Operating Staff Council
Minutes – June 3, 2010

Present: Stacey Bivens, Elizabeth Buck, Donald Butler, Marcia Dick, Linda Jennings, Glenda Jones, Jay Monteiro, Danell Nixon, Carlos Raices, Andy Small, Karen Smith

Excused: Gay Campbell, Sara Clayton, Pamela Rosenberg, Alan Smith, Jesse Tellez

Guests: Tim Griffin, Todd Latham, Denise Rode, Gip Seaver, Michele Stieren, Jodi Tyrrell

I. Call to Order
President Jay Monteiro called the regular meeting of the Operating Staff Council (OSC) to order at 9:05 a.m.

II. Roll Call
Attendance was recorded by Danell Nixon.

III. Approval of Agenda
A motion was made by Andy Small to accept the Agenda as amended. The motion was seconded by Karen Smith and passed by vote.

IV. Approval of May 6, 2010 minutes
A motion was made by Glenda Jones to accept the minutes as amended. The motion was seconded by Stacey Bivens and passed by vote.

V. Treasurer’s Report
Elizabeth Buck reported on the May transactions. Danell Nixon moved to accept the Treasurer’s report as written. The motion was seconded by Andy Small and passed by vote.

VI. Announcements/Correspondence
Michele Stieren from the Graduate School was introduced as the newest member of the Operating Staff Council.

The summer work schedule begins Monday, June 7, 2010, and extends through Friday, August 13, 2010.

Academic Convocation 2010 will be held on August 20, 2010. Contact Mary Spring in Student Affairs for more information or if you want to order regalia.

Marcia Dick announced the new director for the Center for Accessibility will be Melanie V. Thompson from Southeast Missouri State effective July 1, 2010.

Carlos Raices stated it was a pleasure having served on the Operating Staff Council and will continue to work on committees as needed.
VII. President’s Reports
A. Board of Trustees

Met Thursday, May 13, 2010

President Peters thanked retiring administration: Dr. James Erwin, Dr. Harold Kafer and Dr. Joe Grush

The state still owes NIU about $43 million dollars (last payment was on May 3, 2010). They passed legislation to extend the time of payback of FY 2010 funds to December 31, 2010.

The “Borrowing Bill” will allow a university to borrow up to 75% of the money owed to us
- 1) would need to seek a private lender
- 2) would have to pay back - with interest - within one year
- 3) The State of Illinois does not back this borrowing

There was no news on the FY12 budget.

Some approved action items included:
- Recommendations for faculty promotions, tenure and promotions with tenure
- Request for new degree programs: Athletic Training; Community Leadership and Civic Engagement; Environmental Studies
- Request for degree authority at regional site: MBA in Region 10 (Chicago)
- Request for new minor in Sustainable Engineering
- Amendment to BOT Regulations regarding Freedom of Information Act (FOIA) requests
- Appointment of Dean of College of Education: Dr. La Vonne Neal (not present)
- FY11 Tuition Raise of 9.5% over 4 years
- Zeke Giorgi Law Clinic Lease Renewal
- Bond Resolution for Existing Residence Halls and Other Infrastructure – The Board is to formally investigate the option of issuing revenue bonds to address needed repairs, deferred maintenance and improvements to existing residence halls as part of a comprehensive plan to maintain 6,000 bed capacity
- Cole-Stevens Complex Presentation – Completion date of Fall 2012
Chair Strauss’ Report:
- Tenured Faculty Appeal Matter – the Board upheld a dismissal decision
- Resolution for Student Trustee Matthew Venaas for his year of service
- Resolution for President John G. Peters for his 10 years of service

Election of Fiscal 2011 Board of Trustees
- Chair – Mark Strauss
- Vice Chair – John Butler
- Secretary – Robert Boey
- 4th Executive Member – Cherilyn Murer
- Merit Board Representative – Barbara Giorgi Vella

B. Faculty Senate
   Did not meet.

C. SPS Council
   Met Thursday, May 20, 2010
   - Todd Latham recognized President Bobbie Cesarek’s retirement and listed her many accomplishments achieved while serving as SPSC President
   - Dr. Gip Seaver and Dr. Denise Rode gave a PowerPoint presentation on the Foundations of Excellence
   - The SPS Grievance Procedure was passed after the amending that placement of all grievance materials would be placed in the University Council/Faculty Senate Office rather than in HR. This is consistent with other employment groups.
   - It was announced that La Vonne Neal had been named Dean of the College of Education.
   - It was discussed that the other Councils are listed in the Communiversity phonebook and SPSC should be listed, too

