Operating Staff Council  
HSC - Skyroom  
Minutes – April 3, 2014

Present: Stacey Bivens, Nikkita Carrington, Heike Hofstetter, Patricia Liberty-Baczek, David Long, Yvette Lubbers, Jay Monteiro, Amy Polzin, Carlos Raices, Pam Roesner, Gina Shannon, Andy Small, Karen Smith

Absent (excused): Elizabeth Buck, Donald Butler, Rachel Pierce

Guests: Robin Andersen, Sara Klaper, Andy Peccarelli, Rhonda Wybourn

I. Call to Order
President Andy Small called the regular meeting of the OSC to order at 9:10 AM.

II. Roll Call
Attendance was recorded by Stacey Bivens.

III. Approval of Agenda
A motion was made by Amy Polzin to accept the Agenda. The motion was seconded by Carlos Raices and passed by unanimous vote.

IV. Approval of March 6, 2014, Minutes
A motion was made by Dave Long to accept the Minutes. The motion was seconded by Amy Polzin and passed by unanimous vote.

V. Treasurer’s Report
No report

VI. Announcements/Correspondence
Patricia Liberty-Baczek encouraged the OSC members to participate in NIU Cares Day on April 12. She said that it’s a great way to meet others on campus.

Patricia also shared that the Ally Awards, which celebrate students, faculty, and staff who have made positive contributions to the LGBTQ community at NIU, will be given out on Wednesday, April 9, 2014.

Amy Polzin announced that the four operating staff members who will
receive the Outstanding Service Award have been chosen, and their names have been sent to President Baker.

Retirement procedures are an important topic right now. President Baker estimates that 20% of the workforce will retire, while Human Resources believes it will be around 13%. There is a “perfect storm” regarding the state budget. There is a $20 – 30 million deficit. The governor wants a flat budget depending on same state income tax. There will be no raises. Bill Nicklaus has been working on bringing salaries that are woefully out of line back in line with others.

SURS will be on campus on April 23 and 24 to discuss pension issues. Employees can see a SURS representative to discuss retirement options.

Dr. Baker will be conducting 360° reviews of the vice-presidents.

SPS will be having a social at Rosita’s on May 10 at 5:00 PM. If any OSC member would like to take part, please RSVP by April 5.

VII. President’s Report
A. Board of Trustees
   No report

B. Faculty Senate
   Discussed the issues regarding the pension reform bill and advised senators to warn any faculty members eligible to retire that it is in their best interests to consult with SURS regarding the impact of the pension reform bill on them.

C. University Council
   The Student Grievance Policy was approved. It was announced that Governor Quinn would be on campus April 3, 2014, to make an announcement about increasing MAP funding.

VIII. Committee Reports
A. Workplace Issues
   The results of the online survey need to be summarized. There were 589 responses which is equivalent to a 36% return. It’s been discovered that many employees don’t understand the testing process. The committee will invite Rose Miller to come explain testing and the transfer list.
Rhonda Wybourn said that it’s a good idea to encourage Civil Service employees to start testing, especially with the many upcoming retirements. Because there are employees with no access to a computer, it would be very helpful to ask university administration to install a few computers to allow more access. The committee talked about offering brown bag lunch presentations called, “Steer Your Career,” to help operating staff feel more empowered in their jobs.

B. Elections and Appointments
The annual Operating Staff Council election is underway. The call for candidates ballots were due by April 14, 2014. There are ten candidates running for five positions on the council.

C. Public Relations
No report

D. SPS Council
No report

E. Visiting Committees/Guests
There were no visiting committees or guests.

F. EAC
EAC will meet at the State University Civil Service Office in Urbana, IL, on April 10 and 11, 2014.

G. UAC
No report

H. APAC
Robin Andersen reported that APAC is working on getting even pay periods, i.e., every other week. APAC feels that implementation is an issue of won’t, not can’t. The Administrative Professionals Day Breakfast will be held April 23, 2014.

IX. Old Business
A. Advisor
Professor Toni Tollerud currently serves as an advocate for faculty and SPS; she is also retiring soon. The operating staff don’t have an advisor and one is needed. Money is an issue, because an advisor is reimbursed
for his/her time. Karen Smith remarked that there were several responses
on the online survey that people wanted an advisor who wasn’t an
operating staff member. Paul Stoddard will be replacing Toni once she
retires. Discussion on this issue will continue at the May 1, 2014, OSC
meeting.

X. New Business
   A. Bold Idea
      Discussion tabled until next meeting so that OSC members could attend
      one of the meetings with a Provost candidate

XI. Adjournment
   The meeting was adjourned at 10:47 AM.

Respectfully submitted,
Stacey Bivens
Operating Staff Council Secretary