Minutes  
Operating Staff Council  
December 5, 2019  
Sky Room – 9:00 a.m.  
Approved January 9, 2020


Absent: Rave Meyer, Nancy Skelley, Debbie Williams

Guests: Matt Medwecky, Miriah Ranken, Sabrina Self

I. Call to Order
President Royce 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 Wielert to accept the agenda. The motion was seconded by Smith and passed by unanimous vote.

IV. Approval of November 7, 2019, minutes
A motion was made by Wielert to accept the November 7, 2019, minutes. The motion was seconded by Berg and passed by unanimous vote.

V. Treasurer’s Report
Wielert reported. A motion was made by Hulseberg to approve the report. The motion was seconded by Kozumplik and passed by unanimous vote.

VI. Visiting Committees/Guests
There were no visiting committees or guests.

VII. Public Comment
None

VIII. Announcements/Correspondence
A. Human Resource Services (HRS)
Ranken reported. A new service desk employee has been hired and will start in January. Vicky Guzman is the new Assistant Manager for Temporary
B. Cindy Kozumplik: NIU 125th Anniversary Activities
The kick-off for the anniversary activities will take place on Thursday, January 30, 2020, from 3:00 to 6:00 p.m. A student oral history program will be presented starting at 4:00 p.m. on Monday, December 9, 2019, in the Sky Room in the Holmes Student Center.

IX. Shared Governance Reports
A. Board of Trustees
Meeting at the same time as OSC. At its November 14, 2019, meeting, the board approved several recommendations, including elevator upgrades for the Holmes Student Center. The board approved the latest faculty collective bargaining agreement. At the meeting, Royce commented that many operating staff are not covered by collective bargaining agreements.

B. Student Government Association (SGA)
Self reported. The Student Association has changed its name to Student Government Association. They will be moving on December 6, 2019, from the Campus Life Building to the Holmes Student Center. The positions of Director of Mass Transit and Election Commissioner have both been filled. There are still 19 seats open on the SGA. Self said they want a diverse group of people. She is working with the mayor and city manager of DeKalb on sustainability issues.

C. Faculty Senate
Met November 14, 2019. Reviewed its role in shared governance. Also discussed curricular issues.

D. Supportive Professional Staff Council (SPSC)
Self reported. The SPS Council is finishing its surveys. It is continuing to discuss the SPS to Civil Service transitions. There was a report on the SPS Dependent Scholarship Fund, and a second reading regarding the make-up of the scholarship committee.

E. University Council
Yates reported. Klaper’s concern with the Clery Act was reported. The Council discussed NIU bylaw 15.9 and changes in requirements for admission to NIU, specifically, no longer requiring ACT or SAT scores. Regarding shared governance reorganization, the Rules, Governance and Elections committee is trying to get everyone on the same page so that no one feels railroaded. There is concern about Kendall Thu’s reelection. If he is not elected again, what if his
successor doesn’t want to continue to work on the issue of shared governance reorganization? Royce believes that the University Council should agree to and vote on the shared governance change this coming spring.

F. University Advisory Committee (UAC)
Met November 7, 2019. Discussed the reorganization of the University Council and shared governance, as well as the Supportive Professional Staff to Civil Service transitions.

X. Committee Reports
A. Elections and Appointments
Did not meet. Monteiro reported. There has been an issue about notifying Civil Service employees once they’ve been placed on university committees. University Council would like OSC to hold our yearly election before the end of the school year.

B. Legislative Committee
No report

C. Public Relations/Activities Committee
Ayres reported. The committee discussed the Outstanding Service Award as it related to SPS employees who have transitioned to Civil Service. It was decided that any former Supportive Professional Staff employee who served for seven years, and has not already received the SPS equivalent award, is eligible. This will be put in the OSC bylaws. The Giving Project has a wish list of needed materials. Ayres said she would e-mail a copy of the project’s brochure for people to share in their work areas. The committee is also planning to host another spring bowling event.

D. Workplace Issues
No report

E. Administrative Professionals Advisory Council (APAC)
Ranken reported. The annual Administrative Professionals Day Breakfast will be held from 8:00 to 10:00 a.m. on April 22, 2020, at the Barsema Alumni Visitors Center. The speaker will be Brian Smith from the Employee Assistance Program. APAC is still working to secure funding for the breakfast.

F. Employee Advisory Committee (EAC)
Hulseberg shared that EAC met at the end of November.

XI. Prior Business
A. Awards Luncheon
Ranken explained HRS’ options for the employee awards ceremonies. One is to combine the Supportive Professional Staff and Civil Service awards and have a dessert buffet during the day. SPS have more awards than Civil Service, and Ranken said she would send the list of awards to Royce. The next is to combine the SPS and Civil Service years of service event, change it from a lunch to a dinner, and hold it in the fall instead of the spring. It was decided to try this option. If this seems to be successful, the event can continue like this. If not, it can be switched back.

B. Rules, Governance and Elections Committee
See IX. E.

C. OSC Bylaws 3.1, 3.12
Tabled

XII. New Business
A. Campus Security and Environment
Royce shared the information that the blue light emergency stands are going to be removed. They are rarely used, and when they are, it is usually as a prank. In addition, the blue light costs $500.00 to replace. It was acknowledged that the idea of removing these stands does create strong emotions. NIU has an NIU Safe app that can be downloaded. It has several features that may help the user feel personally safe.

B. Goal Reflection
President Royce would like all OSC members to reflect on what OSC has been able to accomplish this year and set goals for the coming year.

XIII. Adjournment
A motion was made by Kozumplik to adjourn the meeting. The motion was seconded by Berg and passed by unanimous vote.

The meeting adjourned at 10:15 a.m.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council