Minutes  
Operating Staff Council  
May 7, 2015  
Heritage Room – 9:00 a.m.


Guests:  Robin Andersen, Nancy Brown, Marc Falkoff, Deborah Haliczer, Sarah Klaper, Andy Peccarelli, Alan Phillips, William Pitney, Jeff Reynolds

I.  Call to Order  
President Jay Monteiro called the regular meeting of the OSC to order at 9:08 a.m.

II.  Roll Call  
Attendance was recorded by Stacey Bivens.

III.  Approval of Agenda  
A motion was made by John Hulseberg to accept the agenda. The motion was seconded by Holly Nicholson and passed by unanimous vote.

IV.  Approval of April 2, 2015, Minutes  
A motion was made by Barb Andree to accept the minutes. The motion was seconded by Pam Roesner and passed by unanimous vote.

V.  Treasurer’s Report  
The treasurer’s report was given by Elizabeth Buck. She reported that she still has not heard from Cristine Black regarding the StaffFest money reimbursement. Jay Monteiro had met with Cristine Black and found that NIU administration still supports StaffFest going forward. Paying for it is going to be done differently. OSC will not be given funds at the outset; OSC will hold StaffFest, and then be reimbursed for any amount that the OSC budget does not cover as of June 30th of each fiscal year. A motion to accept the treasurer’s report was made by Carlos Raices. The motion was seconded by Patricia Liberty-Baczek and passed by unanimous vote.

VI.  Visiting Committees/Guests  
Dr. Alan Phillips, NIU Vice-president of Administration and Finance, attended the OSC meeting. Dr. Phillips has been at NIU for two months, and
shared with the OSC his background and challenges. He served in the military, and pursued a career in operations and management. Dr. Phillips took a position as Chief Financial Officer with the Illinois Board of Higher Education. Andy Small pointed out that morale is affecting NIU’s workforce. Victoria Nay advised Dr. Phillips that employees must be involved in the decision-making processes.

Also attending the May 7 meeting were Professor Marc Falkoff from the College of Law, and Jeff Reynolds, Director of Academic Analysis and Reporting. They attended to discuss Program Prioritization. They stressed that the goal of prioritization is allocation of resources.

VII. Announcements/Correspondence
The Civil Service Outstanding Service Award recipients were announced. They are Chris Atherton, Margaret Berg, Pat Erickson and Kathy Zuidema.

Sarah Klaper reported that she has noticed a shift in the way NIU’s upper-level leadership is handling personnel issues. Instead of waiting for grievances to be filed, administration is using best practices and fixing policy before problems arise.

Andy Small shared that the Senior Associate Vice-president for Human Resource Services search failed. There were four candidates, three of which did come to campus to interview. It seems that the outside search firm did not do due diligence. There were communication problems, both internal and external, that were found to be inappropriate. No details of a new search have yet been advertised to the campus.

Barbara Andree announced her retirement effective June 30, 2015. Her fellow OSC members congratulated her.

VIII. President’s Report
A. Board of Trustees
   Did not meet

B. Faculty Senate
   William Pitney is leaving the Faculty Senate. Greg Long was elected as the Executive Secretary of University Council and President of Faculty Senate.

C. Supportive Professional Staff Council (SPSC)
   The SPS Awards ceremony was held April 14, 2015. The Faculty and Supportive Professional Staff Service Recognition Luncheon was held April
28, 2015. Those with 10 or more years of service were recognized.

D. University Council
Met April 29, 2015. The council worked on proposed revisions to the NIU bylaws. The members also voted against restructuring a university level curricular committee.

IX. Committee Reports
A. Workplace Issues
The “Steer Your Career” flyer has been sent out. There appears to be a lot of interest in these workshops, and a number of employees have registered.

Ad hoc Employee Morale
No report

B. Elections and Appointments
Carlos Raices, Chair of the Elections and Appointments subcommittee, shared that he had received seven candidate data sheets for the five OSC positions to be filled. There was discussion on whether the due date should be extended to May 29, 2015, with voting to be completed by June 15, 2015, with the hope that more people would run for election to OSC. John Hulseberg pointed out that the Public Relations subcommittee had worked to change the OSC’s bylaws to allow for alternates, and that OSC had agreed to the changes. It was decided to keep the election deadline date at June 1, and send the ballot with the seven candidates.

C. Public Relations
There was discussion about the Operating Staff Dependent Endowed Scholarship award. It was discovered that the parent of one of the applicants chosen to receive the award this year was a faculty member, and not a member of the Operating Staff. This disqualified the student from receiving the scholarship. In the future, more care will be taken to ensure students qualify for this scholarship.

D. Employee Advisory Committee (EAC)
Andy Small said that the Merit Board will meet May 20, 2015. The committee is working on formalizing the audit process and the proposal to allow out-of-state recruiting of employees. Andy informed the OSC that Tom Morelock, Executive Director of the State Universities Civil Service System, is retiring. Andy also let the council know that he has been reelected Chair of EAC and after 25 years on the OSC will not run for reelection.
E. University Advisory Committee (UAC)
   Did not meet

F. Administrative Professionals Advisory Council (APAC)
   Robin Andersen shared that the Administrative Professionals Day Breakfast, which was held April 22, 2015, was quite successful. The speakers were Anne Kaplan and Katrina Caldwell. APAC is continuing to develop its mentoring program. Robin also announced that APAC will be sponsoring a panel this fall comprised of people whose campuses underwent program prioritization. Some colleges and universities had success with this, while others did not.

X. Old Business

XI. New Business
   A. Union Organization
      OSC President Jay Monteiro had been receiving questions about the possible organization of a union and asked if any OSC members had heard or been approached about joining a union. Several had, and a number of OSC members had comments and questions. Everyone was advised to do their research before making a decision about joining.

XII. Adjournment
   The meeting was adjourned at 12:11 p.m.

Respectfully submitted,
Stacey Bivens
Operating Staff Council Secretary