

## **Operating Staff Council Minutes – November 5, 2009**

**Present:** Elizabeth Buck, Donald Butler, Sara Clayton, Marcia Dick, Linda Jennings, Glenda Jones, Jay Monteiro, Danell Nixon, Carlos Raices, Karen Smith, and Jesse Tellez

**Excused:** Stacey Bivens, Gay Campbell, Pamela Rosenberg, Andy Small, and Alan Smith

**Guest:** Judy Burgess

**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**

Absences were denoted, as were those present.

**III. Approval of Agenda**

A motion was made to accept the Agenda and passed by vote.

**IV. Approval of October 1, 2009 minutes**

A motion was made to accept the minutes as written and passed by vote.

**V. Treasurer's Report**

Elizabeth Buck reported on the October transactions. The Treasurer's report was accepted and approved as given.

**VI. Announcements/Correspondence**

A flu shot updated was given by Karen Smith. NIU received the H1N1 vaccine. Emails were sent to students, and 400 doses were administered. Approximately 200 more doses are expected shortly. All seasonal vaccine shots have been given, but it was noted that Health Services has ordered more of each type. NIU is one of the few universities who received the H1N1 vaccine. The recent clinic run in conjunction with the County Health Department had 5,000 patients receiving injections.

Monteiro mentioned that Human Resource Services is trying to monitor the different departments on campus to see if large numbers of staff (over one half of them) are ill with flu like symptoms.

Ethics training for NIU ends at 7 p.m. on Wednesday, November 18, 2009. Over half the faculty, staff, and students had taken the test as of the date of the meeting.

There was an NIU Annuitants meet and greet on November 11, 2009 at Barnes and Noble in DeKalb.

The Council was reminded to make donations to the True North capital fundraising effort, even perhaps donating to the Dependent Scholarship Award fund that is given to children of current NIU staff employees. Monteiro has received 38 thank you letters to sign already.

Linda Hermann is retiring from University Health Services in March of 2010.

International Week festivities were announced for the week of November 16-20, 2009.

International Association of Administrative Professionals 26<sup>th</sup> Annual Scholarship Luncheon will be held on November 14, 2009 at 11:30 a.m. in the Chandelier Room.

At the November 12, 2009 Football game, announcement of the Council presidents and the service award winners will take place.

## **VII. President's Reports**

A. Board of Trustees  
No meeting.

B. Faculty Senate  
Faculty Senate met Wednesday, October 28, 2009.

There were reminders to Faculty about being lenient with students who could potentially be ill with either type of flu.

There was a Baccalaureate Review update asking people to read the report and provide input.

President Peters was invited to speak at a recent Illinois Board of Higher Education meeting, especially as MAP funding concerns were raised as an issue statewide. The funding has been approved, however, NIU has not been apprised from where or when the funds will be appropriated.

A possible future bill could require university faculty to list ISBN numbers for students, to facilitate their purchase of books.

C. SPS Council  
SPS Council met Thursday, October 8, 2009.

The SPS Presidential Awards for Excellence were announced with a nomination closing date of December 1, 2009. SPS is also considering doing a meet and greet like the OSC just completed.

Do Ask, Do Tell Sticker Day was announced, and stickers were passed out to wear to show support for the LGBTQ community.

The College of Liberal Arts & Sciences is celebrating its 50<sup>th</sup> Anniversary. The College will be recognizing 50 different alums for this celebration.

The NIU Nursing program is also celebrating their 50<sup>th</sup> anniversary.

National Mental Health Awareness month was discussed. Council members were reminded to be watchful of signs of poor mental health in yourself and co-workers.

SPS is going to redesign their logo and asked members to check out the new OSC logo.

#### D. University Council

University Council met twice since the last OSC meeting

The following was discussed at the October 7, 2009 meeting.

Support of the restoral of MAP funding was discussed. A letter from Faculty Senate had been received. Provost Alden mentioned the upcoming October 15 rally of students in Springfield.

State budgetary problems were discussed. The state is four months and \$2 billion behind in payments. The capital budget has been approved but not funded.

Provost Alden discussed the Baccalaureate Review document and asked people to review it.

President Peters mentioned the Forward, Together Forward Memorial was completed.

