

**Minutes**  
**Operating Staff Council**  
July 6, 2017  
**Sky Room – 9:00 A. M.**

*Present:* Barb Andree, Stacey Bivens, Angela Bollinger, Nancy Brown, Ellen Cabrera, Leah Davis, John Hulseberg, Cindy Kozumplik, Colleen Leonard, Katja Marjetic, Brian Mihalik, Jay Monteiro, Holly Nicholson, Pamela Pittman, Jeffrey Royce, Patricia Wielert, Mary Wyzard

*Absent:* Angelica Gutierrez-Vargas,

*Guests:* Catherine Doederlein, Sarah Klaper, Frances Mitchell, Linda Saborío

**I. Call to Order**

President Nicholson called the regular meeting of the OSC to order at 9:00 A.M.

**II. Roll Call**

Attendance was recorded by Stacey Bivens.

**III. Approval of Agenda**

A motion was made by Andree to accept the agenda as amended. The motion was seconded by Kozumplik and passed by unanimous vote.

**IV. Approval of June 1, 2017, minutes**

A motion was made by Cabrera to accept the June 1, 2017, minutes. The motion was seconded by Wielert and passed by unanimous vote.

**V. Treasurer's Report**

Davis reported. Davis pointed out that the \$25 catering charge for June was not available yet, so it was not reflected in the report. Wielert mentioned that the bill from Aqua Express for the dunk tank for the Civil Service Celebration has not been received yet, so that was not on the report either. A misspelling was pointed out on the report, and Davis commented that she would send out an updated report with a correction. A motion was made by Royce to accept the Treasurer's report as amended. The motion was seconded by Kozumplik and passed by unanimous vote.

**VI. Visiting Committees/Guests**

None

**VII. Public Comment**

None

## **VIII. Announcements/Correspondence**

Nicholson explained that anyone who is a member of the NIU Annuitants Association (NIUAA) is also a member of the State Universities Annuitants Association (SUAA). There is now an app. which gives 1-2 sentence updates on the Annuitants Association. Get on the Association's e-mail list to get information regarding the app.

Nicholson welcomed Professor Linda Saborío, the new Faculty Senate President and Executive Secretary to the University Council.

Nicholson also announced that Acting NIU President Lisa Freeman will be attending the August 3, 2017, OSC meeting, from 9:00-10:00 A.M. Anyone who wants to submit questions should do so by July 14. The incoming OSC President will be working with Matt Streb, Chief Of Staff. Nicholson thanked OSC members for their support. OSC has earned the respect of the university administration, but we still need to push for greater transparency.

Abby Dean from Marketing and Creative Services and Katy Saalfeld from Admissions are still working on the action points from the retreat held in May.

Dr. Baker's 360° review can now be viewed online:

[http://niu.edu/board/\\_pdf/baker-360-evaluation.pdf](http://niu.edu/board/_pdf/baker-360-evaluation.pdf)

## **IX. President's Reports**

### **A. Board of Trustees**

Met June 15, 2017. Dr. Baker resigned at the beginning of the meeting. Executive Vice President and Provost Lisa Freeman is now Acting President of NIU, while Chris McCord is now Acting Provost. During the Board of Trustees meeting, OSC President Nicholson spoke about "amplifying positive voices," and concentrating on the many good things about NIU. Her words were very well-received, and she received lengthy applause from the majority of those attending the meeting.

The position for the Dean of the College of Liberal Arts and Sciences is still open. Mark Cordes is now Acting Dean of the Law School.

Greg Long spoke about the Freedom of Information Act. NIU has more FOIA requests than any other state university (other than the University of Illinois which is several times larger than NIU). These multiple FOIA requests, some of which appear to be made purely in hope of finding incriminating information, cost NIU a great deal of money in time and materials.

## B. Faculty Senate

No report

## C. Supportive Professional Staff Council (SPSC)

No report. However, Doederlein thanked the OSC for doing the work to get its Personnel Advisor. Now that the faculty has a union, the supportive professional staff will need its own personnel advisor.

## D. University Council

No report

## **X. Committee Reports**

### A. Council of Councils Ad Hoc Committee

Met June 28, 2017. The committee chose promotional items. Guests will receive notebooks with a pen. Food choices have been made.

