President’s Corner

As the academic year draws to a close, we look back at one of the most unusual years in NIU history. We started with a flood on move-in weekend. Then we had some of the worst winter weather in years. Then the unimaginable shooting tragedy and the other threats that followed.

Through it all, the Operating Staff kept things going. Whether out there sand bagging, shoveling snow, keeping the campus safe, tending the injured, feeding the masses, or just keeping life as normal as possible for the students – without you, none of this would have gone as smoothly as it did.

As we end the semester, let’s look forward to starting fresh in the fall. Use this summer to regenerate your souls and minds. One of the ways we will be doing this is with the Huskies on Parade program that was unveiled recently at the Community Appreciation Reception.

Huskies on Parade will celebrate the bond between NIU and the greater DeKalb/Sycamore community. Brightly painted Huskies will be placed around town. Individuals, businesses and organizations will contract with area artists to make a 40-inch tall dog and a 20-inch pup. The dog and pup will be painted identically. The Huskie pup will be returned to the Huskies on Parade committee for auction during NIU’s Homecoming weekend. Proceeds will go to the February 14 Scholarship Fund. For more information visit their website: www.huskiesonparade.com

Have a great summer!

Jay Monteiro, President
Operating Staff Council 2007-2008

Reminder About Community Quilt Squares

Just a gentle reminder that it’s not too late to turn in the community quilt square, in memory of the victims of the campus tragedy. They may be dropped off at the Information Desk, Founders Library, or sent there via campus mail or through the US mail system. Rebecca Martin headed up the Library Memorial Quilt committee and anyone with questions may call her at (815) 753-9896. Remember, the squares may be quilted, painted, stamped etc. and the finished quilt will be displayed in the library.

Faculty, Staff Can Obtain New-look NIU OneCards

Eligible faculty and staff can now obtain their new NIU OneCards.

To get new IDs, members of the faculty and staff should bring their current NIU OneCards to the OneCard Office, located on the lower level of the Holmes Student Center across from the University Bookstore, from 8:15 a.m. to 4 p.m. Monday through Friday.

Lost ID charges will apply for failure to return current cards. Call (815) 753-9569 for more information.

Operating Staff Names Outstanding Service Award Recipients

Four members of NIU’s Operating Staff were chosen to receive the Outstanding Service Award for 2008.

More than 1,700 employees make up the Civil Service staff. Each year, four are selected by a committee of their peers to receive the award of plaques and $1,500. They were honored at a Thursday, May 8, banquet.
Outstanding Service Award Recipients (cont.)

Here is a closer look at the recipients.

**Bonnie Anderson**

Behind every great administrator is a strong secretary, something that more than one director of graduate studies in the Department of English confirms about Bonnie Anderson.

The former admissions/record officer in the Graduate School knows the school’s policies and procedures by heart – and often by page number.

Only months into her 2005 appointment in English, she helped the new director to revise the graduate student handbook. When Betty J. Birner became director last fall, it was Anderson who explained the what, when, why and to whom.

“She is careful to give me the starring role,” Birner said. “She tells me it is her job to make me look good, and she does so with humor and humility.”

But it is Anderson’s caring that makes her special.

A “tireless advocate” for students, she opened her home the Sunday after Feb. 14 for students to gather, hug and bake cookies. She collects furniture for students’ apartments, accepts deliveries of their packages at her house and offers motherly comfort and advice.

She’s an LGBT Ally, a Relay for Life participant and a local musician. She’s an animal lover who laundered loads of towels and pet bedding for TAILS, sewed catnip toys and cleaned cages.

She’s an environmentalist who fills offices with plants, turns off unnecessary lights, recycles and conducts paperless graduate admissions.

“She leads by example,” Birner said, “and, in so doing, brings out the best in others.”

**Sharon Downen**

Sharon Downen is a woman of courage.

Downen, director of Internal Audit, is an investigator whose duty to “keep the institution out of trouble” occasionally gets university employees into trouble. It is not unusual for the auditing function to meet resistance and suspicion. Hers is a tough and thorny job, one that demands strict confidentiality and careful sensitivity.

Yet through her mental strength, personal integrity, positive attitude and hard-earned credibility, she is widely respected and uniformly well-liked.

“She has been involved in difficult situations where employees have misappropriated funds/assets,” said Abby Chemers, associate director for budget and planning in Finance and Facilities. “I have seen her appeal to managers to implement better procedures and policies to protect the university. In this awkward role, Sharon has earned much respect and developed life-long friendships.”

Downen is also a strong advocate of raising money and awareness for breast cancer research.

