Northern Staff News

October 2012

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Changes to Operating Staff Council Members
Due to retirements and attrition, we have three new Operating Staff Council members. As provided in our bylaws, the candidates receiving the next highest vote/s in the most recent OSC election have been selected. Welcome New Operating Staff Council Members: Amy Polzin, Office Manager - Geology and Environmental Geosciences, David Long, University Union Night Supervisor - Holmes Student Center, Patricia Liberty-Baczek, Graduate Placement Officer - LGBT Resource Center.

President’s Corner
Good Morning Operating Staff!
Fall is in the air after one of the hottest summers I can remember! Students are back in class, the trees are changing color and the State of Illinois legislators in Springfield are still trying to determine which of our benefits to eliminate and how much of our pension they are going to cut. There has been turmoil on our campus in regards to unethical behavior and the aftermath of those resignations. Safety continues to be an issue in the area around our campus whether it is real or perceived. Enrollments have been declining for the last few years which have affected all of our jobs. Recent retirements have left us all doing a part of someone else’s work. We have been asked to do more with less for so long that I can’t even remember what more was! These are the times that try men’s (and women’s) souls.

So what are we to do?
It is in the times of great hardship that true character is shown. We, in the Operating Staff, need to look into ourselves to remember why we are here. We have always believed that NIU is a quality school with a quality product to give to our students. We have a beautiful campus, excellent faculty and staff, and great facilities. We continue to get quality students and we know that NIU is one of the premier schools in the Midwest, if not the nation.

From great hardship comes great opportunity. Now is the time to rally around each other and support each other so we are ready for that opportunity.

Here is to looking forward, together forward, to better times ahead.

Best Regards.
Andy Small, President
Operating Staff Council 2012–2013

Secretary of State’s Office Returns to Campus
NIU students, faculty, staff and local residents can renew driver’s licenses and state IDs, purchase annual vehicle license plate stickers, register as organ and tissue donors or conduct other transactions on campus at a mobile office of the Illinois Secretary of State.

In addition, NIU collegiate license plates will be available for purchase. Twenty-five dollars of the proceeds from the sale of each plate is allocated to NIU scholarship funds. The cost is $69 to switch to a random numbered NIU plate. A vanity plate, which consists of all letters or the numbers 1 through 999, is $163. A personalized license plate, which consists of a combination of letters and numbers, is $116.

The mobile office will visit campus from 9:30 a.m. to 3 p.m. in the lower level of the Holmes Student Center. Fall semester dates are Oct. 15 and Nov. 19. Spring semester dates are Jan. 28, Feb. 25, March 18 and April 15.

Acceptable forms of payment include personal checks, cash, MasterCard, American Express and Discover credit and debit cards. Other services available include vehicle title registration and parking placards for persons with disabilities.

A complete list of acceptable forms of identification is online.
StaffFest 2012

StaffFest 2012 drew over 860 attendees this year. This year’s community outreach project was Feed ‘em Soup Community Project. Operating Staff collected hundreds of items and $560 in cash funds. Feed ‘em Soup’s mission is to provide free meals, offer encouragement and support and supply opportunities to those in need within the community. At the heart of their project is a community restaurant. They also provide a food pantry, clothing closet, shuttle service and a kids program all on the 2nd, 4th and 5th Wednesday of each month from 5:00 to 7:00 p.m. Please visit their website www.feedemsoup.org/ for more information, volunteering, or donating. Feed ‘em Soup Community Project is a registered 501(c)3 tax exempt nonprofit. See more pictures of StaffFest below.

Left to right: Andy Small-OSC President, Carlos Raices-StaffFest Chair, Phillip and Randi Ackland-representatives from Feed ‘Em Soup.
2012 Ethics Training

It is time again for all NIU employees to complete Ethics training. Under the terms of the State Officials and Employees Ethics Act, all full-time and part-time, regular and temporary faculty, staff, graduate assistants, extra help and student employees must complete on-line ethics training. The training covers such topics as prohibitions against accepting gifts and bribes, conflict of interest, inappropriate use of university resources for personal matters, whistleblower protection, and avoidance of political activities during the work day. The training module includes review questions in the text. Everyone who receives a paycheck from the university must complete this training.

