Minutes
Operating Staff Council
June 3, 2021
Teams – 9:00 a.m.
Approved July 1, 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 Bivens.

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

IV. Approval of May 6, 2021, Minutes
Kozumplik made a motion to accept the May 6, 2021, minutes. The motion was seconded by Schlagel and passed by unanimous vote.

V. Treasurer’s Report
Yates reported. She gave a summary for fiscal year 2021. The beginning balance was $9,462.54 and $7,243.40 is the end balance. There were very few purchases this year, but OSC was able to buy a new workstation for Mitchell, the OSC/SPSC Administrative Aide. OSC was awarded $1,800.00 from the Operating Staff Dependent Endowed Scholarship Fund. Nicholson made a motion to accept the Treasurer’s report. The motion was seconded by Kozumplik and passed by unanimous vote.
VI. Visiting Presenters & Guests

VII. Public Comment

VIII. Announcements/Correspondence
A. Natasha Johnson: President’s Announcements
Johnson reported. She welcomed the new OSC members and said good
bye to the outgoing members. She hopes they will consider running for OSC
again.

B. Pulchratia Lacey: Human Resource Services
Lacey reported. The interviews for the Chief Human Resource Officer are
being scheduled. If anyone has specific questions they would like asked,
please send them to Natasha.

C. Council Spotlight
This is a new feature for the OSC meetings. At each meeting, two OSC
members whose nominator(s) feel(s) have gone above and beyond the call of
duty will be featured in the Council Spotlight. At this meeting, June 3, 2021,
OSC President Natasha Johnson chose Linda Yates for the Council
Spotlight.

IX. Shared Governance Reports
A. Board of Trustees
Thu reported. The Board of Trustees met on May 28. The university’s budget is
looking better. The
board will elect a new chair and vice-chair at its next meeting in June.

B. Faculty Senate
Thu reported. The Faculty Senate does not meet during the summer. To
achieve a seamless transition, Thu will be working with Professor Peter
Chomentowski, who was elected as the next Faculty Senate President. The
senate is committed to making the faculty more diverse and to making sure
that diverse faculty are getting tenure.

C. Supportive Professional Staff Council (SPSC)
Doederlein reported. Her attendance at today’s OSC meeting is her last act as
SPS Council President. She is now a civil service employee. Felicia Bohanon
will be SPSC President. Doederlein mentioned the retirement of Jeff Brownfield, Executive Director, State Universities Civil Service System.

D. Student Government Association (SGA)
No report

E. University Council (UC)
No report

X. Committee Reports
A. Elections and Appointments
Monteiro reported. The committee met four times since the May 6 OSC meeting. At their May 18 meeting, they discussed when the OSC election notifications were going out and who conducts new member orientation. The committee learned the results of the election at the May 25 meeting. Royce shared that there were 253 responses to the election. Six people received 3-year terms, 2 received 2-year terms, three are alternates, with one other available to become an alternate if the need arose. New member orientation information will be included in the welcome letter.

Monteiro called another meeting of the committee on Wednesday, May 26 to discuss an issue that had come up. One of the candidates who had been elected to a 3-year term on OSC realized that their term had not been up and had mistakenly run for membership. This person contacted Monteiro and agreed to take their name out of this year’s election and results. The committee discussed this and agreed the best way to handle this was to bump every candidate up a place in the results.

In other business, Monteiro had interest sheets for three university committees. The first was from Jessica Seipp who applied to continue serving on the Parking Appeals Committee. A motion was made by Nicholson to accept Seipp’s application. The motion was seconded by Teso-Warner and passed by unanimous vote. Kristin Sherman applied to serve on the Campus Parking Committee. A motion was made by Teso-Warner to accept Sherman’s application. The motion was seconded by Kozumplik and passed by unanimous vote. There were two operating staff members who applied to serve on the
University Benefits Committee. Royce assembled an online ballot and the OSC elected Ellen Hamrick as the representative to that committee.

Lastly, Royce is seeking an efficient way to collect officer nominations using Word. He will send a link to OSC members so that they may (self) nominate people who are eligible for each position. Nominations are due June 17, 2021. Monteiro will check each nominee’s eligibility and prepare ballots for the July 1, 2021, OSC meeting.

B. Legislative Committee
Did not meet.

C. Public Relations/Activities
Did not meet. Smith announced there will be two brown bag sessions offered on Teams. The first, “Oral History Recording of Loved Ones” takes place at noon on June 17. The second is “Basic Guitar Lesson,” which will be presented by Laura Lagreid at 1:00 p.m. on July 15.

D. Workplace Guidance
Yates reported. Met on May 26. The committee continues to work with APAC to investigate the 20% reduction in the number of office professionals on campus. The committee will be bringing the issue to Human Resource Services. The meeting will include the Deputy General Counsel Greg Brady, OSPA (Operating Staff Personnel Advisor) John Hulseberg, and OSC President Natasha Johnson. The committee is also investigating the feasibility of a sliding scale for the cost of campus childcare.

E. Administrative Professionals Advisory Council (APAC)
No report

F. Employee Advisory Committee (EAC)
No report. Hulseberg shared that Jeff Brownfield, Executive Director, State Universities Civil Service System is retiring. Gail Schiesser will serve as interim director until a new executive director is hired. Hulseberg announced that Council of Councils will take place on Friday, October 22, 2021, at Northeastern Illinois University.

G. Civil Service Emergency Fund
Nicholson reported. The committee met on May 12. They are working with a template. The
The fund now has a cost center and some checks have already been deposited in the fund. The committee is discussing fundraising and will meet again on June 11.

**XI. Prior Business**
A. Operating Staff Personnel Advisor
   No report (will address in fall)

B. Remote Working Task Group
   Several OSC members who are part of the Remote Working Task Group reported their groups’ progress. Johnson is a member of the policy group, and they are discussing what to call remote working. A couple of examples are work from home and telework. Gingrich and Gutierrez-Vargas are taking part in the student experience portion of the task group. Gingrich said that a survey of students revealed that they prefer hybrid learning in which part of the class is taught online and the other in-person. Nicholson is a member of the technology group, which has already met a couple of times and is having exploratory discussions.

**XII. New Business**

**XIII. Adjournment**
Kozumplik moved to adjourn the meeting. The motion was seconded by Nicholson and passed by unanimous vote. The meeting adjourned at 10:45 a.m.

Respectfully submitted,
Stacey Bivens, Secretary
Operating Staff Council