Greetings Operating Staff,

I hope you are having an enjoyable summer! The stopgap budget passed at the end of June was a great beginning to the season, and though there is much more work to be done in Springfield, this will propel us into the upcoming academic year.

We want to celebrate your incredible hard work and dedication to NIU, so please make plans to join us for StaffFest on August 4! This year we have some exciting additions to the festivities including a dunk tank (with surprise VIP participants) and outdoor games. We will be collecting donations for the Huskie Student Food Pantry and raising funds for our Dependent Endowed Scholarship as well.

Speaking of our scholarship, you can get to know a little more about this year’s winners – Erin, Elora and Olivia – in this newsletter. Their achievements and involvement are impressive and we wish them the best as they continue their education here at NIU.

See you at StaffFest!

Holly Nicholson, President
Operating Staff Council 2015–2016

President’s Corner

Release Time for Retirement Counseling Appointments

Did you know that eligible NIU employees get release time, with no loss of wages or benefits, if they would like to attend a State University Retirement System (SURS) counseling appointment?

(Police officers need to follow some different criteria. They should refer to the contract which is within their bargaining agreement.)

The following information is for all other employees.

Eligibility for retirement:

<table>
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<th>Tier</th>
<th>Participant prior to 01/01/11</th>
<th>Participant on or after 01/01/11</th>
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<tr>
<td>Traditional, Portable &amp; SMP</td>
<td>Traditional &amp; Portable</td>
<td>SMP</td>
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<tr>
<td>5 years at age 62</td>
<td>10 years at age 67</td>
<td>5 years at 62</td>
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<tr>
<td>8 years at age 55</td>
<td>10 years at age 62</td>
<td>8 years at 55</td>
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<tr>
<td>(With age reduction, if applicable)</td>
<td>(with age reduction)</td>
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<tr>
<td>30 years at any age</td>
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<td>30 years at any age</td>
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(SMP = Self-Managed Plan)

The chart above defines retirement eligibility. Additional qualifications for eligibility (for counseling session) are as follows:

- Employees must be within four years of retirement eligibility.
- Employees may have no more than one appointment every 12 months. (Once every 12 months is unnecessary unless the previous estimate information has changed considerably.)

(Continued on next page)
Release Time for Retirement Counseling Appointments (cont.)

Appointment Information:

There are three types of appointments: on campus, by phone, and at a SURS office.

- On-campus appointments during SURS visits are for about 1/2 hour and are scheduled during a choice of two dates. SURS currently visits campus three times per year.
- Phone and SURS office appointments can be arranged for any time of the year.
- If necessary, an employee may schedule an appointment at SURS in Naperville or Champaign. Employees receive release time for both the length of the appointment and the travel time. (Release time is to be approved by the employee’s supervisor to be sure that the department’s operational needs are taken into consideration.)

Written retirement estimates may also be requested without the need for time off of work. For written estimates and for the three types of appointments, employees should follow the procedures.

Procedures:

- Eligible employees in the Traditional or Portable plan need to complete a retirement estimate request form.
  - Electronic method:
    - Follow the procedures at www.surs.org: Log on and select retirement counseling. Answer the questions, and they will be able to request a retirement estimate request form. (If the employee has not set a log in, they should click on registration process on the log in page.
    - For further instructions: click Life Events, then Retirement Counseling.
    - Submit the completed form electronically.
  - Employees will be prompted to follow a link to schedule an appointment.
- Eligible employees in the Self-Managed plan do not need to complete a form. Call SURS at (800) 275-7877 to schedule an appointment.
- If this is not an employee’s first time having had a counseling appointment, they still need to complete a retirement estimate request form.

For more information and answers to questions about scheduling an appointment with SURS refer to the SURS website: www.surs.org/life-events/retirement/counseling or call (800) 275-7877. Employees may also contact Human Resource Services at 753-6000.

Union Negotiations Continue

Negotiations for a bargaining agreement continue between the NIU Local 1890, representing all clerical, para-professional, technical and administrative employees and the administration. Progress is being made on many issues including working conditions. Please watch your email for announcements of upcoming meetings for anyone who is interested in learning about the negotiations or joining the union. Anyone in the “Bargaining Unit” will be welcome, whether or not you’re a union member. The fifteen person negotiating team consists of: Laura Harris (CoEd), president; Barbara Andree (CoEd), vice president; Candy Buie (Reg & Rec); Angie Dybas (English dept.) ; Debbie Williams (Graduate School); Ellen Cabrera (Public Admin.); Greg Fagerberg (Physics); Jeanne Ratfield (Provost office); Jennifer Gregory (NGOLD); Jennifer Jeffries (HSC); Pat Wielert (CoEd); Sharon Farley (Biology); Tom Kapraun (Math); Valerie Lorusso (Student Affairs); and Barbara Zeman (Campus Child Care). Please feel free to contact any of them for further information.

