Minutes
Operating Staff Council
June 4, 2015
Sky Room – 9:00 a.m.


Absent: Adam Lewis

Guests: Robin Andersen, Brian Berchtold, Zach Bohn, Nancy Brown, Sarah Clark, Deborah Haliczer, Jennifer Jeffries, Sarah Klaper, Jessi Lorang, Andy Peccarelli, Rhonda Wybourn

I. Call to Order
President Jay Monteiro called the regular meeting of the OSC to order at 9:10 a.m.

II. Roll Call
Attendance was recorded by Stacey Bivens.

III. Approval of Agenda
A motion was made by Patricia Liberty-Baczek to accept the agenda. The motion was seconded by John Hulseberg and passed by unanimous vote.

IV. Approval of May 7, 2015, Minutes
A motion was made by Carlos Raices to accept the minutes as amended. The motion was seconded by Holly Nicholson and passed by unanimous vote.

V. Treasurer’s Report
The treasurer’s report was given by Elizabeth Buck. Patricia Liberty-Baczek asked about the cost difference of the last two Operating Staff News newsletters. It was determined that there is a price difference between how many paper copies are printed now since we began sending the newsletter via e-mail. A motion to accept the treasurer’s report was made by Andy Small. The motion was seconded by Barb Andree and passed by unanimous vote.

VI. Visiting Committees/Guests
Guests at the June 4 meeting were three of the newly-elected Operating Staff Council members Zach Bohn, Nancy Brown, and Jennifer Jeffries. Also
attending were Brian Berchtold and Jessi Lorang, who had filled out committee interest forms to be on the StaffFest planning committee, and Sarah Clark.

VII. Announcements/Correspondence
Both Barbara Andree and David Long are going off OSC. OSC President Jay Monteiro thanked them for their time and service. He also thanked Andy Small for his 25 years of service.

David Long announced that Greyhound has started service between Chicago and DeKalb. NIU is not currently a ticketing agent; tickets must be bought online.

VIII. President’s Report
A. Board of Trustees
The committees of Board the met May 28, 2015, at NIU Hoffman Estates. Among the topics discussed were risk management; faculty tenure and promotion; approval of annual expenses; and approval of interim deans.

B. Faculty Senate
Did not meet

C. Supportive Professional Staff Council (SPSC)
RAD (Rape Aggression Defense) sessions will be offered in June and July. Deborah Haliczer said that co-ed and male-only sessions of this program are in the works. Deborah also shared that on May 15, Northern Illinois University hosted the DeKalb County Law Enforcement Officer’s Memorial Service. SPS Council elections have taken place, and the new council starts July 1, 2015.

D. University Council
Did not meet

IX. Committee Reports
A. Workplace Issues
The “Steer Your Career” workshops were well-attended. Out of 93 employees who registered, 81 attended. The recycling project has been tabled for now. Sarah Klaper shared that the Waste Management contract is on the agenda for the next Board of Trustee’s meeting.

Ad hoc Employee Morale
Did not meet

B. Elections and Appointments
Nominations for officers were turned in. Jay Monteiro asked that nominees contact him by June 11 if they had changed their mind about the status of their nomination.

C. Public Relations
Did not meet

D. Employee Advisory Committee (EAC)
For the benefit of the newly-elected OSC members, Andy Small gave some background information about EAC, and some of the issues that committee has been working on currently. These included allowing out of state recruiting and the view that all positions are civil service until determined to be SPS. He also explained that he was recently reelected as Chair to EAC and will not be seeking reelection to OSC.

E. University Advisory Committee (UAC)
Did not meet

F. Administrative Professionals Advisory Council (APAC)
Robin Andersen shared that the APAC is reviewing this year’s Administrative Professionals Day Breakfast. There was money left over which will be applied to APAC’s mentoring program.

X. Old Business
A. Civil Service Advisor Position
Andy Small will send out an e-mail to reconvene this committee. Dr. Baker has given approval for this position. The question was asked: Do we need this person?

XI. New Business
A. Historian Position
There was a brief discussion of an Operating Staff Council Historian position which isn’t an official position, but Andy Small has been filling that role. He will continue to aid in that role.

B. Awards Luncheon
Pam Roesner attended the luncheon and liked the new format. She felt that it saved time. Other Council members had heard no complaints.

C. Virtual Suggestion Box
The OSC received a positive comment through the virtual suggestion box that can be found on the Resources for Faculty and Staff webpage.
XII. **Adjournment**
   The meeting was adjourned at 11:00 a.m.

Respectfully submitted,
Stacey Bivens
Operating Staff Council Secretary