She trained vigorously for the Susan G. Komen Breast Cancer 3-Day walk, completed the 60 miles and raised more than $7,000 for research as her friends cheered.

One of NIU’s “25 Amazing Women,” Downen is also an exemplary supervisor and role model for her staff. She assisted with the implementation of PeopleSoft and helped develop and present workshops on cash handling, managing cash operations and even effective meetings.

She also serves on the Gurler Heritage Association, delivers Meals on Wheels and is active in her church.

**Joy Hadley**

When Department of Mechanical Engineering faculty scamper to secretary Joy Hadley’s desk with last-minute typing needs, whether exams for students or papers almost past deadline for conferences, she always has the same response.

“I have never heard her say no,” associate professor Abhijit Gupta said. “With a smiling face, she will accommodate our requests, even though it may mean shortening the time for her lunch or extending her work day.”

Hadley also has near daily contact with the department’s 400 undergraduates, helping them to register for courses, locate faculty and advisers or apply for graduation. Hers is the first face new students encounter at orientation, where she scoops ice cream; they later glimpse her in the audience during Senior Design Day and hug her each fall in the Homecoming tent.

Faculty often seek Hadley’s guidance and knowledge on curriculum and student-related issues. She volunteers as a proctor for the Worldwide Youth in Science and Engineering competitions on campus.

Hadley is an ardent fan of Huskie basketball, a season ticket holder for NIU theater events and a School of Music aficionado who attends several concerts.

The 44-year DeKalb resident also is active in the Pleasant Street Neighborhood Association, a chaperone to the Children’s Community Theater and a member of Stagecoach Theater. She serves Westminster Presbyterian Church in leadership, musical and educational capacities, delivers Meals on Wheels and accompanied local youth choirs Dee’s Dreamers and Dee’s Darlings.

**Mary Hamell**

A crystal ball might have come in handy this year at NIU’s CPA Review, where Mary Hamell is clerk chief IV.

But Hamell’s thoughtfulness and dedicated performance in times of trouble shone brightly even without a peek into the future: Hamell’s boss, Debra Hopkins, suffered the death of a parent, became sick herself and later broke several bones.

“She kept our 1,000-plus students on an even keel. She delivered work to my home when I was unable to walk, she worked independently and she made decisions that always put the learner’s needs in the forefront,” Hopkins said. “She kept our operation running as if nothing had happened.”

Plenty happens in Hamell’s office even in a normal year.

Hamell trains about 15 site assistants each year, procures handout materials for 22 classes and organizes and delivers materials to DeKalb, Chicago, Hoffman Estates and Naperville. Much of is done on weekends and evenings, when the classes meet.

(continued on next page)
Her service to the College of Business extends to membership on the facility committee, which works to maintain Barsema Hall for future students. She is the current president of Beta Sigma Phi sorority. The sorority’s primary focus is to community service projects. She also is a member and past officer of PEO, which is a philanthropic organization where women celebrate the advancement of women through education and scholarships. Hamell also enjoyed serving two years as commissioner of NIU’s golf league.

Employment Changes

March 2008

Welcome New Employees
Matthew Barker, Kitchen Helper—Housing and Dining
Leslie Eberly, Kitchen Helper—Housing and Dining
Michael Engelman, Building Service Worker—Holmes Student Center
Logan Halstead, Building Service Worker—Holmes Student Center
Brandon Mathesius, Kitchen Helper—Housing and Dining
Gina Shannon, Secretary IV—Allied Health and Communicative Disorders

Changes
Beth McCarron to Ambulatory Care Assistant—Allied Health and Communicative Disorders
Scot Ostrander to Food Service Administrator II—Housing and Dining
Charisma Turner to Library Assistant—University Libraries
Catherine Watson to Account Technician II—Bursar

Changes in Department
Barbara Coulter, Secretary III to Registration and Contract Services
Lorraine Scurti, Secretary IV to History

Separations
Swen Bergstrand, Food Service Administrator II—Housing and Dining
Denise Gualandri, Secretary IV—Music
Krista Kennedy, Admissions/Records Representative—Registration and Records
Laura Keyes, Secretary III—College of Law

