

Operating Staff Council
Minutes December Meeting
December 7, 2023
In Person AL 203; Teams
Approved January 4, 2024

Present: Nicole Adams, Zac Birch, Angie Gutierrez-Vargas, Sam Hawkins, Natasha Johnson, Rob Kerschke, Cindy Kozumplik, Mandy Kreitzer, Rave Meyer, Frances Mitchell (Administrative Aide), Jay Monteiro, Tiffany Morris, Kathy Mosher, Tawanda Paul, Mark Pietrowski, David Rapp, Sara Richter, Cindy Robinson, Mary Schlagel, Jim Slagstad, Tracey Ward.

Guests: Diane Alberts, Renatta Catlett, Chris Doe, Catherine Doederlein, Lesslie Erickson, Chris Gilbert, Becca Husar, Caroline Kosmel, Pulchratia Lacey, Holly Nicholson, Lisa Pitney, Miriah Ranken

I. Call to Order

President Johnson called the regular December meeting to order at 9:01 a.m.

II. Roll Call

Secretary Nicole Adams called the roll and confirmed a quorum.

III. Approval of Agenda

Representative Rapp moved to accept the agenda, seconded by Representative Kreitzer, no discussion, all in favor, none opposed, no abstentions. Agenda approved.

IV. Approval of Minutes

Representative Cindy Kozumplik moved to accept the November 2nd minutes, seconded by Representative Tiffany Morris, no discussion, all in favor, none opposed, no abstentions, November Minutes approved.

V. Treasurer's Report

Treasurer Mosher reporting: Operating Account: \$11,949.52

Dependent Scholarship Fund: \$45.23 awaiting obligated scholarships for AY24

Civil Service Emergency Fund: \$692.67

Representative Slagstad moved to accept the Treasurer's Report, seconded by

Representative Kozumplik, no discussion, all in favor, none opposed, no abstentions. Treasurer's Report approved.

VI. Visiting Committees/Guests: None

VII. Public Comment: None

VIII. Announcements/Correspondence:

- a. **President's Report:** President Johnson announced the *January meeting* will be *online only*. (No one will be present in AL 203.) No questions, concerns or

comments were expressed.

Johnson asked, when will scholarship nominations open?

Representative Gutierrez-Vargas responded, November 15-January 31, 2024

b. Human Resource Services Update:

Catherine Doederlein, Director, Employee Experience, shared that we now have expanded awards: Board of Trustees, Presidential, Staff Awards, and a few others such as our Rising Husky and some awards within the Presidential awards that celebrate different ways in which folks impact our campus. Details on the nomination process will be coming out in the beginning of the new year.

Doederlein also shared the imminent announcement of two positions reporting to her to advance pro-active engagement with employees. She urged employees to look at the position descriptions and consider applying.

Miriah Ranken reminded everyone of the Giving Tree and encouraged everyone to participate in helping their fellow employees in need. There are 30 tags currently remaining.

IX. Shared Governance Reports:

a. Board of Trustees: Currently meeting.

b. Faculty Senate: Representative Tiffany Morris reported talking about the QR codes that are coming and the work that we are doing to get more funds and resources for our emergency fund. Additionally, Tiffany shared our desire to expand access to the Husky Food Pantry/Closet to faculty and staff. Tiffany also urged members to volunteer at the food pantry. President Johnson added that she has sent out a schedule to the five people on University Council for meeting coverage that is also applicable to Faculty Senate representatives.

University Council: Representative Morris reporting: The Council let everyone know that the work UC is doing is the work of all of us at NIU. Everyone was urged to use inclusive language to avoid pinpointing or pressuring our students.

c. SPS Council: No report.

X. Operating Staff Council Committee Reports:

a. Elections & Appointments: No report.

b. Legislative Committee: No report.

c. Public Relations/Activities Committee: Representative Sam Hawkins reporting the committee discussed teaming up with the Civil Service Emergency Fund and ways to get the word out—advertising, digital or physical signage. The committee also discussed ideas for the next newsletter and various things to include.

d. Workplace Guidance Committee: Representative Jim Slagstad reporting. Representative Mosher took her concerns about new traffic flow as a result of closing Normal Road. It was reported she did an incredibly good job representing her concerns. Workflow policies and pay adjustments for earning a degree, are currently on hold because HR will be releasing campus wide important information about all aspects of work and compensation but no details to share. John Acardo asked for patience until that report comes out because it will incorporate the two issues our committee inquired about. Later during the meeting, Pulchratia Lacey

commented on a couple of things: (1) John [Acardo] is working with HR leadership developing a compensation philosophy/strategy that will guide how NIU handles compensation going forward and then we will start putting into play policies and procedures before anything is implemented. (2) HR is going to be posting a couple of positions called HR Partners and they will be reporting to Catherine Doederlein.

- e. **Civil Service Emergency Fund:** Representative Mandy Kreitzer reporting. In addition to working with the PR committee, we were asked to look into meeting with the Husky Closet people. We have contacted the Closet and the Food Pantry and the Husky Closet are both open at the same time, which is yet to be determined for strictly Staff access.
- f. **Council of Councils Ad Hoc Committee:** Representative Kozumplik reported nothing to update. The committee is finalizing the last two payments to be made. We can now close this committee.
- g. **Employee Advisory Committee (EAC):** Chris Doe, Administration & Finance, is the new EAC representative, effective January 1, 2024. Congratulations Chris!
- h. **Civil Service Celebration:** Representative Kozumplik reporting. The Administration asked us to put out a survey to find out if the campus community would like something different, or what is liked about it, plus the possibility of combining it with SPS for 2024. We received 235 responses within 6 hours. If you have not completed the survey it is open until January 12.

XI. Prior Business: None.

XII. New Business: None.

XIII. Adjournment: President Johnson called for a motion to adjourn, Representative Tiffany Morris so moved, seconded by Representative Kozumplik, all in favor, the meeting was adjourned at 10:02 a.m.

Respectfully submitted,
Frances Mitchell, Acting Secretary
Operating Staff Council