**Minutes**

**Operating Staff Council**

April 3, 2025

Hybrid/Virtual (Teams) – 9:00 A.M.

**Approved May 1, 2025**

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

***Non-members present:*** Felicia Bohanon, Gigi Beaird, Renata Catlett, Ben Creed, Chris Doe, Cathy Doederlein, Christopher Gilbert, Wes Jones, Caroline Kosmel, Lauren Kurpius, Holly Nicholson, Karen Smith, Jeanie Sparacino, Linda Srygler, Carol Sumner, Joseph Thomas, Jessica VanEtten, April Startzel,

***Absent:*** None

**I. Call to Order**

President Johnson called the regular meeting of the OSC to order at 9:01 AM

**II. Roll Call**

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

**III. Approval of Agenda**

Meyer made a motion to accept the agenda. The motion was seconded by Richter and passed by vote.

**IV. Approval of Minutes**

Kozumplik made a motion to accept March 6, 2025, minutes. The motion was seconded by Boston and passed by vote.

**V. Treasurer’s Report**

Report on file read by Kozumplik on behalf of Mosher. $15,954.59 in our Operating Staff General Fund. We have $3,643.36 in the Civil Service Emergency Fund. Our scholarship fund has $752.54 remaining for Fiscal Year 25. Motion by Boston. Seconded by Slagstad. Motion carried.

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

* 1. Dr. Carol Sumner shared how executive orders and other items impacting higher education and how NIU is responding and operating in varying areas across campus.

**VII. Public Comment**

1. None

**Announcements/Correspondence**

1. **President’s Report –** Natasha Johnson reminded everyone of the State Leave Benefit.
2. **VIII. Human Resources Update –** Cathy Doederlein shared that they have a ticketing system that is going to be going live next week that really won’t impact or change how you interact with human resources but if you get e-mail notifications that your ticket has been created or anything like that, we are going to be doing an announcement. Cathy shared that the hope was to have it in the Monday morning announcements, but as you e-mail humanrescources@niu.edu again, it’ll still be routed appropriately in our team. You might notice some differences of having things referring to a ticket.

**IX. Shared Governance Reports**

1. Board of Trustees – Ben Creed reported. There was a conversation about SPS and facilities. We also had a presentation from the Foundation related to progress in the current campaign as well as moving to the public phase of the fundraising campaign. There was also an update on Greek life at NIU with the efforts and supports and actions in that space.
2. University Council – Ben Creed reported overlap of presentations with Faculty Senate reported below.
3. Faculty Senate – Ben Creed reported.
	1. There was some overlap between the faculty Senate meeting from a week ago, the main one of the main presentations was an overview of the budgeting timeline. Those are now being pulled together and finalized. They will be presented to the Board of Trustees and final approval on June 12. The timeline allows them to get feedback from both senior leadership, but also from President’s budget round table.
	2. Celeste Latham came to share about the learning spaces. That had an opportunity for conversation to occur about definitions and metrics that are used related to prioritization and upgrading learning spaces.
	3. Presentation from John Heckman about the capital project and space committee, including the process they take to think through decisions that pointed to their website and showed some of the current and ongoing projects on construction based projects on campus.
	4. Operating Staff members can serve on social justice committee as well as University Council Personnel Committee.
4. Supportive Professional Staff Council (SPSC) – Felicia Bohanon reported.
	1. There were two applicants for the SPSS personnel advisor and are being reviewed by the council. That position has been vacant since December and a new SPSS personnel advisor will be selected at the meeting next week.
	2. Results are back from the SPS survey that was sent out to SPSS staff and that will be shared next week. The results will be shared at the next OSC meeting.

**X. Operating Staff Council Committee Reports**

1. Elections and Appointments –Jay Monteiro reported.
	1. Call for candidates will go out in the next few days.
	2. Kathy Mosher worked on a new fillable form.
	3. There are seven seats available this year.
2. Legislative Committee – Cindy Kozumplik reported.
	1. Second reading on how OSC spends funds for the bylaw changes with comments and revisions. There will be a third reading.
3. Public Relations/Activities – Sam Hawkins reported.
	1. Working on workshops and information sessions.
	2. Social outings to volunteer that is an outdoor activity or go bowling. Please email same to discuss ideas.
4. Workplace Guidance – Frances Mitchell
5. Civil Service Emergency Fund – Tamara Boston reported.
	1. Crowd funding did phenomenal.
	2. QR code and updating the website.
6. Celebration Committee – Cindy Kozumplik reported.
	1. StaffFest was March 12th.
	2. 590 meals requested. 526 operating staff responded, 64 responded for SPS and then those that actually came, we had 393 and 46 SPS attended.
	3. 70 meals were donated to Hope Haven because all other groups were closed during Spring Break and we were unable to put anything in freezers.
7. Scholarship update – No report.
8. EAC – Chris Doe
	1. Council of Councils will be October 24th at Governor State University.
	2. One item of continued discussion is the residency requirement for civil service.
	3. All the universities were asked for input on the house bills.

**XI. Prior Business –** None

**XII. New Business** – None

**XIII. Adjournment**

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

Respectfully submitted,

Mandy (Kreitzer) Thompson, Secretary

Operating Staff Council