Ethics training begins at 8:00 a.m. on October 16, and concludes at 5:00 p.m. on November 14. There are no extensions. Employees are notified by email and campus mail. Training should be completed during normal work hours. Employees should check with their department on what arrangements are made for workstation access and scheduling of training times. Employees can contact Human Resource Services (815-753-6039, or 753-6000) for information or assistance. Technical questions can be answered by Information Technology Services (815-753-8100), which is available 24 hours a day. The state Office of the Executive Inspector General notes that employees who do not comply with the annual training mandate can be subject to fines and disciplinary action.

For further information, contact:
Information or questions on Ethics Training: NIU Ethics Training Administrator: Deborah Halicz or Karen Smith (815-753-6039)

Questions on the Ethics Act: NIU Ethics Officer: Steven D. Cunningham, (815-753-6021) or the Deputy Ethics Officer: Greg Brady, (815-753-2621)

Presentation on Doing More with Less

Now that the new school year has started without many of our former colleagues, are you finding that you are not sure who to call for information and resources? Are you taking on more job duties and leadership roles that you have never had to do? Are you feeling overwhelmed in not being able to find the time to get things done? Is the stress getting to you?

Operating Staff Council invites you to bring your lunch and attend a presentation on “Doing More with Less” on Tuesday, October 23, 2012 from 12:00- 1:00 p.m. in the HSC Blackhawk Annex.

Nancy Apperson, from the Employee Assistance Program will lead a discussion that focuses on having to do more with less; strategies for not getting too stressed out and what to do when you are. If you would like to attend, please RSVP to: OSC@niu.edu, or by calling 753-9191.

College of Education Alumni to Lead Discussion on Athletic Training

Three alumni of the NIU College of Education will lead a panel discussion Tuesday, October 23rd, on “Athletic Training: It’s Not Just for Pro Athletes.” Presented in partnership with the NIU Alumni Association, the College of Education Community Learning Series event begins at 5:00 p.m. with a heavy hors d’oeuvres reception in the Barsema Alumni and Visitors Center. The panel discussion will begin at 6:00 p.m.

Speakers are:
- Kim Alexander – Facility Manager at Accelerated Rehabilitation and Sport Medicine
- Roger Kalisiak – NIU Faculty member in the Athletic Training Education Program
- Alfred Kranz – Retired Athletic Trainer

Seating is limited. RSVP to Pat Crumpacker at 753-1949 or crumpacker@niu.edu.

Volunteers Needed for New Sub-Committee

Are you a writer? Do you like to proof? Are you good at copy layout? The OSC Public Relations Committee is looking to form a sub-committee to work with the Northern Staff News newsletter. We’re looking for help and new ideas. Please contact Jay Monteiro at jmonteiro@niu.edu if you are interested.

Employment Changes

JUNE 2012

Welcome New Employees
Greer Blaustein, Publicity Promotion Specialist—Campus Recreation
Cecelia Bolles, Purchasing Officer I—Procurement Services
Renata Catlett, Office Support Associate—Alumni Services
S Cheryl Decker, Account Technician I—Building Services
Trisha Drake, Office Support Specialist—Credit and Contract Services
Cindy Feltner, Office Support Specialist—Art
Diane Fraedrich, Office Manager—Counseling, Adult and Higher Education
Holly Hickling, Office Support Associate—Architecture and Engineering
Michael Hildreth, Plumber—Physical Plant
Abigail Lawrence, Business/Administrative Associate—Vice Provost
Travis McKeon, Building Automation Technician I—Physical Plant
Jessica Quinn, IT Support Associate—NIU Net-Telecommunication Services

Changes
Karen Eaton to Admissions/Records Representative—Admissions
Kathleen Higgeson to Account Technician III—Controller
Jasmin McIntosh to Accountant II—Controller
Ginger Prothero-Schwersenska to Library Specialist—University Libraries
Brian Schneider to Food Service Administrator III—Housing & Dining

