Minutes
Operating Staff Council
July 11, 2019
Campus Life Building (Room 100) – 9:00 a.m.
Approved August 1, 2019


Absent: Frances Mitchell (Administrative Aide), Karen Smith, Pat Wielert

Guests: Sarah Klapfer, Paula Rader, Miriah Ranken, Pulchratia Smith

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 Ayres and passed by unanimous vote.

IV. Approval of June 6, 2019, minutes
A motion was made by Meyer to accept the amended June 6, 2019, minutes. The motion was seconded by Skelley and passed by unanimous vote.

V. Treasurer’s Report
A motion was made by Ayres to approve the report. The motion was seconded by Gingrich and passed by unanimous vote.

VI. Visiting Committees/Guests
There were no visiting committees or guests at the June 6, 2019, meeting.

VII. Public Comment
None

VIII. Announcements/Correspondence
A. Pulchratia Smith: Human Resource Services (HRS)
Smith reported that Leslie Lantow, the new manager for extra help, student employment, and graduate assistants, has been hired. She is located in Swen Parson. Employees who had been at the HRS front desk and Processing have taken other positions on campus. V. Wronkowski is in Testing to oversee Civil Service testing. Smith also explained that the Executive Budget Committee is reviewing all position requests.

B. Cindy Kozumplik: NIU 125th Anniversary Activities
The agenda for NIU’s anniversary celebration is moving forward. Currently, the committee is looking for someone to do an oral history review as part of the anniversary activities. If anyone knows someone who has a history with the university, they may contact Kozumplik.

IX. Shared Governance Reports
A. Board of Trustees
Met June 13, 2019. The Board approved the new educational benefit which will go into effect fall semester 2019. Tuition waivers will be based on a per/year basis, instead of per/semester.
   - 20 hours/year for full-time employees
   - 15 hours/year for 3/4 time employees
   - 10 hours/year for 1/2 time employees
It was also agreed that differential tuition will be covered. It was asked if Celeste Latham could address this, and perhaps work with Jennice O’Brien to publicize the change.

B. Faculty Senate
Did not meet

C. Supportive Professional Staff Council (SPSC)
No report

D. University Council
Did not meet

E. University Advisory Committee (UAC)
Did not meet

X. Committee Reports
A. Civil Service Celebration
Kozumplik reported. The Celebration will be held on August 8, 2019. Invitations were sent out by e-mail to all Civil Service staff this week. The deadline
to respond is July 19, 2019. As in previous years, administrative staff are being asked to serve food.

B. Elections and Appointments
OSC officer elections were held with the following results:
President                 Jeffry Royce
Vice president         Jay Monteiro
Secretary                 Stacey Bivens
Treasurer                 Patricia Wielert
Parliamentarian         Rebekka Ayres

Because OSC members are expected to serve on at least one committee, the list of OSC committees was sent around the table so that members could sign up. Royce made a motion to allow for absentee ballots for important ballots and elections. The Elections and Appointments Committee will look into this issue. Royce also explained that he wrote in the Parliamentarian as a member of the Legislative Committee.

C. Legislative Committee
Did not meet.

D. Public Relations/Activities
No report

E. Workplace Issues
Did not meet

F. Administrative Professionals Advisory Council (APAC)
Ranken reported. The Council is restructuring its subcommittees. There are currently three empty spots on APAC.

G. Employee Advisory Committee (EAC)
Hulseberg reported. The next EAC meeting will be held here at NIU on July 18-19, 2019.

XI. Prior Business

XII. New Business

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

The meeting adjourned at 10:00 a.m.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council