The 2010 Holiday Schedule was presented and approved.

At the November 4, 2009 meeting, the following was discussed.

The NCAA Reaccreditation is complete.

During the veto session in Springfield, the following occurred.

- Manny Sanchez was confirmed by the Senate as an NIU Trustee.

- MAP funding has been restored for the spring semester, however, how it will be funded has not been decided.
- The Harper bill did not pass. This would have granted Harper Community College the right to award four year degrees in a limited number of programs.
- The capital budget has been approved, but not funded.

Provost Alden announced that in a search for a Dean of Research, the field had been narrowed from six candidates down to three.

Lemuel Watson has stepped down as Dean of the College of Education, but will continue in the position until a new Dean is found.

Jeff Kowalski presented an update on the Baccalaureate Review.

A discussion was held about Clinical Faculty Appointments. These are new non-tenure appointments that will provide delivery of professional services to patients/clients as well as teaching at undergraduate and graduate levels.

#### E. APAC

APAC met on Wednesday, October 14, 2009.

There is a First Aid session on Tuesday, November 10, 2009 from 1:00 to 4:30 pm in the Human Resources Building. Contact Dee Malm if you are interested in attending.

How NIU can offer training on Office Suite 2007 available to employees was discussed.

### **VIII. Committee Reports**

#### A. Personnel/Staff Developments/Benefits

No meeting, but it was mentioned that Unicare HMO will be leaving the state of Illinois effective January 1, 2010. There are 36 enrollees from NIU in this HMO. Blue Cross Blue Shield bought Unicare, which is also the insurance that NIU students have. This change will not go into effect for NIU students until August, 2010.

#### B. Elections and Appointments

No report.

#### C. Public Relations

The committee is getting quotes for a table drape/banner to be used for the Wellness Fair table, as well as for other similar events. The newly revised OSC brochure is almost ready and will include the new OSC logo.

#### D. Visiting Committees/Guests

Judy Burgess, former OSC member and current State Universities Retirement System Members Advisory Committee (SURSMAC) representative, gave a detailed report on the SURSMAC meeting of October 13, 2009. She noted that in the recent SURS board elections, annuitant ballots mailed statewide totaled 44,324, and returned ballots numbers 12,522. NIU has a representative on this newly elected board. John H. Engstrom is slotted in the Annuitant Trustee position. SURS is interviewing for a new director and hops to have someone in place by March, 2010.

The group spoke of upcoming legislation, and she noted that as of October, no August or September contributions have been made to SURS from the State of Illinois, although \$.85 million in the Self-Managed Program have been received.

SURSMAC also discussed furlough days, which affects future annuities as no SURS contributions occur during those days and no salary is earned, which could potentially decrease the future monthly annuity. There is currently nothing in place that addresses Civil Service furloughs and the definition thereof.

The recently established Pension Modernization Task Force is to have a findings report by November 1, 2009. The website for that group is <http://www.illinois.gov/gov/pensionreform>.

Judy presented a large packet of information to the Council regarding pension issues and noted that the next SURSMAC meeting is April 6, 2010.

Judy plans on retiring from NIU in June, 2010, so another SURSMAC representative will be needed at that time.

#### E. EAC

EAC met on October 21-22, 2009 at Southern Illinois University, coinciding with the Council of Councils meeting at Edwardsville held on October 23, 2009. Sara Clayton mention that the police sergeant's exam has been compromised to the Systems staff and the State's Attorney's Office is looking in that situation and what to do next. Sara also mentioned that on the SUCSS website there is a draft of prospective Furlough procedures in the Employment and Separation Procedures Manual section. Sara was the only NIU representative at the Council of Councils meeting.

#### F. UAC

Did not meet

G. Special Events Committee

No report.

H. Baccalaureate Review

No report.

I. Foundations of Excellence

No report.

J. Enrollment Management Task Force

No report.

**IX. Old Business**

A. Council of Councils

Council of Councils will be held at Governor's State University in 2010.

B. Tiered Parking Fee Program

No updates.

C. Holiday Break

No updates.

**X. New Business**

None

**XI. Adjournment**

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,  
Pamela Rosenberg  
Operating Staff Council Secretary