Department Changes
Colleen Bowers to Clerical Assistant in NIU Outreach P-20
Holly Button, Office Manager to University Legal Services
Bryan Campbell to Library Assistant in University Libraries
Barbara Daker, Administrative Aide to NIU Outreach Non-Credit Program
Barbara Hancock to Office Administrator in Art

Retirements
Cynthia Allen, Building Service Foreman—Building Services
Thomas Brinkner, Building Service Worker—Building Services
Jane Ferro, Library Specialist—University Libraries

Lela Green, Admissions/Records Specialist I—Admissions
Lisa Hoebing, Office Support Specialist—College of Law
Bonadene Jensen, Operations Support Service Specialist II—Student Financial Aid
Sandra Jonker, Program Adviser—International Student and Faculty Office
Suman Krishan, Food Service Administrator I—Housing & Dining
Harley McCammond, Accountant II—Controller
Mitra Mohabbat, Senior Library Specialist—University Libraries
David Vespa, Electrician—Physical Plant

Separations
Stephanie Blakley, Security Guard—Public Safety
Kiana Griffin, Police Telecommunicator—Public Safety
Janet Heuser, Office Support Associate—Conference Services
Mary Piazza, Telephone Operator II—Customer Support Services
Karen Plioplys, Office Support Specialist—College of Engineering and Engineering Technology
Emily Sipe, Police Telecommunicator—Public Safety
Diane Vagle, Office Manager—Psychology
Michael Vagle, IT Support Associate—Information Security and Operations

JULY 2012
Welcome New Employees
Matthew Drew, Electrician—Physical Plant
Fredrick Edmunds, Stationary Fireman Helper—Physical Plant
Susan Foose, Staff Nurse I—Health Services
Scott Galto, Stationary Fireman Helper—Physical Plant
Robert Goley, IT Support Associate—Information Security and Operations
Edward Hall, Stationary Fireman Helper—Physical Plant
Kathleen Jandt, Mailing Equipment Operator/Expediter I—Materials Management
Matthew Kylestewa, IT Support Associate—College of Law
Ivan Matosevic, IT Technical Associate—College of Law
Ryan Morse, Intramural and Recreation Coordinator—Campus Recreation
Rachel Ortiz, Financial Aid Adviser I—Student Financial Aid
Lisa Pitney, Office Support Associate—College of Education
Douglas Rapp, Stationary Fireman Helper—Physical Plant
Ricci Rose, IT Technical Associate—Illinois Board of Examiners
Rebecca Soltes, Graphic Designer Assistant—Student Affairs and Enrollment Management
Barbara Stark, Budget Analyst I—Finance and Facilities Operations

Anthony Velazquez, IT Support Associate—University Libraries
Anthony Wedick, Graphic Designer Associate—Vice President University Relations

Changes
Tammie Pulak to Building Service Supervisor—Building Services
Rhonda Richards to Building Service Supervisor—Building Services
Mary Williams to Collections Specialist III—Bursar
Rhonda Wybourn to Deputy Director—Human Resource Services

Death
Terrie Beck, IT Support Associate—Information Security and Operations

Department Changes
Adrienne Arhos, Business/Administrative Associate to Capital Architecture Planning Safety
Angela Bollinger, Space Administrator II to Capital Architecture Planning Safety
Trisha Drake to Office Support Specialist in Registration Services
Timothy Kelly, Office Support Associate to Capital Architecture Planning Safety
Megan King, Space Administrator I to Capital Architecture Planning Safety
Barbara Kolb, Graphic Designer to Vice President University Relations
Patricia Lee to Office Support Associate in Campus Recreation
Jodi Long, Office Support Specialist to College of Liberal Arts and Sciences
Mary Lou Read-Dryer, Associate Publications Director to Vice President University Relations
Jeffrey Strohm, Graphic Designer Manager to Vice President University Relations
Lisa Vargen, Office Support Associate to Latino Resource Center
Eboni Winfield, Staff Clerk to Campus Recreation

