

**Minutes**  
**Operating Staff Council**

September 1, 2022

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

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

**Guests:** Catina Caldwell-Mead, Sandra Cox, Patricia Erickson, Patrick Gerhardt, John Hulseberg, Jory Keller, Caroline Kosmel, Ismael Montana, Tiffany Morris,

**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 Mitchell in person.

**III. Approval of Agenda**

Doederlein made a motion to accept the agenda. The motion was seconded by Johnson and passed by vote.

**IV. Approval of July 7, 2022, Minutes**

Kozumplik moved to accept the August 4, 2022 minutes as amended. 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 – \$76.87 remaining available for FY2023

Civil Service Emergency Fund beginning balance – \$2,638.80

Civil Service Emergency Fund ending balance – \$2,138.80 after expenses and grant payment.

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

**VI. Visiting Committees/Guests – none**

**VII. Public Comment – none**

**VIII. Announcements/Correspondence**

- A. Cindy Kozumplik – HR is starting to offer office training again.
- B. Holly Nicholson – Molly Holmes has shared that NIU has received a five star rating with Campus Pride and has been named the best of the best for LGBTQ+ inclusion.
- C. Council Spotlight – Cathy Doederlein spotlighted Jim Slagstad for his involvement at NIU for the short time he has been at NIU. With another shout out to him and the Campus and Residential Dining team for their involvement in having satellite areas to have student employees fill out their I-9s.
- D. Human Resource Services Update – Pulchratia Lacey
  - a. HRS is trying to fill our vacancies.
  - b. There was a huge hiring influx this past month.

**IX. Shared Governance Reports**

- A. Board of Trustees – Ismael Montana
  - a. The three sub-committees of the BoT met on 8/18
  - b. Faculty and tenure promotion recommendations for 2022-23 were discussed.
  - c. 22 Faculty emeritus positions were approved.
  - d. A number of reports as well as capital projects were discussed.
- B. Supportive Professional Staff Council (SPSC) – no report
- C. Faculty Senate – Ismael Montana reported.  
Their first meeting as on 8/31. Much time was spent on standing committee roles. Holly Nicholson was thanked for her cyber bullying and harassment presentation.
- D. University Council – no report
- E. Student Government Association (SGA) – no report

**X. Operating Staff Council Committee Reports**

- A. Elections and Appointments – Doederlein reported
  - a. Doederlein asked for OSC members to take the Qualtrics survey regarding committee interest.

- b. Monteiro, Nicholson, Pietrowski, and Srygler were nominated for OSC open seats on University Council. Johnson made a motion to accept the nominees. The motion was seconded by Srygler and passed by vote.
- c. A Qualtrics survey will be sent out to OSC members to obtain a fifth non-OSC member University Council.

B. Legislative Committee – Holly Nicholson reported.

There was a second reading of a bylaw change that would make chairs of a committee have to be operating staff, but the chairs could invite non-operating staff or other campus partners to join a committee. Johnson made a motion to accept the bylaw change. The motion was seconded by Birch and passed by vote.

A. Public Relations/Activities – Monteiro reported

Monteiro requested articles for the newsletter. The committee is still looking for members and has not met yet this year. Nicholson talked about the Civil Service Celebration. Nicholson suggested something be done in January or February.

B. Workplace Guidance – Srygler reported.

Committee did not meet.

C. Civil Service Emergency Fund – Srygler reported

- a. There are several civil service employees who are homeless. We have had several applications for help. We verify they are civil service; the employee fills out a W-9 (as the monies are taxable) and then the request is sent to the Foundation for a check request.
- b. We had 17 applications (15 were eligible). There was one \$500 emergency request. The rest of the available funds will be divided amongst the other 14 leaving a \$250 balance.
- c. The Foundation asks for a two week notice for check requests.
- d. The committee is going to investigate what NIU can offer for housing the homeless employees.

D. Council of Councils Ad Hoc Committee – no report

Tabled until November.

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

Information will be coming out regarding the virtual Council of Councils meeting on October 14<sup>th</sup>.

**XI. Prior Business – none**

## **XII. New Business**

- A. There was discussion about the 10-day counts.
- B. Ward talked about concern of Monkey Pox and Physical Plant people entering areas and what quarantining means for them. Schlagel dispelled concerns by explaining it is a slow/long contact virus. It is not an airborne virus; it requires heavy contact to be transmitted. Be especially cautious of touching the blisters.
- C. Srygler talked about studying campus wastewater for viruses. Nicholson talked about the new wastewater dashboard that will be coming out soon.
- D. Pietrowski talked about the change to the advising system that is coming to NIU. Freshman will report to the Academic Advising Center first rather than department advising centers.
- E. Meyer pointed out that the staff fellowship position will be open again for next year and has been advertised by the President's Office.
- F. Meyer brought attention to the council that the Disability Resource Center is needing help as they are advising 300 to 500 students per counselor. There are more and more students asking for accommodations. This is a federal issue if students are not receiving the help they need. General Counsel has been notified.

## **XIII. Adjournment**

Birch moved to adjourn the meeting. The motion was seconded by Johnson and passed by unanimous vote. The meeting adjourned at 10:36 A.M.

Respectfully submitted,  
Jay Monteiro, Secretary  
Operating Staff Council