Operating Staff Council
Minutes – May 3, 2012

Present: Stacey Bivens, Donald Butler, Gay Campbell, Susie Hill, Heike Hofstetter, Linda Jennings, Jay Monteiro, Rachel Pierce, Carlos Raices, Jennifer Ridge, Andy Small, Karen Smith

Excused: Elizabeth Buck, Danell Nixon, Alan Smith, Jesse Tellez

Guest: Steve Cunningham, Celeste Latham, Todd Latham, Rhonda Wybourn

Others: NIU Football Coach Dave Doeren, and Civil Service Dependent Scholarship winners and parents: Jacqueline Lorusso, daughter of Valerie Lorusso and Jaclyn Zimmerman, daughter of Stefanie Zimmerman.

I. Call to Order
Andy Small called the regular meeting of the Operating Staff Council (OSC) to order at 9:05 AM. The May 3, 2012, meeting was held at the Yordon Center.

II. Roll Call
Attendance was recorded by Stacey Bivens (acting secretary).

III. Approval of Agenda
A motion was made by Linda Jennings to accept the Agenda as presented. The motion was seconded by Gay Campbell and passed by vote.

IV. Approval of April 5, 2012, minutes
A motion was made by Susie Hill to accept the minutes as presented. The motion was seconded by Jay Monteiro and passed by vote.

V. Treasurer’s Report
There was no Treasurer’s report as Elizabeth Buck was excused for an appointment.

VI. Announcements/Correspondence
Andy Small passed around a copy of the Faculty Senate and Board of Trustees minutes, as well as President Peters’ message regarding Governor Quinn’s proposed plan for pension reform.

Congratulations were offered to Rhonda Wybourn on the changes in her job responsibilities.

VII. President’s Reports
A. Board of Trustees
The next Board of Trustees’ meeting is scheduled for May 10, 2012. Andy will attend and Pat Siebrasse will accompany him. An announcement will be made honoring Pat for her 50 years of service, loyalty, and dedication to NIU.

B. Faculty Senate
No report.
C. University Council
President Peters discussed budget issues. NIU is owed $41 million on general revenue, and is expecting budget cuts up to 6.14%. Tuition waivers for dependents is not a dead issue, and will likely be reviewed again this summer. NIU employees will see many summer projects at NIU. These will be aesthetic in nature. Employee evaluations will eventually be going electronic, although there is no firm go ahead date. Rhonda Wybourn feels that a beginning date of fall 2012, would be pushing it. Alan Rosenbaum was elected president of Faculty Senate.

VIII. Committee Reports
A. Workplace Issues
The latest draft of the Civil Service Evaluation Form had been sent to the members of the Operating Staff Council. There was discussion regarding the decrease of five rating categories to three. Gay Campbell explained that it’s the Workplace Issues committee’s hope that the new form will encourage timely evaluations and open dialogues between employees and supervisors. It was proposed that perhaps the form be tested on a group or department, perhaps the College of Education. Andy Small suggested that the Council continue to think and talk about the form. Susie Hill felt that more discussion wasn’t necessary and that the Council vote on whether or not to send the form to Human Resources. A vote was taken with the result in favor of sending the new evaluation form to Human Resources. A motion was made by Rachel Pierce to accept the vote. The motion was seconded by Susie Hill. It was also mentioned that Workplace Issues has discussed supervisor training and the information was shared that the SPS Council put forth a motion at one of their meetings to make it mandatory that all supervisors undergo training in doing evaluations as well as other aspects of supervision.

B. Elections and Appointments
Jay Monteiro reported that 10 people had turned in candidate data sheets for the five available Operating Staff Council positions. The ballots will be typed and sent out. They will need to be returned by May 31, 2012, so those elected can attend the June 7, 2012, OSC meeting.

C. Public Relations
Tim Griffin has chosen the framed photo he’d like in honor of his retirement. He and Pat Siebrasse will attend the June 7, 2012, OSC meeting. Carlos Raices has contacted Eddie Williams regarding StaffFest, but hasn’t yet received a reply. The PR subcommittee would like to hold StaffFest around August 3, 2012, but no planning can be started unless OSC knows there’s funding and administrative support for the event.

C. SPS Council
No report.

D. Visiting Committees/Guests
Steve Cunningham attended the OSC meeting and discussed pensions and the ongoing SPS audit (see letter A under Old Business). He shared the opinion that Governor Quinn’s proposed plan is very spartan and shows little sympathy for
higher education. It also inappropriately mixes insurance with pensions, which would essentially do away with the 5% insurance payment that is currently based on years of service. Illinois is even more underfunded than California now - in many aspects - not just pensions.

NIU Football Coach Dave Doeren spoke to the OSC about the NIU football players who are succeeding not only athletically, but also academically. NIU graduates over 80% of all its athletes. Coach Doeren did admit to being disappointed at the low numbers of students who attend home games. Student and fan participation is extremely important to the players. The coach has tried to improve attendance at games by talking with students and letting them know that student admission to the games is free. The NIU football team has had several winning seasons, won its conference last year, and has gone to and won several bowl games. Despite all these achievements, attendance isn’t as high as it could be.

Jacqueline Lorusso, daughter of Valerie Lorusso, and Jaclyn Zimmerman, daughter of Stefanie Zimmerman, two of the recipients of the Civil Service Dependent Scholarship Award, attended the meeting. Each posed for a photo with her parent, along with Don Butler and Andy Small. They, along with Paige Lehman, daughter of Angela Lehman, and Evan Wittke, son of Erwin Wittke, will be recognized at this evening’s Operating Staff Awards Banquet.

E. EAC
Andy Small hosted the EAC conference here at NIU on April 19 – 20, 2012.

F. UAC
No report.

G. FY 12 Strategic Planning and Beyond
There was no meeting.

H. APAC
Rachel Pierce noted that APAC held its annual Administrative Professionals Day Breakfast on April 25, 2012, and it was very well attended.

IX. Old Business
A. SPS Titles – Steve Cunningham
In regard to the SPS audit, this issue goes back to the mid-1990s. All SPS positions noted on the audit will revert back to civil service once the position is vacated. Andy Small shared his concern that promotional lines stay in place. Steve agreed that the mobility of civil service is important. The question was raised whether there are contingencies in place for July 1, 2012, in case there are mass retirements. Retirement applications are currently 7-8 times the normal amount. There was no concrete answer to this question. House Bill (HB) 4996, negotiation on employing retired employees, passed the Illinois House. Linda Jennings questioned if rehiring a retired worker under the age of 60, would mean that worker would not pay into the pension system. This is true.
X. **New Business**
   A. Outstanding Service Award Recipients Recognition
      Kenlyn Bialas, Lincoln Fox, Brenda Jones, Kelly Stewart are this year’s recipients of the Outstanding Service Award. They’ll be recognized at tonight’s Operating Staff Awards Banquet.

XI. **Adjournment**
   The OSC was slated to take a tour of the Yordon Center after the meeting adjourned. Unfortunately, due to time constraints, the tour had to be postponed until another time.

   The meeting was adjourned at 11:30 A.M.
   Respectfully submitted,
   Stacey Bivens
   Acting Operating Staff Council Secretary