

Minutes
Operating Staff Council
July 9, 2020
Approved August 6, 2020
Teams – 9:00 a. m.

Present: Rebekka Ayres, Dave Berg, Stacey Bivens, Patricia Gingrich, Angelica Gutierrez-Vargas, John Hulseberg, Natasha Johnson, Renee Kerwin, Cindy Kozumplik, Rave Meyer, Frances Mitchell (Administrative Aide), Jay Monteiro, Holly Nicholson, Jeffry Royce, Mary Schlagel, Nancy Skelley, Karen Smith, Lauren Teso-Warner, Tracey Ward, Pat Wielert, Debbie Williams, Linda Yates

Guests: Patricia Erickson, Sarah Klaper, Miriah Ranken, Pulchratia Smith, Kendall Thu

I. Call to Order

President Royce called the regular meeting of the OSC to order at 9:03 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. The motion was seconded by Nicholson and passed by unanimous vote.

IV. Approval of June 4, 2020, minutes

A motion was made by Wielert to accept the June 4, 2020, minutes. The motion was seconded by Skelley and passed by unanimous vote.

V. Treasurer's Report

Wielert reported. The OSC's account now shows a zero balance, however the endowed scholarship remains. There were no expenses for June. A motion was made by Nicholson to accept the report. The motion was seconded by Johnson and passed by unanimous vote. A budget for FY 2021 was submitted to NIU Chief of Staff Matt Streb. Twelve percent was cut across the board. The FY 21 budget can remain the same as the FY 20 budget. We have been asked to be good stewards of our money.

VI. Visiting Committees/Guests

There were no visiting committees or guests at the July 9, 2020, meeting.

VII. Public Comment

Wielert announced her retirement from NIU effective July 31, 2020. She shared that she is honored to have been part of the Operating Staff Council as well as the council's Executive Committee.

VIII. Announcements/Correspondence

A. Jeffry Royce: President's Announcements

Royce reported that working from home has been extended until August 17. Masks will be required on campus and employees are expected to abide by an honor system. We should be assertive to enforce protocols. It is a real possibility that Illinois could revert to the more stringent stage 3. It was noted that there was an inequity between the Staff Voluntary Retirement Incentive Plan (VRIP) and that offered to the faculty. Staff who opted to participate in the plan received 12 weeks of pay in comparison to faculty who received 20 weeks. There was no clear answer to whether the VRIP was still extended, and it is not guaranteed that it will be offered again. Nicholson asked if the employees laid off in May would be reinstated. There was also an announcement to renew our parking permits and permits must be sent to a home address not a campus one.

B. Pulchratia Smith: Human Resource Services (HRS)

Smith reported. Whether or not an employee returns to work from a layoff depends on that employee's department. There will be some changes in HRS as a result of a consultation and report from Audrey Southard. Smith is currently working on a presentation for university administration and senior leadership and developing FAQs about Civil Service. Also, HRS has a new website. All NIU employees will return to campus August 17, and HRS is still trying to picture what that will look like. Royce was a little disappointed in the Audrey report as it seemed to lead HRS to order laptops for all HRS staff. Johnson asked about documentation and the policy on bumping. Smith offered to send that information to OSC members. Hulseberg wanted to know the cost of the Audrey Southard consultation and report and was told it was around \$200,000.

C. Cindy Kozumplik: NIU 125th Anniversary Activities

Kozumplik reported that Matt Streb is going to reschedule the lecture series portion of the anniversary activities so that it takes place in a virtual environment.

IX. Shared Governance Reports

A. Board of Trustees

Met June 18 via video conference. It was announced that Robert Brinkman is the new Dean of the College of Liberal Arts and Sciences and Cassandra Hill is the new Dean of the College of Law. The fiscal year 2021 budget was approved. NIU is \$36 million over budget and the trustees were clear that an eight-figure shortfall is not acceptable. OSC President Royce spoke about work/life balance. Thu shared that the university administration is planning on an 8% decrease in student enrollment. NIU currently has a flat budget. Having a budget and getting money are two different things. Also, the Trump Administration is now threatening international students with deportation if they are not taking face-to-face courses.

B. Student Government Association

Have made some adjustments to their budget.

C. Supportive Professional Staff Council (SPSC)

Passed the resolution regarding the voluntary furlough program.

D. University Council

Did not meet

X. Committee Reports

A. Elections and Appointments

OSC officer elections were held with the following results:

President	Natasha Johnson
Vice president	Jay Monteiro
Secretary	Stacey Bivens
Treasurer	Linda Yates
Parliamentarian	Cindy Kozumplik

B. Legislative Committee

Skelley reported. Workplace Issues approached the Legislative Committee with a name change: Workplace Betterment Committee. Workplace Betterment Advocacy Committee was suggested instead and is in line with what the SPS Council uses. A motion was made by Royce to change the name to Advocacy Committee contingent on new membership of the Workplace Issues committee. The motion was seconded by Gingrich.

C. Public Relations/Activities

K. Smith reported. Because the Civil Service Celebration is not being held this

year, it was suggested that t-shirts be made. Ayres asked around and thoughts were that it might create ill will to spend money while employees are being laid off. Other suggestions were to donate money to a charity that supports laid-off workers or an emergency fund for employees.

D. Workplace Issues

Met June 24. Johnson reported. The committee discussed the name change, how to handle complaints, and minutes on Teams. HRS issues were also discussed, specifically new employee classifications.

E. Administrative Professionals Advisory Council (APAC)

Will be announcing the Patricia Siebrasse Award recipient next week.

F. Employee Advisory Committee (EAC)

Hulseberg reported that the next EAC meeting will be July 17, 2020.

XI. Prior Business

OSC/APAC Ad Hoc Committee Update

Skelley reported. She had a proposal ready, but that has been tabled for now. Hulseberg said he would continue to participate on this committee.

XII. New Business

Committee Selections

Monteiro will contact everyone for their committee choices. OSC members who already know which committee(s) they'd like to serve on can contact Monteiro by July 17.

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 11:13 a.m.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council