Minutes
Operating Staff Council
July 10, 2018 (Approved 8/2/2018)
Sky Room – 9:00 a.m.


Absent: Dave Berg, Renee Kerwin, Rave Meyer

Guests: Therese Arado, Cody Carter, Sarah Klaper, Frances Mitchell, Pulchratia Smith

I. Call to Order
Vice-president Nicholson called the regular meeting of the OSC to order at 9:05 a.m.

II. Roll Call
Attendance was recorded by Stacey Bivens.

III. Approval of Agenda
A motion was made by Hulseberg to accept the agenda. The motion was seconded by Kozumplik and passed by unanimous vote. Hulseberg asked if everyone could introduce themselves since most new members and alternates were present. In addition, he requested that when it came time to elect officers that the two candidates for OSC President please say a few words about why they wanted the position.

IV. Approval of June 7, 2018, minutes
A motion was made by Gutierrez-Vargh to accept the June 7, 2018, minutes. The motion was seconded by Ayres and passed by unanimous vote.

V. Treasurer’s Report
A motion was made by Skelley to accept the Treasurer’s report. The motion was seconded by Kozumplik and passed by unanimous vote. Hulseberg said he appreciated the follow-up on the Council of Council’s budget.

VI. Visiting Committees/Guests
None
VII. Public Comment
None

VIII. Announcements/Correspondence
A. Pulchratia Smith, Human Resource Services: no report

IX. Shared Governance Reports
A. Board of Trustees
Klaper reported. Met June 14, 2018. State Representative Robert Pritchard has been appointed to the Board of Trustees by Governor Rauner. The Presidential Search Planning Committee gave its report to the board. The board approved funds to hire search firms to find candidates to fill the position of Dean of the Law School and that of General Counsel. Health Services has contracted with Northwestern to provide medical services such as physical therapy to NIU Athletics. The university is exploring a broader agreement with Northwestern to provide student healthcare. A tentative start date is January 1, 2019.

B. Faculty Senate
No report

C. Supportive Professional Staff Council (SPSC)
No report

D. University Council
No report

E. University Advisory Committee
No report

X. Committee Reports
A. Civil Service Celebration
The Civil Service Celebration is in its final stages of planning and will take place Thursday, August 9, 2018. There is a sign-up sheet for many different tasks, and all OSC members are expected to take part to help the event run smoothly.

B. Elections and Appointments
Nicholson spoke. She first explained that all OSC members are expected to serve on at least one other committee in addition to OSC. She asked that each committee chair give a brief description of their committee. During the meeting
a sign-up sheet was passed around so members could sign up for committee(s).

Next, elections for OSC officers were held. As requested, Nicholson and Royce, the candidates for President, each spoke about their qualifications and why they wanted to be OSC President. Then, OSC members cast their ballots with the following results:

President: Holly Nicholson
Vice-president: Jeffry Royce
Secretary: Stacey Bivens
Treasurer: Patricia Wielert
Parliamentarian: Jay Monteiro

C. Employee Morale
Kozumplik reported. She is seeking the Council’s opinion. She and K. Smith met with Tim Struthers from the Board of Trustees who works at First National Bank. The bank allows employees to take a day for themselves and a day to do volunteer work. To make the Take a Day, Give a Day proposal more palatable to NIU administration, Struthers advised Kozumplik to make the volunteer day more about NIU. Some examples could be helping with move-in day, NIU Cares, homecoming week, or the Civil Service Celebration. If anyone has more ideas, please share them with Kozumplik. In the meantime, OSC members could collect more information and think about other ways people could volunteer – both NIU and non-NIU opportunities. This topic will be discussed again at the September meeting.

D. Legislative Committee
Marjetic reported. The committee’s minutes are linked to the agenda.

E. Public Relations/Activities
Monteiro reported. The committee’s minutes are linked to the agenda. Monteiro said that he will take on the Northern Staff News editor position.

F. Workplace Issues
Did not meet

G. Administrative Professionals Advisory Council (APAC)
Wielert reported. APAC’s next meeting will be Wednesday, July 11, 2018. There will be an APAC table at the Civil Service Celebration.

H. Employee Advisory Committee (EAC)
Hulseberg reported. EAC meets again July 12 and 13, when the committee will
discuss the migration of SPS positions to Civil Service positions. Also on the agenda is a discussion of the exploitation of the 900 hour (extra help) worker program. Hulseberg has also attended his first Merit Board meeting. He reminded OSC members that Council of Councils will take place Friday, October 5, 2018, at University of Illinois (Urbana-Champaign).

XI. Prior Business
None

XII. New Business
A. NIU’s 125th Anniversary in 2020
Nicholson announced that a committee is being formed to plan the celebration of NIU’s 125th anniversary, and that civil service employees are being included on the committee. Ayres, Gutierrez-Vargas, Kozumplik, Montiero, and Wielert all volunteered.

XIII. Adjournment
Before adjournment, Hulseberg asked President-elect Nicholson if Sarah McGill, Vice-president of Administration and Finance, could be invited to an OSC meeting. Nicholson said she would check with McGill. Nicholson also stated that Board of Trustees members would be attending the OSC’s August 2, 2018, meeting.

A motion was made by Williams to adjourn the meeting. The motion was seconded by Marjetic and passed by unanimous vote.
The meeting adjourned at 10:12 A.M.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council