NIU Task Force Selection Process

Thank you for your willingness to serve on the Program Prioritization Task Force Selection Committee. This is a very important step in the Program Prioritization process as it will determine the members of the Academic and Administrative Task Forces that ultimately prioritize and rank all of NIU’s programs.

Objective

To develop the academic and administrative task forces from a group of faculty and staff nominees, in an open, transparent, inclusive, and objective manner. Once formed, the task forces will be charged with reviewing and evaluating data and narratives created by program leaders, against the criteria selected for our program prioritization process at NIU.

Task Force Member Requirements

The process for selecting members (15-20 per task force) for the Academic and Administrative Task Forces must consider the following criteria:

1. Representation from all colleges (for the academic task force) and divisions (for the administrative task force) across the university.

2. Members must demonstrate commitment to forwarding our mission as a student-centered research and teaching institution with a strong commitment to regional engagement.

3. Have the ability to consider the university’s long-term vision and participate as a representative of the entire university, not just his/her own department or unit (i.e., exhibit a trustee mentality).

4. Have a reputation for getting things done and meeting commitments within a specific time frame (i.e., exhibit conscientiousness).

5. Members must have high credibility among peers, and a reputation for maintaining confidentiality (i.e., exhibit credibility)

6. Institutional knowledge or participation in university-wide initiatives such as service on committees, task forces, and shared governance bodies (i.e., exhibit institutional knowledge or experience)
Process

An Excel data base of the nominees is available for your review. These nominees represent all 10 divisions and 7 colleges. There are two lists in the data base – one for the academic task force and one for the administrative task force. Some individuals have been nominated for either task force and this is indicated in the data base. You will need to review each nominee’s details and provide a rating using a rating scale of 0-5 (0=No Evidence; 1=Not a Good Fit; 2=Minimally Good Fit; 3=Good Fit; 4=Moderately Excellent Fit 5= Excellent Fit) for five of the requirements: Student-Centered, Trustee Mentality, Conscientiousness, Credibility, and Knowledge/Experience.

Meetings

Meetings of the Selection Committee will be held:

    Kick-off meeting: Thursday, April 23, 2015 from 8-8:30 a.m.

Additional meetings will be scheduled as needed.

Confidentiality

Although the process used by the Selection Committee is transparent and may be discussed, all materials and resources used in selection process are to remain confidential including: 1) names of nominees and their references, 2) all associated materials with the nominations 3) information obtained through calls to references, 4) individual scoring rubrics, and 5) deliberations that occur in the Selection Committee meetings.