Retirements
Paul Allanson, Data Processing Equipment Technician I—University Libraries
Clare Andres, Administrative Assistant I—Student Affairs and Enrollment Management
Mary Bausum, Medical Technologist II—Health Services
Guy Bays, Grounds Gardener Assistant—Grounds
Bonnie Benson, Collections Specialist II—Bursar
Jeanette Biava, Office Support Associate—College of Business
James Britz, Food Service Administrator III—Housing & Dining
Rick Buck, Building Service Worker—Building Services

William Burke, Equipment Service Supervisor—Housing & Dining
Florence Butler, Office Support Specialist—Art
Cindy Carls, Program Administrative Assistant—Admissions
Joyce Chaney, Business/Administrative Associate—Student Affairs and Enrollment Management
Carolyn Christiansen, IT Technical Associate—Information Services
Steven Clark, Lead Plant Stationary Engineer—Physical Plant
Jan Courtney, Office Manager—College of Engineering and Engineering Technology
Janean Craker, Computer Laboratory Coordinator—Customer Support Services
William Crowley, Building Service Worker—Building Services
Luann Dreska, Office Support Specialist—Kinesiology and Physical Education
Julia Fauci, Graphic Design Manager—University Press
Dolores Forney, Office Support Specialist—Nursing and Health Studies
Susan Freeman, IT Support Associate—Information Security and Operations
Ronald Fuller, Stationary Engineer—Physical Plant
Patricia Galvan, Library Assistant—University Libraries
Timothy Gleason, Automotive Technician—Transportation
Larry Gregersen, Senior Laboratory Mechanic—Chemistry and Biochemistry
Shirley Gustafson, Building Service Worker—Building Services
Sirena Hazleton, Food Service Administrator III—Housing & Dining
Pamela Hector, Purchasing Officer I—Procurement Services
Sheila Hoogkirk, Admissions/Records Specialist—Admissions
George Hughes, Buildings and Grounds Supervisor—Lorado Taft
Shirley Ionescu, Office Support Specialist—Nursing and Health Studies
Joyce James, Office Support Specialist—Intercollegiate Athletics
Linda Jennings, Publicity Promotion Specialist—Health Services
Kenn Klates, Garage Foreman—Transportation
Kathleen Krolo, Instructional Communications Programmer III—Art
Karyn Lovell, Bindery Worker II—Document Services
Shirley Mashare, Office Support Specialist—Diversity and Equity
Allan Metzger, Instrument Maker—College of Engineering and Engineering Technology
Joan Metzger, Senior Library Specialist—University Libraries
Welcome New Employees

Serena Anderson, Kitchen Helper—Housing & Dining
George Babos, IT Support Associate—Learning Center
Karen Benson, Office Support Specialist—Nursing and Health Studies
Barbara Brookfield, Kitchen Helper—Housing & Dining
Randy Carroll, Cook—Housing & Dining
April Carswell, Residence Hall Attendant—Public Safety
Asotawela Cleveland, Residence Hall Attendant—Public Safety
Bridget Dunlop, Residence Hall Attendant—Public Safety

Changes

Chiemi Bentley to Library Specialist—University Libraries
Janice Devore to Office Manager—Psychology
Michael Dryer to Food Service Administrator III—Housing & Dining
Jennifer Pietrandrea to Account Technician II—Intercollegiate Athletics
Brian Pringnitz to Food Service Administrator III—Housing & Dining
Ellen Smith to Assistant Chief Accountant—Controller
Patricia Yenerich to Office Manager—University Press

Department Changes

Susie Hill, Office Support Specialist to Art
Thomas Kapraun to Office Support Specialist in Mathematical Sciences
Cheryl Korth, Office Support Specialist to Kinesiology and Physical Education
Brian McCarthy, Food Service Sanitation Laborer to Housing and Dining
Alexander McConachie, Jr., Clerical Assistant to Northern Public Radio
Jerri Reynolds, Office Support Specialist to Communication
Heidi Rudolph, Administrative Assistant I to Media and Public Relations
Margaret Sloat to Office Manager in Sociology
Ruthann Yeaton to Office Administrator in Admissions