NIU is the second largest clerical union in the State of Illinois University system. Your ongoing support of the union will have a positive impact on all facets of working here at NIU. The bargaining team, along with the whole membership, can make a big difference in making NIU strong and successful in its higher education mission.

Employment Changes

MAY 2016

Welcome New Employees

Timothy Baldwin, Admissions/Records Representative—Admissions
Sarah Boyd, Office Support Specialist—College of Helath & Human Sciences
Matthew Cabrera, Office Support Specialist—VP Marketing & Communications
Anthony Calderala, Program Adviser—Student Academic Success
Patrick Condon, Grounds Worker—Grounds
Timothy Condon, Business/Administrative Associate—VP International Affairs
Leah Freeman, Office Support Specialist—Heating Plant

Michelle Gibson, Publicity Promotion Specialist—College of Engineering & Engineering Technology
Hillary Hoshaw, Physician’s Assistant in Medicine—Health Services
Kimberly Imundo, Baker III—Housing & Dining
Jessica Jagel, Office Support Specialist—Geography
Maribel Montelongo, Office Support Specialist—English
Ray Ortiz II, Multimedia Technician—Holmes Student Center
Christopher Rivera, Business/Administrative Associate—Controller
Rana Sanyal, IT Support Associate—College of Engineering & Engineering Technology
Melanie Vidlak-Herrmann, Admissions/Records Representative—Admissions

Changes

Jeffrey Farley to Pipefitter Foreman—Physical Plant
Dina Fowler to Office Manager—Educational Technology, Research and Assessment
Susan Martinez to Business/Administrative Associate—Controller
Katie Schnorr to Building Service Foreman—Building Services
Brady Smith to Steam & Power Plant II—Heating Plant
Joseph Spickerman, Steam & Power Plant II—Heating Plant
Barbara Stark to Business/Administrative Associate—Health Services
Sandra Stockwell to Catering Supervisor—Conference Services
Shelli Vogeler to Office Manager—Sociology
Brian Young to Building Service Foreman—Building Services
2016 Operating Staff Dependent Endowed Scholarship Recipients

Congratulations to our 2016 Operating Staff Dependent Endowed Scholarship recipients! The scholarship fund has grown so large that we were able to award three scholarships at $1000 each this year. That’s twice the usual amount thanks to your generosity! The purpose of this scholarship is to award financial assistance to children of Northern Illinois University Operating Staff (Civil Service) employees while attending NIU. This scholarship is made possible through the NIU Civil Service Employees’ fund-raising activities. Here is a look at the highly qualified recipients:

Elora Berg will be coming to NIU as a freshman next year and is an undeclared major. Her mother, Sheila Berg, retired earlier this year from Intercollegiate Athletics where she was the Athletic Business Manager. Elora proposes to apply her degree as an author and illustrator of young adult fiction. In her scholarship application Elora said “To study the beautiful imperfections of the world and express them through the written word, the spoken tongue, and the drawn canvas is my dream.”

Incoming freshman, Olivia Monteiro, will be majoring in art history. Olivia’s mother, Christine Monteiro is an Internal Auditor II in the Internal Audit Department and Olivia’s father, Jay Monteiro is the Assistant to the Vice President for Human Resources in the division of Student Affairs & Enrollment Management. Olivia’s goal is to be a museum curator, and she hopes to study abroad. Olivia said, “This would give me the opportunity to see pieces of art that I will be studying in the classroom. The experience I gain will help me in my future endeavors pursuing a career as a museum curator.”

Erin Boyle is a sophomore majoring in textile, apparel and merchandising with a graphic design minor. Her mother, Michelle Boyle, is the Chief Clerk for the College of Health and Human Sciences. Erin’s career goals are to either work in marketing and fashion merchandising or graphic design. Erin is active in student organizations, two of which are the Student Advisory Board and Healthy Huskies. Erin suggested that since they had overlapping ideas, they could merge, and they did. Erin said, “These two groups help me to feel like I’m legitimately making a difference for me and my fellow peers.”

For more information, how to apply, how to donate to the fund, and past recipients please visit our website at www.niu.edu/osc/dependentaward/generalinfo.shtml

Department Changes
Laura Weber, Office Manager to Electrical Engineering

Retirements
Catherine Gittleson, Collection Specialist—Bursar
Kayla Kittleson, LAN Support Specialist II—Network & Communication Services
John Marx, Grounds Gardener Assistant—Grounds
Matthew Sheehan, Building Service Worker—Building Services
Christina Thompson, Accountant III—Controller

Separations
James Brown, Food Service Sanitation Lab—Housing & Dining
Leslie Buie, Office Support Specialist—College of Engineering & Engineering Technology

