

**Minutes**  
**Operating Staff Council**  
March 7, 2024  
Virtual Meeting Only (Teams) – 9:00 A.M.  
**Approved April 4, 2024**

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

**Guests:** President Freeman, Matt Streb, John Acardo, Pulchratia Lacey, Cathy Doederlein

**Absent:** Chris Doe

**I. Call to Order**

President Johnson called the regular meeting of the OSC to order at 9:03 AM

**II. Roll Call**

Attendance was recorded by Mandy Kreitzer online.

**III. Approval of Agenda**

Myer made a motion to accept the agenda. The motion was seconded by Richter and passed by vote.

**IV. Approval of Minutes**

Kozumplik made a motion to accept the February 1, 2024, minutes. The motion was seconded by Meyer and passed by vote.

**V. Treasurer's Report**

Mosher reported.

- a. OSC balance – \$11,178.14 with nothing outstanding.
- b. Mosher reported that everything that was duplicated was removed for the duplicate billing for Council of Councils removed.
- c. Endowed Scholarship balance – After all of the funds have been sent out for Spring there \$52.83 available for FY2024
- d. Civil Service Emergency Fund ending balance – \$1,053.91.
- e. Schlaegel moved to accept the Treasurer's Report. The motion was seconded by Kozumplik and passed by vote.

**A. VI. Visiting Committees/Guests – President Freeman , John Acardo, Matt Streb**

- a. Work from home and concerns for a push to call back to campus. There is no plan to call everybody back to campus. The remote work policy is still accurate and current.
- b. The second question was about the sense on campus that we are hiring at administrative levels and not at lower levels. John prepared a data set to share and speak to that.
- c. Matt Streb answered questions regarding Normal Road and addressing what has been learned since it closed and the opportunity for a more walkable campus. It was noted

that safety and accessibility concerns are being addressed with continued discussion with the city.

- d. Employee morale was discussed.

## **VII. Public Comment – None**

## **VIII. Announcements/Correspondence**

### **A. Human Resource Services Update**

- a. John Acardo reported that the comment period is open on the paid leave for all workers act did go out. This introduced leave to groups that previously did not have it before. We are looking at UKG for timekeeping to align goals with administrative efficiency regarding timesheet and benefit reporting.
  - i. UKG can record time on your phone. The goal is to enhance and automate timekeeping.
  - ii. Proposed FLSA overtime rule – exempt or nonexempt overtime. The proposed rule is approximately \$60,000 and those below that make would be nonexempt and subject to overtime, meaning they would transition to an hourly role and then be eligible for that overtime. After the comment period has concluded which was last month, we anticipate we will get final rules at the earliest at the end of March, at the latest, early to mid-April.
- b. Pulchratia Lacey reported that interviews have been conducted with HR partners and announcements should be out soon. There are a couple of vacancies including in the civil service testing office. Pulchratia announced her retirement June 1<sup>st</sup> to the group. HRS is looking to fill the position internally and will be looking to have the person working with Pulchratia before she leaves. Thank yous and congratulations were shared to Pulchratia for all she has done for the university.

## **IX. Shared Governance Reports**

### **A. University Council – Ben Creed reported.**

- a. First we got a presentation from President Freeman and Simone Weffer related to the state budget situation and the Governors draft budget, his budget presentation and talking about what that means for NIU.
- b. A conversation was had where George Middlemist and where Elish-Piper shared updates on the budget, on progress towards reduction of expenditures, investments and growing umm in growing revenues and kind of gave a high level overview of where of what the different divisions are doing across campus to kind of demonstrate that everybody is working on this.

### **B. Board of Trustees – Ben Creed reported.**

- a. Met February 15th and their committees I the first Mutant subcommittee of the day or Committee of the day, was focused or heard reports on sabbaticals, the approval of sabbaticals for 2024-25, and received information about the value of sabbaticals on productivity and on research and artistry.
- b. They also heard a presentation from VPP, Sumner and BP, Renault about HSI, and what does it mean being in HSI emerging institution
- c. The second subcommittee Rilla Folk heard of a editorialized on this, but a great presentation about edible campus from chef Brian Flowers and just what it is, how to like what all the active going on the ramp up the partnerships they're involved and just

escape the scope and scale of work and the potential for impact, not just for NIU, but for the broader DeKalb and statewide contexts.

- d. FACFO heard and approved recommendations for increases in room and board tuition and fee increases.
- C. Supportive Professional Staff Council (SPSC) – Felicia Bohanan - No report. A link was shared for one of their SPS events for April 3<sup>rd</sup> at noon.
- D. Faculty Senate –Ben Creed reported.
  - a. We heard updates on the Higher Learning Commission report from Amy Burrow and about the campus visit
  - b. Received a large amendment and updates which it was intended to be more inclusive of all the types of work faculty do, and the hope for that is that it elevates all of campus activities and helps see not just faculty supported but our students supported and the work of some of our staff that is directly related to our engaged the engagement in the office of OERD office game and redevelopment work that is supporting transdisciplinary Senator that's moving the transitional work forward. All of that will be elevated by changing the incentive structure at the heart of faculties. There was discussion and formal approval of that.
  - c. There is effort out of in collaboration from faculty Senate and Executive Vice President, Provost Office to coordinate and make sure all the efforts on campus are holding together around AI.

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

- A. Elections and Appointments –Jay reported.
  - a. Given Zach Birch's departure that means we have a vacancy on the University Benefits Committee. Jim Slagstad and Cindy Kozkumplik expressed interest. Voted to approve Cindy Kozkumplik as our representative.
  - b. The election committee did not meet this month but will be meeting soon and will be getting started on terms that are up.
  - c. Holly will be the personnel advisor and will have that seat on the University Council.
- B. Legislative Committee – No report.
- C. Public Relations/Activities – Sam Hawkins reported.
  - a. Discussed ideas for a new lunch and learn style program.
  - b. Discussed an OSC outing e.g. bowling.
- D. Workplace Guidance –Jim Slagstad reported.
  - a. Announcement for the "who to call list" came out and Cathy Doederlein on joining us on those.
- E. Civil Service Emergency Fund – Mandy Kreitzer reported.
  - a. Application link is reactivated.
  - b. Payroll deduction available.
- F. Scholarship update – Jay Monteiro reported that the winners have been selected but not notified yet.
- G. Civil Service Celebration Responses – Cindy Kozumplik
  - a. About 20% of employees responded and of those about 7% attended the meeting.
  - b. Of those that took the response, 13.8% of in favor of combining of the two of the 2,000 people, all those that took the survey, it's a 69% in favor of combining the celebration with SPS.
  - c. Discussion took place around when the celebration would take place or frequency.

- H. President's Report – No report
- I. Council of Councils Ad Hoc Committee – No report
- J. Employee Advisory Committee (EAC) – No report.

**XI. Prior Business - None**

**XII. New Business**

- A. Office supplies – Kozumplik presented the idea of having a centralized location for office supplies for other employees or students. More follow up with surplus and others on campus will be coordinated and move to prior business for next month.

**XIII. Adjournment**

Kozumplik moved to adjourn the meeting. The motion was seconded by Mosher and passed by unanimous vote. The meeting was adjourned at 10:54 A.M.

Respectfully submitted,  
Mandy Kreitzer, Secretary  
Operating Staff Council