Separations

Lesli Buie, Office Support Specialist—Admissions
Fredrick Edmunds, Stationary Fireman Helper—Physical Plant
Amanda Grove, Building Service Worker—Building Services
Daniel Heaver, Library Assistant—University Libraries
Philip Holden, Building Service Worker—Building Services
Timothy Perry, Police Officer—Public Safety
James Pfister, Office Support Specialist—History
Paul Piatek, Computer Systems and Operations Specialist II—Information and Security
Nathaniel Rada, Accountant I—Campus Parking
Kyra Rider, Program Administrative Assistant—College of Business
Melissa Roseberg, Chief Clerk—Housing & Dining
Christine Sanders, Admissions/Records Representative—Registration and Records
Robert Stocksdale, Security Guard—Public Safety
Shawna Underwood, Office Support Specialist—Family, Consumer and Nutrition

Separations

Colleen Bowers, Clerical Assistant—NIU Outreach P-20
Reid Bruce, IT Support Associate—Customer Support Services
Kristine Coffin, Office Manager—Counseling and Student Development
Jill Davis-Kuzmanich, Office Support Associate—Leadership, Educational Psychology and Foundations
Irma Dixon, Police Telecommunicator—Public Safety
Benny Garbacz, Stationary Fireman—Physical Plant
Katie Gauthier, Program Administrative Assistant—International Programs
Patricia Guilfoyle, Office Support Specialist—Communication
Dana Holt, Cook—Housing & Dining
William Mashare, Food Service Sanitation Lab—Housing & Dining
Carol Webber, Office Support Specialist—Giorgi Law Clinic

August 2012
Service Awards

**JUNE 2012**

5 Years
Carole Balli—Health Services
Charmaine Hantsch—Chemistry and Biochemistry
Matthew Janouskovec—College of Business
David Scharenberg—Environmental Health and Safety
Greg Wilhelm—Building Services

15 Years
Gigi Beaird—Controller

20 Years
Brien Martin—Housing & Dining

25 Years
Atique Ahmed—Architecture and Engineering
Thomas Andrew—Information Services

35 Years
George Tarbay—Media Services

**JULY 2012**

5 Years
Leonard LeGrand—Student Athletic Support Services
August Milz—University Libraries
Rebecca Nates—Allied Health and Communicative Disorders

10 Years
Vickie Hueramo—Human Resource Services
Donna Schoo—Registration and Records

15 Years
Robert Pecherek—Physical Plant

**AUGUST 2012**

5 Years
Alan Crowley—Information Services
Stefanie Echols—Campus Child Care
Jacklyn Egolf—University Libraries
Janet Gianfrancesco—Procurement Services
Dora Irons-Welch—Bursar
Ninette Larson—Holmes Student Center
Duane Piller—Bursar
Annette Reyes—Procurement Services
Jessica Williams—University Libraries

10 Years
Theresa Braun—Access
Philip Johnson—Housing & Dining
James Mecklenburg—College of Business
Debra Rempfer—Student Financial Aid
Kim Roth—Holmes Student Center
Todd Schlosser—Information Services
Justin Tatro—Materials Management
Rhonda Vardman—Health Services
Carrie Williams—Controller

15 Years
Ronald Childers—Building Services
Margaret Crittenden—Information Services
J. Kapraun—Building Services
Lori Kocher—Admissions
Jerry Lane—Building Services
David Protano—Building Services
Sandra Schmidt—Health Services

20 Years
Patricia Collin—Admissions
Patrick Hillyer—NIU Net-Telecommunication Services

25 Years
Judy Burgess—Environmental Health and Safety
Jody Crocker—Health Services
Jean Klock—Housing & Dining

30 years
Carolyn Gradduck—Executive Vice President and Provost
Susan Minas—Division of Research and Graduate Studies

Oops...

In the last Northern Staff News it was reported that Ellen Hamrick became a Budget Analyst I in Finance and Facilities. She actually became a Budget Analyst II. We also reported that Phyllis Fitzgerald went to an Admissions/Records Representative when she actually went to an IT Technical Associate in the Division of Research and Graduate Studies. Our apologies for these errors.

StaffFest 50/50 Winner

The 50/50 winner from StaffFest was Thelma Holderness. Thelma won $85.50 and our Staff Dependent Award Scholarship fund is $85.50 richer too. Congratulations Thelma!