April 2008

Welcome New Employees
John Barnett, Police Officer—Public Safety
Tracye Batteast, Jr., Police Telecommunicator—Public Safety
Jason Geils, Security Guard—Public Safety
Dennis Grant, Police Officer—Public Safety
Daniel Heaver, Library Assistant—University Libraries
Cheri Kohle, Office Support Specialist—Communication
Michael Krijsmanitz, Police Telecommunicator—Public Safety
Daniel Leitner, Police Officer—Public Safety
Kimberlee Lippman, Mailing Equipment Operator/Expediter I—Materials Management
Heather Mashare, Office Support Assistant—Mathematical Sciences
Abigail Mogge, Clerk—Northern Public Radio
Michael Moore, Police Officer—Public Safety
Joshua Pincombe, Stationary Fireman Helper—Physical Plant
Michelle Reed, Police Officer—Public Safety
Christian Schock, Police Officer—Public Safety
Amber Shafer, Kitchen Helper—Housing and Dining
Judith Stecker, Account Technician I—Controller
Darren Walker, Police Officer—Public Safety
Cathy Walker-Searcy, Admissions/Records Officer—Vice President Research and Dean of Graduate School
Sean Woyona, Police Telecommunicator—Public Safety

Changes
Ronald Barshinger to Library Operations Associate—University Libraries
Clifford Benson to Facilities Manager—Physical Plant
Lucinda Brunner to Police Sergeant—Public Safety
Cheryl Hauptman to Senior Library Specialist—University Libraries
Judy Hendrickson to Office Manager—History
Jason John to Police Sergeant—Public Safety
Karrie Kirk to Program Administrative Assistant—Intercollegiate Athletics
Julie Miller to IT Technical Associate—Sponsored Projects
Jennifer Morgan to Office Support Associate—College of Health and Human Sciences
Donald Rodman to Police Sergeant—Public Safety
Charlene Smith to Accountant I—Controller

Name Changes
Lisa Gambino to Lisa Allison, Office Support Specialist—Registration and Records
Bonnie Schaefer to Bonnie Webb, Cashier III—Bursar

Title Changes
All Secretaries had a title change in April:
Secretary II to Office Support Assistant
Secretary III to Office Support Associate
Secretary IV to Office Support Specialist
Staff Secretary to Office Manager
Administrative Secretary to Office Administrator

Death
Daniel Edwards, Glass Blower—Chemistry and Biochemistry

Retirements
Dorothy Bierman, Cooks Helper—Housing and Dining
James Hermes, Electrician Foreman—Physical Plant
Mary Houghtby, Account Technician II—Controller
Helga Keding, Cooks Helper—Housing and Dining

Separations
Kenji Amos, Financial Aid Advisor I—Student Financial Aid
Sarah Carmichael, Kitchen Helper—Housing and Dining
Darla Diem, Building Service Worker—Building Services
Kim Fannon, Building Service Worker—Building Services
Jodine Harris, Cook—Housing and Dining

Service Awards

March 2008

5 Years
Rachael Muszynski—Public Safety
Ann Apple—Bursar

10 Years
Claudia Bank—School of Business Management (IASBO)
Kathryn Minick—NIUTEL Telecom Services
Brad Strever—Physical Plant
Yvette Lubbers—Campus Parking
Dolores Forney—Nursing and Health Studies
Hope Montavon—Registration and Records
Daniel Dirker—Building Services

15 Years
David Farley—Physical Plant
Jo Ellen Montavon—University Libraries
Robert Poggensee—Grounds
Volunteers Needed for 2008 Opening Day

NIU Housing and Dining is recruiting volunteers to welcome students back to campus on Opening Day, scheduled for Thursday, Aug. 21, 2008.

Faculty and staff are needed to drive the golf carts that will help students move their belongings from parking lots to residence halls. Volunteers can sign up for morning or afternoon shifts or an all-day shift.

Faculty and staff can also participate in the Huskies Helping Huskies program, which stations volunteers at kiosks around campus on the first two days of classes (Monday, Aug. 25, and Tuesday, Aug. 26) to answer questions and offer directions. Volunteers are also being sought for the House Calls program, in which faculty and staff visit students in residence halls during the evening of Monday, Aug. 25, to answer questions and make sure their transition to campus is going smoothly.

For more information, or to volunteer for any of these tasks, visit the Housing and Dining Web site at www.housing.niu.edu and click on the link for Team NIU.

StaffFest ‘08

There has been quite a large response to our StaffFest invitations. If you happen to know someone that did not receive an invitation, please let me know and I will be happy to send them one. Or better yet, just use the coupon below. See you August 7th at the Holmes Student Center Duke Ellington Ballroom.

LaRonda Thuestad
Grants Fiscal Admin
201 Lowden Hall
753-1576

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StaffFest 2008

Name ____________________________
Department ____________________________
Or Address ____________________________
Town ____________________________

Food Choices: (Please circle) Chicken  Ribeye  Vegetarian  No Entree

Food tickets will be mailed on/around July 28, 2008