Minutes
Operating Staff Council
October 6, 2016
Sky Room – 9:00 a.m.


Absent: Colleen Leonard

Guests: Zach Bohn, Ian Crone, Liz Guess, Sarah Klaper, Celeste Latham, Rose Miller

I. Call to Order
President Holly Nicholson called the regular meeting of the OSC to order at 8:58 A.M.

II. Roll Call
Attendance was recorded by Stacey Bivens.

III. Approval of Agenda
A motion was made by Raices to accept the agenda as amended. The motion was seconded by Bollinger and passed by unanimous vote.

IV. Approval of September 1, 2016, minutes
Before approving the minutes, Liberty-Baczek commented that for future reference, the council could be more conscientious of using gender-neutral pronouns, such as “they, them, and theirs,” as opposed to using gender-specific pronouns. Discussion ensued about the importance of this topic. A motion was made by Kozumplik to accept the September 1, 2016, minutes. The motion was seconded by Wielert and passed by unanimous vote.

V. Treasurer’s Report
Davis has spoken with former treasurer Bohn. There is one line item from catering that remains on the report. Currently, the accounts are still monitored by Bohn.

VI. Visiting Committees/Guests
Ian Crone, the new director for the Holmes Student Center (HSC), was the first guest presenter. Crone requested that everyone in the meeting introduce themselves; share what brings them to the HSC, what they enjoy about the HSC, and what they think the HSC can do differently. A handout was distributed that gave different definitions of what a
“student center” should be. Crone mentioned that a student center is a student union, a place for motivated engagement, a laboratory for learning, and a gathering place for the university. Crone talked about and answered questions regarding the renovation of the HSC. Money for the renovation will come from Build America Bonds. These can only be used for non-instructional buildings and will have no impact on student tuition or fees. Andree asked how the bonds would be repaid. Crone replied that HSC revenue will be used to pay back the money owed. Bollinger added that bonds were sold in 2010 in order to build New Hall. Crone explained that engineering and architect guidelines are currently being reviewed. The first phase will look at dining options and relocating some student activity offices from around campus to the HSC.

The next guest was Guiseppe Lagioia, President of NIU’s Student Association (SA). He explained the SA has been working with the NIU Athletics department to encourage NIU students to go to games. Also, another central focus of the SA this year is to address diversity issues on campus. Hulseberg asked if the SA was involved with the university’s retention efforts, since it seemed that the SA would be a natural choice to do this. Lagioia answered “yes and no,” explaining that the SA is aimed more toward improving retention through increasing student involvement. Andree inquired if the SA had a centralized way to communicate with students. Lagioia said that the SA has been pretty successful using social media like Facebook, but there are no mailing lists available to them. The SA has also sponsored Bystander Intervention Training, and is working with the Department of Wellness Promotion as well.

Next, Liz Guess, Director, Insurance and Benefits in Human Resource Services (HRS), spoke about the new My Benefits Marketplace for NIU employees. The site went live on September 30. The website is: www.MyBenefits.illinois.gov. Guess explained that many Human Resource Services insurance forms are being taken off the website, so all NIU employees are being encouraged to register with the new online portal. This website will allow employees to enroll, update, and manage their insurance through the state of Illinois. New hires will now have 30 days instead of 10 to enroll in a health insurance plan. If they do not choose one, they will default into Quality Care. Child/life insurance will no longer require medical underwriting, and all children will be covered by health insurance as long as the employee has added Child/life for a child in the past. Guess distributed business cards that listed the customer service number (844-251-1777; toll-free). Bohn asked if the customer service representatives were only for technical support or if they knew the products. Guess explained that they are working on learning the products.

VII. Public Comment
None
VIII. Announcements/Correspondence
A. Leonard announced that photos of “Double Huskies” – couples who met here at NIU, and later went on to marry – are being sought for homecoming.

B. November OSC Meeting
   There was discussion about the location of the November OSC meeting, because the Sky Room was not available.

C. The NIU Annuitants Association (NIUAA) – Presentation
   The NIUAA is holding an informational meeting on Wednesday, November 16 at 4:40 P.M. in the Carl Sandberg Auditorium. John Carr, a State Universities Annuitants Association attorney, will be holding an informational session and fielding questions regarding various matters as they relate to past and current NIU employees.

