Minutes
Operating Staff Council
December 3, 2020
Teams – 9:00 a.m.
Approved January 7, 2021


I. Call to Order
President Johnson called the regular meeting of the OSC to order at 9:00 a.m.

II. Roll Call
Attendance was recorded by Monteiero.

III. Approval of Agenda
Skelley made a motion to accept the agenda. The motion was seconded by Kozumplik and passed by unanimous vote.

IV. Approval of November 5, 2020, Minutes
Skelley moved to accept the November 5, 2020, minutes. The motion was seconded by Kozumplik and passed by unanimous vote.

V. Treasurer’s Report
Yates reported. The budget balance is currently $9,462.54 with no expenditures this month. She reported that Robin Kenney had notified her that the dispensable income for the Dependent Scholarship Fund was $3,260.04 for FY21 and
$1,800.87 for FY22. Visitor presenters Vernese Edgehill-Walden and Pulchratia Smith joined the meeting and the Treasurer’s report was not approved.

VI. Visiting Presenter
Dr. Vernese Edghill-Walden and Pulchratia Smith presented information about civil service procedures. This is the link to the PowerPoint presentation: https://niuitsmy.sharepoint.com/:p/r/personal/c60sxl_mail_niu_edu/Documents/Presentation.pptx?d=w4e7bf9f1d8e94d188576d39066a519d7&csf=1&web=1&e=fKsxa

VII. Public Comment
Kozumplik shared that the Windows 10 upgrade is being installed, and some part of the upgrade does impact business processes. Anyone who uses outreach registration or Virtualbox is having problems. Work with your IT people to solve these issues. Kozumplik also announced that she is offering electronic requisitions training on December 10, 2020. Please register by Wednesday, December 9.

VIII. Announcements/Correspondence
A. Natasha Johnson: President’s Announcements
Natasha shared that she attended the Steering Committee and Board of Trustees meetings and encouraged everyone to attend these meetings as well. There are two items up for review to be added to the Policy Library. They are about the Prevailing Wage and Sexual Misconduct. There is a 30-day waiting period and comments can be made during that time regarding these policies. Natasha is a member of the Faculty Ad Hoc Committee for Social Justice, and is also a member of the Diversity, Equity and Inclusion Group. There have been discussions with the Foundation to start a fund for Civil Service employees who are going through a tough time.

B. Pulchratia Smith: Human Resource Services
Pulchratia reported that HRS has been busy with end of year processing deadlines regarding new hires and approvals. They are still doing Civil Service testing while maintaining social distancing.

C. Cindy Kozumplik: NIU 125th Anniversary Committee
No report. However, Kozumplik reported that there will be some anniversary activities in 2021.

IX. Shared Governance Reports
A. Thu reported. The meeting was a short one. President Freeman presented her
vision for 2021 which is now on her website. Roadwork is scheduled for the areas around the Holmes Student Center and DuSable to address ADA issues. The Board of Trustees next meeting is scheduled for Thursday, December 10, 2020. It has a very heavy agenda, which includes updates on the budget.

B. Faculty Senate
Thu reported. Met in November. There was an update on the Faculty Social Justice Committee. Hiring, retention, tenure and promotion practices were discussed. Also there is nothing in the tenure/promotion process that recognizes diversity or equity. The Faculty Senate wants to understand the large gap between a diverse student body and the faculty. They are also going to look at institutional racism. Chris McCord was also at the meeting and talked about streamlining administrative processed.

C. Supportive Professional Staff Council (SPSC)
No report

D. Student Government Association (SGA)
No report.

E. University Council (UC)
Thu reported. Met December 2, 2020. Chris McCord spoke. He made it clear that streamlining is not to reduce jobs, but to increase efficiency. Linda Saborío and President Freeman spoke about the advisory committee to the IBHE, which President Freeman was invited to join. In addition, Royce said that Dr. Freeman was asked at the meeting if the university would ever offer the VRIP program again. She said quite frankly that there is no cash for this. It was reported the NIU’s Thousands Strong Day of Giving raised over $2 million to support NIU students. This event raised more money than Notre Dame university which had a similar fundraiser. President Freeman asked that everyone rest, relax and find peace with those you love during the upcoming winter break.

X. Committee Reports
A. Elections and Appointments
Monteiro reported. The committee met November 15. Evan Forbes was invited to the meeting to discuss ranked-choice voting. He sent more information after the meeting. Royce sent information about voting with Forms so that committee members could test it. The committee will continue to work on the voting process.
B. Legislative Committee
Nicholson reported. There were two second readings to be voted on. The first was the two-year term for the OSC president. This was Constitution Article 5.2, Bylaw Article 8.22. A motion to approve the change was made by Schlagel. The motion was seconded by Ward. There was no discussion. The change was approved by vote. The next reading to be voted on was Bylaw Article 2 Revisions (clean-up and clarifications). A motion to approve the changes was made by Royce. The motion was seconded by Skelley. There was no discussion. The changes passed by vote.

C. Public Relations/Activities
No report

D. Workplace Guidance
Nicholson reported. Did not meet.

E. Administrative Professionals Advisory Council (APAC)
Ranken reported. APAC is looking forward to training its constituents in Sharepoint. The APAC – AAEOE deadline is now January instead of December. There was a question about the availability of the awards ceremony video. Ranken said she would check into it.

F. Employee Advisory Committee (EAC)
Hulseberg reported. He had no report. The Merit Board is meeting on December 10, 2020. There are no discharges scheduled.

XI. Prior Business
None.

XII. New Business
A. OSC Plaques
Hulseberg noticed that the OSC President plaque is out of date and the Outstanding Service Award plaque is out of space for more names. He wondered if he should get quotes on another plaque or for a bigger plaque to put all the name plates on. Monteiro suggested to get another plaque, because removing the name plates to put on another plaque is extremely difficult. Hulseberg said he would get the necessary estimates for the plaque.

XIII. Adjournment
Skelley moved to adjourn the meeting. The motion was seconded by Nicholson and passed by unanimous vote. The meeting adjourned at 10:59 a.m.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council