and then returning to faculty. A transition plan will be announced later.
 - c. University Benefits Committee presented on their work.
 - d. A presentation on sustainability was given.
 - e. Jerry Blazey updated on construction and hiring for NICCS (National Initiative for Cybersecurity Careers and Studies).
 - f. Courtney Gallagher spoke about sustainability reporting. There needs to be a climate action plan by fall of 2023.
 - g. Nicholson talked to them about the impacts of staff shortages and asked for documentation of challenges.
 - h. George Middlemist was announced as the new CFO.
- E. Student Government Association (SGA) – No report.

X. Operating Staff Council Committee Reports

- A. Elections and Appointments – Doederlein reported

- a. Jim Slagstad was elected the new Vice President replacing Doederlein who moved to SPS
 - b. Tiffany Morris volunteered to serve on the Student Conduct Board.
 - c. Bridget Davis and Catina Caldwell-Mead, and Miriah Ranken will be the three OSC representatives to the Non-Union Faculty and Staff Grievance Panel.
- B. Legislative Committee – no report
- C. Public Relations/Activities – Gutierrez-Vargas reported
- a. Karen Smith was elected chair.
 - b. Gutierrez-Vargas will take notes and Monteiro or Gutierrez-Vargas will report at OSC meetings.
 - c. Committee members will be Smith, Monteiro, Kershke, Gutierrez-Vargas, Meyer, Ward, and Johnson.
 - d. Everyone on the PR Committee will be members of the Endowed Dependent Scholarship Committee.
 - e. Discussion of a question labeled as optional is affecting the grading rubric if not answered. The Scholarship Office will be contacted for advice.
 - f. The newsletter was discussed.
- D. Workplace Guidance – Srygler reported
- a. Brian Smith in Employee Assistance Program is looking for training topics.
 - b. Srygler spoke with Dan Pedersen and Chris McCord regarding the brainstorming Workplace Guidance has been doing regarding a sliding scale fee for employees to use NIU childcare. They said they would take the ideas to the Benefits Committee.
- E. Civil Service Emergency Fund – Srygler reported
- a. There is \$1,290.00 to be given out.
 - b. \$2,150 has been distributed in varying amounts.
 - c. We are distributing \$100.00 to \$250.00.
 - d. Looking at ways to identifying housing on campus for homeless employees.
 - e. Looking at ways to help for parking permit costs. Maybe creating something like the sick bank, but for parking permits.
- C. Council of Councils Ad Hoc Committee –
- a. Gutierrez-Vargas summarized some of the highpoints of the 2022 Council of Councils.
 - b. Kozumplik talked about possible topics for the 2023 CC
 - i. Student retention.
 - ii. Staff retention.
 - iii. What makes you stay at your university.

- iv. Legislative updates
- v. Gutierrez-Vargas has looked at some music options
- vi. Swag.

D. Employee Advisory Committee (EAC) – Hulseberg reported.

- a. There were discussions of how campuses are transitioning from actual tests to credential assessments.
- b. Some campuses are moving away from open continuous testing or are going to quarterly open testing because of credential assessments. NIU is not doing this.
- c. SURS is rolling out a revamp of the entire system, i.e., a new online retirement estimator.
- d. SUAA talked about HB 1172 which would have gutted the civil service system.

XI. Prior Business – none

XII. New Business

- A. Holiday party – Tuesday, December 6th from 4:30 to 6:00 PM. Kozumplik asked for food suggestions. Meyer made a motion to spend up to \$300 on the gathering. The motion was seconded by Kozumplik and passed by vote. Alcohol and bowling will be on your own. This will just be for OSC members.

XIII. Adjournment

Kozumplik moved to adjourn the meeting. The motion was seconded by Birch and passed by unanimous vote. The meeting adjourned at 11:00 A.M.

Respectfully submitted,
Jay Monteiro, Secretary
Operating Staff Council