D. University Council
   Did not meet.

E. APAC
   Met on Wednesday, May 12, 2010
   There is room for two more members on the Council. If you are interested in serving on the Council, please contact Rose Miller

VIII. Committee Reports
A. Personnel/Staff Development/Benefits
   Did not meet.
   Jodi Tyrrell verified why exempt and SPS employees are able to accumulate 56 days of vacation versus only 50 for non-exempt because exempt do not earn overtime. As of April 30, 2010, there were seven
exempt civil service with 56 or more days of accumulated vacation. As of May 15, 2010, there were 45 non-exempt employees with 50 or more days of accumulated vacation.

B. Elections and Appointments
Nominations for officers were held as follows:

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<thead>
<tr>
<th>Role</th>
<th>Candidates</th>
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<tr>
<td>President</td>
<td>Elizabeth Buck – declined</td>
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<tr>
<td></td>
<td>Marcia Dick – declined</td>
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<td></td>
<td>Jay Monteiro – accepted</td>
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<td></td>
<td>Pamela Rosenberg – accepted</td>
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<td></td>
<td>Andy Small – accepted</td>
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<tr>
<td>Vice President</td>
<td>Sara Clayton – accepted</td>
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<td></td>
<td>Marcia Dick – declined</td>
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<td>Jay Monteiro – accepted</td>
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<td></td>
<td>Andy Small – accepted</td>
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<td></td>
<td>Karen Smith – accepted</td>
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<tr>
<td>Secretary</td>
<td>Stacey Bivens – accepted</td>
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<td></td>
<td>Elizabeth Buck – declined</td>
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<td></td>
<td>Danell Nixon – accepted</td>
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<td></td>
<td>Pamela Rosenberg – accepted</td>
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<td></td>
<td>Karen Smith – declined</td>
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<tr>
<td>Treasurer</td>
<td>Stacey Bivens – declined</td>
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<tr>
<td></td>
<td>Elizabeth Buck – accepted</td>
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<td></td>
<td>Karen Smith – declined</td>
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<td>Parliamentarian</td>
<td>Don Butler – accepted</td>
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<td></td>
<td>Marcia Dick – accepted</td>
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<td></td>
<td>Linda Jennings – declined</td>
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<td>Glenda Jones – declined</td>
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<td>Danell Nixon – declined</td>
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<td>Carlos Raices – declined</td>
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<td></td>
<td>Andy Small – accepted</td>
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<td>Alan Smith - accepted</td>
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C. Public Relations
Met May 27, 2010. Karen Smith is working on forming a committee for the OSC ListServ.

D. Visiting Committees/Guests
Gip Seaver and Denise Rode presented an update of the Foundations of Excellence program via powerpoint and handouts with the main focus being “Customer Service” as the means to attract and retain first year students at NIU. They anticipate a report to be generated by the end of summer.
They invited any and all comments and/or suggestions be directed to them.

E. EAC
   Merit Board voted not to go forward with new proposed verbage regarding furloughs.

F. UAC
   Did not meet

G. Special Events Committee
   StaffFest funding was approved. Jill Dunlap has agreed to work with us on the day of StaffFest with the canned goods drive. Carlos and Danell are working on door prizes.

H. Baccalaureate Review
   No report.

I. Foundations of Excellence
   Reported under Visiting Committees/Guests.

J. Enrollment Management Task Force
   Andy Small emailed a powerpoint presentation. Contact Andy with any questions.

K. Raise Equity Committee
   Did not meet.

IX. Old Business
   Karen Smith stated there were 451 attendees at the Wellness Fair and received $108 for the 50/50 scholarship drawing. The winner was Joe Masson.

X. New Business
   Discussion was held regarding the replacement of Judy Burgess as the SURSMAC representative who submitted her letter of resignation effective May 21, 2010. Jay will meet with Steve Cunningham to determine the proper replacement procedures.

XI. Adjournment
   The meeting was adjourned at 12:00 p.m.

Respectfully submitted,
Danell Nixon
Operating Staff Council Acting Secretary