Asontawa Cleveland, Account Technician—Holmes Student Center
Kelsey Crawford, Residence Hall Attendant—Public Safety
Christine Harris, Admissions/Records Officer—IL Board of Examiners
Kari Johnson, Publicity Promotion Specialist—Office of Creative Services
Kerianne Mahoney, Program Coordinator—VP International Affairs
Konstadina Pappas, Kitchen Helper—Housing & Dining
Robert Redel, Accountant III—Controller
Neiche Rush, Security Guard—Public Safety
Kathleen Scott, Residence Hall Attendant—Public Safety
Ashton Spegal, Residence Hall Attendant—Public Safety
James Winston, Jr., IT Technical Associate—College of Education

JUNE 2016

Welcome New Employees
Lynsey Bernardy, Office support Specialist—Intercollegiate Athletics
William Bryant, Jr., Plumber—Physical Plant
Stacey Cooper, Health Education Coordinator—Wellness Promotion
Cheryl Davis, Office Support Associate—Conference Services
Keith Dunaway, Pipefitter—Physical Plant
Andrew Helfers, House Attendant/Housekeeper—Conference Services
Gerald Johnson II, Motor Vehicle Operator/Mechanic—Transportation
Robin Sims-Quick, Office Support Specialist—Admissions

Changes
Anne Arne to Admissions/Records Representative—Graduate School
Ronald Blomberg to Central Stores Manager I — Materials Management
James Bollenbach to Manager Classroom & Media Technician — Customer Support Services
Michelle Hess to Office Support Specialist — Information Technology
Raghuraj Mahida to IT Technical Associate — Development Operations
Richard Mathesius to Steam & Power Plant II — Heating Plant
Lynn Montag to Office Manager — College of Liberal Arts & Sciences
Kouame Sanan to Classroom & Media Technician III — Customer Support Services
Shelby Tolliver to Building Service Foreman — Building Services
Cheryl Wieczorek to Account Technician I — Development Operations

Department Changes
Gwendolyn Campbell, Administrative Assistant to Office of the Ombudsperson
Patti Miller, Staff Clerk to NIU Outreach Naperville
Margaret Thacker, Office Support Specialist to College of Education

Retirements
Janice Eisele, Public Functions Supervisor — Conference Services
W. David Hegberg, Parking Services Agent I — Campus Parking

Separations
Daniel Barnett, IT Support Associate — Network & Communication Services
John Bender, IT Support Associate — Housing & Dining
Teresa Harris, Cook — Housing & Dining
Jessica Jagel, Office Support Specialist — Geography
Jennifer Lichamer, Medical Technologist — Health Services
Darren Mansfield, Grill Cook — Holmes Student Center
Alexa McNeice, Public Functions Supervisor — Conference Services
Angelique Page, Office Support Specialist — Sociology
Sharada Persaud, Pharmacist — Health Services
Trudy Powelson, Laboratory Animal Care Supervisor — Biological Sciences
D’Ameocio Singleton, Building Service Foreman — Building Services
Rebecca Six, Police Telecommunicator — Public Safety
Wendy Thomas, Office Manager — Family, Consumer & Nutrition
Michael Turner, Route Driver — Materials Management
Deanna White, Building Service Worker — Building Services
Andrew Reiss — Building Services
Krzysztof Siuba — Heating Plant

20 Years
Susan Bidstrup — Campus Parking
Fern Evins — Housing & Dining
Mary Wyzard — Customer Support Services

JUNE 2016
5 Years
Christy Fell — Holmes Student Center
Anthony Gomez Delacasa — Public Safety
David Jadran — Physical Plant
Drazenko Jozic — Public Safety
Daniel Mazeapa — Public Safety
Scott Mohr — Physical Plant
Larry Williams — Public Safety

10 Years
Myrna Lopez — CHANCE program
John Moluf — Architectural/Engineering Services

15 Years
Cindy Carlson — Public Safety
Richard Collins — Physical Plant
Amy Edwards — VP International Affairs
Deborah Hill — Customer Support Services
Dathan Jackson — Public Safety
Joseph Trickey — Network & Communication Services

20 Years
Laura Nicklaus — Division of Information Technology

30 Years
Clifford Alexis — Music

40 Years
Barbara Sullivan — College of Engineering & Engineering Technology

Service Awards

MAY 2016

10 Years
Mark Arno — NIU Outreach Naperville
Erin Corwin-Surwillo — Graduate School
Ruperto Herrera — Information Services
Kathryn Hogshad — Information Services

15 Years
Mark Beaird — Materials Management
Loreli Carlson — Registration & Records
Dawn Crawford — Holmes Student Center
William Fritsch — Physical Plant
James Gable — VP Research and Innovation Partnerships
James Kunkel — College of Education
Gerardo Rangel — Physical Plant

Andrew Reiss — Building Services
Krzysztof Siuba — Heatng Plant

20 Years
Susan Bidstrup — Campus Parking
Fern Evins — Housing & Dining
Mary Wyzard — Customer Support Services

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Editor: Barbara Andree
Contributors: Robert Allen, Barbara Andree, Kathie Dempsey, Judy Flores-Sender, Sandy Hess, Holly Nicholson, Jay Monteiro, NIU Today, Pamela Roesner, Sandra Woodson
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