

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

January 5, 2023

Hybrid Format (Altgeld Hall 225/Teams) – 9:00 A.M.

**Approved February 2, 2023**

**Present:** Zac Birch, Cathy Doederlein, Natasha Johnson, Cindy Kozumplik, Rob Kerschke, Mandy Kreitzer, Rave Meyer, Jay Monteiro, Kathy Mosher, Holly Nicholson, Mark Pietrowski, Sara Richter, Mary Schlagel, Jim Slagstad, Linda Srygler, Tracy Ward

**Guests:** Catina Caldwell-Mead, Renata Catlett, Chris Doe, Cathy Doederlein, Lesslie Erickson, Patricia Erickson, Chris Gilbert, Wes Jones, Jory Keller, Caroline Kosmel, Tiffany Morris, Jessica Van Etten

**Absent:** Angelica Gutierrez-Vargas, Frances Mitchell (Administrative Aide), David Rapp, Kevin Shirley,

**I. Call to Order**

President Nicholson called the regular meeting of the OSC to order at 9:00 AM

**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 Schlagel and passed by vote.

**IV. Approval of Minutes**

Kreitzer made a motion to accept the December 1, 2022, minutes. The motion was seconded by Birch and passed by vote.

**V. Treasurer's Report**

Yates reported.

- a. OSC Beginning balance – \$9,262.54
- b. \$200 for the holiday gathering was a non-allowable expense because there were no outside guests attending. The amount did not come out of the OSC budget as listed in the report. It was covered by a 41 account from the President's Office instead. 14 people attended the event. Thank you to

Kozumplik, Slagstad, and John Boswell (HSC) for their help in planning the event.

- c. Endowed Scholarship balance – \$2,352.00 available for FY2023
- d. Civil Service Emergency Fund ending balance – \$947.67. Two \$250.00 grants were hand delivered on December 21<sup>st</sup>. Nicholson thanked the Foundation and Accounts Payable for turning the grants out in two days.

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

## **VI. Visiting Committees/Guests – None**

## **VII. Public Comment – None**

## **VIII. Announcements/Correspondence**

- A. President’s Report – Nicholson wished everyone Happy New Year and hoped everyone had a peaceful and restful break.
- B. Council Spotlight – Ward will present next month.
- C. Human Resource Services Update – Doederlein reported for Lacey – Reminder that the new staff awards are available for nominations. Deadline for nominations is February 6<sup>th</sup>.

## **IX. Shared Governance Reports**

- A. Board of Trustees – No report
- B. Supportive Professional Staff Council (SPSC) – No report
- C. Faculty Senate – No report
- D. University Council – No report
- E. Student Government Association (SGA) – No report.

## **X. Operating Staff Council Committee Reports**

- A. Elections and Appointments – Slagstad reported
  - a. The committee will meet in January to go over the flow chart timeline for this year’s election.
  - b. Slagstad requested that committee chairs email him with their name and the name of their recording secretaries.
- B. Legislative Committee – No report
- C. Public Relations/Activities – Meyer reported
  - a. The committee discussed the newsletter and options for new ideas for the newsletter. Confessions of a Rookie is going to be expanded to confessions of a Huskie. Rookies are for people with less than five

years of service; Huskies will be for employees with more than five years of service. Each category will have separate questions.

- b. Looking for people interested in joining the bowling league at the Homes Student Center. Please contact, Meyer, Johnson, or Monteiro if interested.
- D. Workplace Guidance – No report. Srygler invited people to join the committee.
- E. Civil Service Emergency Fund – Srygler reported
  - a. If you know of anyone is struggling, please urge them to apply. That can be done on the OSC website.
  - b. There is \$947.00 yet to be distributed.
  - c. Two employees were awarded \$250 each just before the holiday break.
- F. Council of Councils Ad Hoc Committee – Kozumplik
  - a. Next meeting will be January 10<sup>th</sup>.
  - b. We are still waiting to confirm the date (based on homecoming 2023).
- G. Employee Advisory Committee (EAC) – No report

**XI. Prior Business** – Monteiro mentioned that there are many open positions now listed on the Human Resource Services website for the trades area. Ward added that the foreman positions the deadline had passed, but the rest would be out there until January 20<sup>th</sup>.

## **XII. New Business**

- A. John Heckman will attend the March OSC meeting
- B. George Middlemist, new NIU Chief Financial Officer will attend later in the year.
- C. Nicholson asked to add the Civil Service Celebration Committee be added back into the agenda for February.

## **XIII. Adjournment**

Mosher moved to adjourn the meeting. The motion was seconded by Birch and passed by unanimous vote. The meeting adjourned at 9:25 A.M.

Respectfully submitted,  
Jay Monteiro, Secretary  
Operating Staff Council