Klaper shared that there is a possibility of student protests on campus the week of October 10, and throughout the semester. If the protests do take place, they are supposed to be peaceful and demonstrational. In case groups enter buildings, Klaper emphasized that faculty and staff should stay calm, and only call the non-emergency University Police, Vernese Edghill-Walden, or Kelley Wesener-Michael if it’s felt the situation warrants it. This should only be if safety issues arise, such as blocked exits, etc.

IX. President’s Reports
A. Board of Trustees
   Nicholson reported that the public portion of the Board of Trustees (BoT) meeting in September was very short. Refer to the BoT website for meeting minutes and items.

B. Faculty Senate
   No report

C. Supportive Professional Staff Council (SPSC)
   No report

D. University Council
   Nicholson reported that the UC mainly discussed Program Prioritization. They also discussed faculty hires that stemmed from Program Prioritization; 59 out of 124 positions have been approved. Sarah Klaper, University Ombudsperson, gave a presentation.

X. Committee Reports
A. Council of Councils Ad Hoc Committee
Nicholson gave an update. The exact date for this event is unable to be determined at this time. The committee would like to reserve the Barsema Alumni and Visitors Center, and a room in the Holmes Student Center, but will not be able to do so until early spring.

B. Elections and Appointments
Monteiro reported. The committee discussed the fact that the OSC currently has no alternates, and that the policy for filling these vacancies is not defined. This might be something best handled by the Legislative Committee. There are three vacancies on various university committees and commissions, but only two interest letters have been received.

Vicki Wronkowski, an Operating Staff (OS) employee, wrote to express interest in the Student Diversity, Equity and Inclusion Advisory Committee. The application letter and bio were read out loud to the council. Monteiro asked for a motion to accept the application. A motion was made by Hulseberg to accept Vicki Wronkowski’s application to serve on the Student Diversity, Equity and Inclusion Advisory Committee. The motion was seconded by Raices and passed by unanimous vote.

Jeffry Royce, OS employee, applied for the vacancy on the Parking Appeals Committee. The application letter and bio were read out loud to the council. Monteiro asked for a motion to accept the application. A motion was made by Bollinger to accept Jeffry Royce’s application for the Parking Appeals Committee. The motion was seconded by Cabrera and passed by unanimous vote.

The only remaining vacancy is on the Student Conduct Board. Elections and Appointments wants to edit the university committee sheets to clarify to applicants that they are not members of the OSC if they were elected to a committee.

C. Employee Morale
Kozumplik reported. Joe Grush of the NIU Annuitants Association will be joining the committee in October to discuss ways that the council can assist the NIUAA with outreach to new members. Refer to the committee report in the OSC October agenda for further updates.

D. Legislative Committee
Hulseberg reported. The Executive Committee needs to create 2.16 in the OSC bylaws to establish the Legislative Committee. In addition, a decision must be made about whether or not OSC alternate members have the ability to vote of their own free will, or if they are
to act as a proxy and vote on behalf of the OSC member they’re attending the meeting for.

E. Public Relations/Activities
Andrée reported. The Giving Project is ongoing and meets every other Thursday, and anyone can participate. Blankets and hats completed as part of the project are being given to the Huskie Pantry and NIU Public Safety. The OSC brochure is being worked on to include information about the Giving Project. Hulseberg noted that Human Resource Services is no longer distributing large new employee packets. One person whom the council could contact is Mike Stang, Acting Assistant Vice President of Student Affairs in Student Services and Enrollment Management. Stang would be able to guide underserved students to the resources that are being created.

F. Workplace Issues
Bollinger reported. Bollinger was elected as chair, and the committee will explore out-of-the-box thinking to discuss ideas for professional development for Operating Staff employees. Refer to the committee report in the OSC October agenda for further updates.

G. Administrative Professionals Advisory Council
No report

H. Employee Advisory Committee (EAC)
No report

I. University Advisory Committee (UAC)
No report

XI. Prior Business
A. Treasurer’s Position
Tabled until November 3, 2016, OSC meeting

XII. New Business

XIII. Adjournment
A motion was made by Kozumplik to adjourn the meeting. The motion was seconded by Wyzard and passed by unanimous vote. The meeting adjourned at 10:53 A.M.

Respectfully submitted,
Stacey Bivens
Operating Staff Council Secretary