

Minutes
Operating Staff Council
June 1, 2017
Sky Room – 9:00 A. M.

Present: Barb Andree, Stacey Bivens, Angela Bollinger, Nancy Brown, Ellen Cabrera, Leah Davis, Cindy Kozumplik, Patricia Liberty-Baczek, Jay Monteiro, Holly Nicholson, Pamela Pittman, Carlos Raices, Patricia Wielert, Mary Wyzard

Absent: Angelica Gutierrez-Vargas, John Hulseberg, Colleen Leonard

Guests: Amanda Carew, Catherine Doederlein, Greg Long, Katja Marjetic, Brian Mihalik, Frances Mitchell, Jeffry Royce, Linda Saborío, Vicki Wronkowski, Rhonda Wybourn

I. Call to Order

President Nicholson called the regular meeting of the OSC to order at 9:05 A.M.

II. Roll Call

Attendance was recorded by Stacey Bivens.

III. Approval of Agenda

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

IV. Approval of May 4, 2017, minutes

A motion was made by Cabrera to accept the May 4, 2017, minutes. The motion was seconded by Wielert and passed by unanimous vote.

V. Treasurer's Report

Davis reported. Davis pointed out that the new line item was the \$25 catering charge. Andree asked how one could get an accounting of the Operating Staff Dependent Scholarship fund. Andree was told that she could get a report from the NIU Foundation. A motion was made by Raices to accept the Treasurer's report. The motion was seconded by Wyzard and passed by unanimous vote.

VI. Visiting Committees/Guests

None

VII. Public Comment

None

VIII. Announcements/Correspondence

The OSC welcomed newly-elected members Brian Mihalik and Jeffry Royce, and alternates Amanda Carew and Katja Marjetic.

Patricia Liberty-Baczek and Carlos Raices are leaving council, and to thank them for their service and time, were presented with certificates and thank you cards.

OSC presented Greg Long with a memory book in appreciation of his role as mentor and advocate for staff and faculty.

Monteiro announced that Rhonda Wybourn will be retiring at the end of June after 36 years of service to NIU. Wybourn was congratulated and given a standing ovation.

Frances Mitchell compiled notes from the May 15 retreat. President Baker was energized by this gathering and the ideas that came from it. According to a brand survey, current NIU students are happy here, however NIU staff are not satisfied. Kozumplik asked when this survey was taken. Nicholson replied that it had been done a while ago. Kozumplik suggested the survey be redone before another retreat takes place, and that our staff conduct the survey instead of hiring an outside company.

Nicholson read the results of the Office of the Executive Inspector General (OEIG)'s report on President Baker and possible ethics violations. The OEIG has been investigating the hiring of affiliate employees, and sent the review to the Board of Trustees in August 2016, and to the Executive Ethics Commission (EEC), which decides when reports are made public. According to the report, no ethical or legal violations were found, and no fines will be levied. The report says that the affiliate employee category was used improperly, and travel expenses were promised to these employees, which is not allowed. The OEIG believes this was done intentionally, but at the same time says there were no ethics violations. The OEIG considers the case closed.

According to Greg Long, all the data has been collected for Dr. Baker's 360° review, and the Board of Trustees has received the report. The president's position is actually Supportive Professional Staff, and he does not need to know the status of his contract until June 30, 2018, although he will likely be told much sooner.

Long feels that the ethics investigation is a strong argument for a policy librarian to curate and streamline the Policy Library. This will ensure there are not duplicate or multiple policies that can be chosen from, as in the case of affiliate or temporary employees. The request for a Policy Librarian in is President Baker's office now.

IX. President's Reports

A. [Board of Trustees](#)

Met May 18, 2017. Discussed facilities improvement update. The boilers at the heating plant are 62 years old and at the end of their lifespan. There has been discussion about consolidating the heating plant into one building. Liberty-Baczek asked if sustainability options have been mentioned. Have wind turbines or solar been considered? Bollinger answered that these options have been contemplated, however the payback after installation is 50-60 years.

B. Faculty Senate

No report

C. Supportive Professional Staff Council (SPSC)

No report

D. University Council

No report

X. Committee Reports

A. Council of Councils Ad Hoc Committee

Council of Councils will take place Friday, October 20, 2017. The Council of Councils always coincides with the October Employee Advisory Committee (EAC) meeting, so there will be a dinner the night before on October 19, to accommodate EAC members as well as any university employees who have traveled to NIU for Council of Councils. Nicholson has asked Dr. Baker to be the first speaker of the day. The committee wanted to offer the attendees something quintessentially NIU for entertainment and, after meeting with Liam Teague and Reggie Thomas from the School of Music, has arranged for members of the NIU Steelband and Jazz Ensemble to perform.

B. Elections and Appointments

Monteiro reported. The committee discussed electronic voting. There were 178 votes total for the OSC election, which is only a few more than last year when paper ballots were used. Nominations for officers were turned in. Nominations were as follows:

President: Barb Andree, Angela Bollinger, Mary Wyzard

Vice-president: Angela Bollinger, Nancy Brown, Cindy Kozumplik, Jay Monteiro, Holly Nicholson, Jeffrey Royce, Pat Wielert, Mary Wyzard

Parliamentarian: Barb Andree, Angela Bollinger, Angela Gutierrez-Vargas, Cindy Kozumplik, Jay Monteiro, Pat Wielert

Nominations for the positions of Secretary and Treasurer were taken, and the only OSC members who did not turn down the nominations were incumbents Stacey Bivens (Secretary) and Leah Davis (Treasurer), who will keep their positions for the coming year. A motion was made by Nicholson that candidates running for OSC President should submit a letter of intention. The motion was seconded by Brown and passed by vote with two abstentions.

C. Employee Morale

Kozumplik reported. She explained the committee had spent around six months mulling over all aspects of the Birthday Proposal, and shared that she had taken the OSC's suggestion that the Employee Morale Committee work with the SPS Council on this issue. To that end, Kozumplik attended a meeting of the SPS Council's Workplace Issues committee, and brought up the Birthday Proposal there. Several issues were brought up, including the fact that some employees have birthdays that occur during the holiday shutdown, and some do not celebrate their birthdays. It was suggested to refer to it as a personal day. Other ideas included a coupon book, or a day to save, a day to give.

D. Executive Committee

No report

E. Legislative Committee

No report

F. Public Relations/Activities

No report.

G. StaffFest

Brown reported. This year the StaffFest outdoor activities will be streamed live into the Ballroom free of charge. Several people have already stepped up to be in the dunk tank.

H. Workplace Issues

Bollinger reported. The committee is planning to do a campus-wide survey with questions that focus on the current campus environment. Andree asked how the trades and building service workers will access computers to complete the survey since it seems they did not have access to vote in the OSC election. Bollinger feels that there is computer access, but employees are not being encouraged or given time to vote or check e-mail. Bollinger also feels confident that she can work with John Heckmann to ensure that employees in the trades and building services will receive notices about the survey, and be given computer access to complete it. Wyzard suggested having

computers available at StaffFest so employees can complete the survey there, while Kozumplik felt it is a good idea to have a few paper copies of the survey available as well.

I. Administrative Professionals Advisory Council (APAC)

No report

J. Employee Advisory Committee (EAC)

No report

K. University Advisory Committee

No report

XI. Prior Business

None

XII. New Business

None

XIII. Adjournment

A motion was made by Raices to adjourn the meeting. The motion was seconded by Kozumplik and passed by vote with one abstention.

The meeting adjourned at 11:05 A.M.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council