**Minutes**

**Operating Staff Council**

November 7, 2024

Hybrid Meeting (Teams) – 9:00 A.M.

***Present*:** Cindy Kozumplik, Natasha Johnson, Mandy Kreitzer, Frances Mitchell/Admin. Aide, Sara Richter, Tracey Ward, Tiffany Morris, Cindy Robinson, Jim Slagstad, Jay Monteiro, Kathy Mosher, Sam Hawkins, Rob Kerschke, Patty Wallace, Jessie Alex, Tamara Boston, David Rapp, Rave Meyer, Tawanda Paul,

***Non-members present:*** Holly Nicholson, Mattew Parks, Renta Catlett, Benjamin Spears, Karen Smith

***Absent:*** Nicole Adams, Angie Gutierrez-Vargas

 **I. Call to Order**

President Johnson called the regular meeting of the OSC to order at 9:02 AM

**II. Roll Call**

Attendance was called by Mandy Kreitzer. Met the minimum quorum of 9.

**III. Approval of Agenda**

Myer made a motion to accept the agenda. The motion was seconded by Kozumplik and passed by vote.

**IV. Approval of Minutes**

Slagstad made a motion to accept October 3, 2024, minutes. The motion was seconded by Myer and passed by vote.

**V. Treasurer’s Report**

Report on file read by Mosher. $16,073.53 in our Operating Staff General Fund. We have $1,202.61 in the Civil Service Emergency Fund with one single award this fiscal year. We have not received an update since 9/30 but hope to have an update on the staff dependent scholarship at the end of the year with $729.74 remaining for Fiscal Year 25. Motion by Kozumplik. Seconded by Boston. Motion carried.

**VI.** **Visiting Committees/Guests**

1. Matt Parks, Chief Information Officer, shared items that will impact campus on IT updates including the Anywhere Prints Project (AWP) program, classroom tech enhancements, Teams Voice Implementation, Mobile One Card, Campus IT Cost Model, and Q&A. Matt answered questions from the group largely focused on Paper Cut printing.

**VII. Public Comment**

1. None

**Announcements/Correspondence**

1. **President’s Report –** Reviewed survey results with emphasis on university financial status, job upskills/reskilling training, and mental health.
2. **VIII. Human Resources Update –** No report.

**IX. Shared Governance Reports**

1. Board of Trustees – No report due to Board of Trustees meeting conflict.
2. University Council – No report due to Board of Trustees meeting conflict.
3. Faculty Senate – No report due to Board of Trustees meeting conflict.
4. Supportive Professional Staff Council (SPSC) – No report due to Board of Trustees Meeting conflict.

**X. Operating Staff Council Committee Reports**

1. Elections and Appointments –Jay Monterio reported.
	1. The election committee did not meet but everyone has signed up for at least one committee, so we do not have to randomly assign you a committee.
2. Legislative Committee –
	1. Kozumplik reported and included the third reading of the handbook in the agenda. We will do a vote on this for the November meeting for the Council to approve the handbook. Myer motioned to approve. Mosher seconded. Motion approved.
	2. Kozumplik presented first reading for bylaw 2.14 Public Relations/Activities Committee. Second reading will be in December.
3. Public Relations/Activities – Sam Hawkins reported the full committee did not meet.
	1. Working on presenters for workshops.
	2. December 17th from 3-4:30pm will be gift wrapping in the Holmes Student Center.
4. Workplace Guidance –Jim Slagstad reported.
	1. We have asked for an update next month on degree attainment, wage increases, the APAC and OSC proposal.
	2. Jim will be stepping out of Workplace guidance in November/December.
5. Civil Service Emergency Fund – Tamara Boston reported. 5 applicants were reviewed and 4 were awarded. The balance is $95.86 in that account. Goals were discussed to fundraise with crowdfunding and a long-term endowment.
6. Celebration Committee – No report.
7. Scholarship update – No report.
8. President’s Report – Employee Advisory Committee (EAC) – Chris Doe – No report due to Board of Trustees meeting conflict.

**XI. Prior Business –**

1. Council of Councils went well and there isn’t an identified university to host next year yet.
2. Staff Fest is March 12th.

**XII. New Business** – Cindy Robinson inquired about a social media presence for Operating Staff Council. Natasha indicated that we would send the idea over to the Public Relations Committee.

**XIII. Adjournment**

Slagstad moved to adjourn the meeting. The motion was seconded by Mosher and passed by unanimous vote. The meeting was adjourned at 10:25.a.m.

Respectfully submitted,

Mandy Kreitzer, Secretary

Operating Staff Council