

Operating Staff Council Minutes – March 4, 2010

Present: Stacey Bivens, Elizabeth Buck, Donald Butler, Gay Campbell, Marcia Dick, Linda Jennings, Glenda Jones, Jay Monteiro, Danell Nixon, Carlos Raices, Pamela Rosenberg, Andy Small, Alan Smith, Karen Smith, Jesse Tellez

Excused: Sara Clayton

Guest: Tim Griffin, Jodi Tyrrell

I. Call to Order

President Jay Monteiro called the regular meeting of the Operating Staff Council (OSC) to order at 9:09 a.m.

II. Roll Call

Attendance was recorded by Pamela Rosenberg.

III. Approval of Agenda

A motion was made by Danell Nixon to accept the Agenda. The motion was seconded by Stacey Bivens and passed by vote.

IV. Approval of February 4, 2010 minutes

A motion was made by Donald Butler to accept the minutes as amended. The motion was seconded by Linda Jennings and passed by vote.

V. Treasurer's Report

Elizabeth Buck reported that there were no February transactions. Glenda Jones moved to accept the Treasurer's report as given. The motion was seconded by Linda Jennings and passed by vote.

VI. Announcements/Correspondence

A get well card was passed around to sign for Sara Clayton who had back surgery on February 23, 2010.

The 11th Annual Empty Bowls fundraiser will be held on Wednesday, March 24, 2010, in the Chandelier Room in Adams Hall. There will be two seatings, one at 4:30 p.m., and one at 6:00 p.m. A donation of \$15 buys homemade soup and bread, a beverage, and a ceramic bowl, while a donation of \$10 buys food and drink only. All proceeds benefit the Hope Haven shelter in DeKalb. Reservations can be made by calling 753-1543 or logging on at www.chhs.niu.edu/chandelier and going to the specials page.

The University Library will be closed until 10:00 a.m. on Monday, March 8, 2010, for building maintenance. The Library now has baskets on the upper floors for carrying books.

VII. President's Reports**A. Board of Trustees**

Met on February 25, 2010, and went into three hours of executive session.

A number of FY2011 student fees were approved; a 2.97 percent aggregate increase. FY 2011 Student Residence Hall Room and Board Rates reflecting a 7.50 percent increase were also approved.

Lisa Freeman was introduced as the new Vice President for Research and Graduate Studies. She will begin her duties on July 1, 2010.

The Board approved a new Bachelor of Science in Philosophy while deleting the Bachelor of Arts in Russian.

B. Faculty Senate

Met February 10, 2010.

Discussion centered on library materials, mostly periodicals, which have either been disposed of or donated to other places. The faculty feel that they were not informed well enough about this change. A motion was passed to have these materials retrieved. It was noted that currently all of the materials that were either disposed or donated are available electronically on JSTORE. The departments with the greatest concerns are math and art as the quality of the scan is not as clear as the originals. There was also discussion concerning interest in implementing a plus and minus grading system. The consensus was split down the middle between departments. It was sent to committee for further study.

C. SPS Council

Met February 11, 2010. They had the same presentation by Greg Barker and Julia Spears that OSC had at the February 4, 2010 meeting.

D. University Council

Did not meet.

E. APAC

Met on Wednesday, February 17, 2010.

APAC will be offering CPR on Thursday, March 11, 2010, from 1:00 until 4:00 pm in HR. For more information contact Rose Miller at 753-6033.

APAC will be hosting their annual Administrative Professional's Event on April 21, 2010, from 7:45 a.m. to 10:00 a.m. in the Altgeld Auditorium. The guest speaker is Laurie Guest and the title of her speech is "Life in the Espresso Lane". APAC is looking for donation for door prizes. Contact Rose Miller for more information or to donate door prizes.

VIII. Committee Reports**A. Personnel/Staff Development/Benefits**

Did not meet. Marcia Dick did pass out a flyer on the SUAA Regional Meetings and encouraged members to attend.

The Benefits Choice Fair will be held May 6, 2010.

B. Elections and Appointments

No report.

C. Public Relations

Met on February 25, 2010. They discussed the table drape. Because the table drape estimated cost was more than the original passed motion of \$300, a new motion was needed. A motion was made by Carlos Raices to purchase the table drape at a cost of \$379. This motion was seconded by Donald Butler and passed by vote.

There were 6 applications for the Dependent Scholarship Award and the recipients were selected at the meeting. The 2010 recipients are: Jaclyn Zimmerman of DeKalb, daughter of Stefanie Zimmerman from Materials Management (Campus Mail), and Evan Wittke of Waterman, son of Erwin Wittke from HSC Food Service.

D. Visiting Committees/Guests

None.

E. EAC

No Report.

F. UAC

Did not meet

G. Special Events Committee

Pamela Rosenberg reported that we have received approval to proceed as we did last year. The date for this year is August 5, 2010. Pam is to provide a budget to Finance and Facilities for the event so they can plan on the cost. This budget should be similar to last year and will be from HSC Food Service for the cost of the food and room rental. The HSC Ballroom has been reserved.

H. Baccalaureate Review

Pamela Rosenberg reported that the Task Force has been broken down into three sub-committees. Those three sub-committees met in February and will be meeting in March to put together a conglomerate report of their findings for the university.

- I. Foundations of Excellence
Reports given by nine dimension committees to be reduced to five action plans.
- J. Enrollment Management Task Force
No report.
- K. Salary Committee
Marcia Dick reported on the meeting she attended on behalf of Alan Smith. In that meeting it was determined that the committee would be sending a letter to President Peters to determine the ultimate goal of the committee.

IX. Old Business

A. Wellness Fair

Sara Clayton has agreed to coordinate the OSC booth at the Wellness Fair this year. The Wellness Fair will be held on March 31, 2010, from 10:00 a.m. to 3:00 p.m. Set up is the day before or beginning at 9:00 a.m. the day of the event. We are in need of OSC members to staff the booth. A sign-up sheet was sent around. The theme of this year's Fair is "Life in Balance".

X. New Business

None

XI. Adjournment

The meeting was adjourned at 10:20 a.m.

Respectfully submitted,
Pamela Rosenberg
Operating Staff Council Secretary