### B. Elections and Appointments

Did not meet. Election for the OSC Executive Committee was held with the following results:

President: Barb Andree

Prior to the vote for vice president, Hulseberg motioned that candidates speak to why they would be best for that position. The motion was seconded by Wielert and passed by vote.

Vice President: Holly Nicholson

Parliamentarian: Jay Monteiro

During the June meeting, nominations for the positions of Secretary and Treasurer were taken, and the only OSC members who did not turn down the nominations, and were unopposed, were incumbents Stacey Bivens (Secretary) and Leah Davis (Treasurer), who will keep their positions for the coming year. Hulseberg made a motion that Bivens and Davis be officially elected to their positions. The motion was seconded by Bollinger and passed by unanimous vote. In regard to OSC committees, Mitchell will send information about each committee to the council members, and then a sign-up sheet will be sent around at the August OSC meeting. Each OSC member is required to serve on at least one committee. OSC members were elected to the University Council. They are 1) Barb Andree (President), and 2) Holly Nicholson (Vice President). Those OSC members elected as alternates are 1) Jeffry Royce, and 2) Pat Wielert.

In addition, there is a need for operating staff employees to serve on commissions. A paragraph asking for employees to fill these openings will be placed in the next Northern Staff News.

Monteiro received an application from Trevor Rogneby for an opening on the Student Conduct Board. Monteiro read the application to the OSC. After discussion, Nicholson moved to appoint Rogneby to the Student Conduct Board. The motion was seconded by Pittman and passed by unanimous vote.

#### C. Employee Morale

Did not meet.

#### D. Executive Committee

Met June 29, 2017. Discussed the OSC executive officer election process, and the transition of the NIU administration.

#### E. Legislative Committee

Did not meet.

#### F. Public Relations/Activities

Did not meet. Will be demonstrating crochet at the Civil Service Celebration event on August 10.

#### G. StaffFest / Civil Service Celebration

Brown reported. She sent around a sign-up sheet for OSC members to volunteer for various activities/tasks at the Civil Service Celebration.

#### H. Workplace Issues

Bollinger reported. The committee is planning to do a campus-wide survey with questions that focus on the current campus environment. Bollinger said that Nicholson has been helping formulate questions for the survey.

#### I. Administrative Professionals Advisory Council (APAC)

No report. Wielert shared that APAC is assisting OSC with the Civil Service Celebration.

#### J. Employee Advisory Committee (EAC)

Bivens shared a report sent out by Andy Small, Chair of EAC. The report mentioned the change in leadership in the Merit Board, with Trustee Montgomery from University of Illinois stepping down, and Trustee Cole from the University of Illinois at Chicago elected the new chair, and Trustee Major General (ret.) Thomas from Southern Illinois University elected vice chair. The University of Illinois is asking the Merit Board to consider the definition of a civil service employee, with the intention of challenging the definition that employees are civil service unless

exempted out. Changing this definition would affect all civil service state university employees, possibly affecting job protection among other things.

#### **K. University Advisory Committee (UAC)**

Nicholson reported. The Board of Trustees is very open to input in the search for a new president for NIU. The Faculty Senate, OSC, and SPSC presidents are being included and asked for input more and more.

### **XI. Prior Business**

None

### **XII. New Business**

#### **A. Operating Staff Personnel Advisor (OSPA) Review**

John Hulseberg, the Operating Staff Personnel Advisor, presented a report of his first year in this position. He gave several examples of the kind of cases he has handled and their outcome, and the various people he has worked for and with, to reach resolutions on cases. Hulseberg discovered that 10% release time is not enough to handle all the responsibilities this position entails, and asked for more time, but was refused. As time was running short, it was decided to put the OSPA discussion on the August agenda under Prior Business. A motion was made by Bollinger to retain Hulseberg as OSPA until July 2018. The motion was seconded by Leonard and passed by unanimous vote.

### **XIII. Adjournment**

A motion was made by Pittman to adjourn the meeting. The motion was seconded by Wyzard and passed by unanimous vote.

The meeting adjourned at 11:07 A.M.

Respectfully submitted,  
Stacey Bivens, Secretary  
Operating Staff Council