UNIVERSITY COUNCIL MINUTES
Wednesday, October 8, 2014, 3 p.m.
Holmes Student Center Sky Room

VOTING MEMBERS PRESENT: Abdel-Motaleb, Arado (for Arriola), Baker, Block, Brubaker, Chakraborty, Chavez, Chen, Chmaissem, Dawson, Deng, Domke, Donovan, Fredericks, A. Freeman, L. Freeman, Hardy (for Haliczer), Hathaway, Kamholz, Khoury, Lee, Lenczewski, Liu, Long, Macdonald, S. Martin (for Farrell), Mason, McCord, Mogren, Monteiro, Moremen, Munroe, Naples, Neal, Perea, Pitney, Plonczynski, Riley, Schoenbachler, Shannon, Slotsve (for Sagarin), Starofsky, Ueckert, Vohra

VOTING MEMBERS ABSENT: Arriola (sabbatical), Bond, Campbell, Doederlein, Farrell (fellowship), Feurer, Frascello, Giese, Haliczer, Henning, Holly, Jaffee, A. Martin, Mohabat, Sagarin, Schwartz-Bechet

OTHERS PRESENT: Armstrong, Bryan, Falkoff, Kaplan, Klaper, O’Brien, Stafstrom, Teller, Weldy

OTHERS ABSENT: Nicklas, Suttenfield

I. CALL TO ORDER

D. Baker called the meeting to order at 3:06 p.m.

II. APPROVAL OF THE MINUTES OF THE SEPTEMBER 10, 2014 MEETING

Motion to approve minutes passed.

III. ADOPTION OF THE AGENDA

R. Chavez moved to approve the agenda, unidentified seconded. Motion Passed.

IV. PRESIDENT’S ANNOUNCEMENTS

D. Baker described the new faculty dinner that took place on September 9, 2014. He expressed his excitement about the outstanding hires that have been made at NIU.

D. Baker described the recent leadership retreat that expanded on the leadership groups earlier in the year. A draft strategic planning framework was created.

E. Weldy provided an update on the search processes for student affairs. Elaine Vincent is now the current interim Director of Admissions. A national search is being conducted, the pool has been narrowed down to three individuals. On campus interviews are hoped to occur in late October. Five new admission counselors have been hired and training with these individuals has been initiated. The search for an AVP for Enrollment Management is ongoing. A candidate was on campus Monday and Tuesday. D. Baker clarified that these positions are not new positions, but open positions.
L. Freeman discussed that Murali Krishnamurthi, the Vice Provost for Faculty Affairs, will put together a small committee of chairs and conduct a survey of chairs to find out the critical gaps in knowledge and professional development and information needs. Dept. chair training will be held on October 29.

T. Arado provided information about the Open Access Week that is to be held on the week of October 20.

A new NIU.edu – presentation
Harlan Teller, Interim Vice President for Marketing and Communications
Jennice O’Brien, Director of Web Communications

- The updated NIU website is going live at 9 pm.
- The website was updated to be warmer, more personally inviting, more compelling, and easier to navigate.
- The updates were based on benchmarking 15 competitor sites, discussions with various stakeholders, Google Analytics tracking, and heat map analysis.
- The responsive web design is done in-house and is optimized depending upon whether you access it from a desktop, tablet, or mobile device.
- More space is dedicated for campus events.
- A new tagline, Your Future, Our Focus is highlighted.
- Desktop visits from April of 2013 until April of 2014 declined almost 17 percent but, during that same time period, mobile was up almost 50 percent and tablet was up about 17 percent.
- The new design is clean, bold, personal, intimate, colloquial. The site highlights the story of the student experience tailored to the individual, and our main audiences are prospective and current students.

V. CONSENT AGENDA

A. Student Conduct Board Committee Membership Guidelines – Page 4
Approve the nomination of Linda Styrna-Bostedt, Assistant Director, Health Services, for a two-year term, replacing Victoria Livingston. Styrna-Bostedt is a supportive professional staff employee replacing a supportive professional staff employee on this committee.

Motion to approve Consent Agenda passed.

VI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

A. FAC to IBHE – Sonya Armstrong – report – Pages 5-6

S. Armstrong explained the Faculty Fellows Program. This program was created by the Faculty Advisory Council to the IBHE in conjunction with IBHE staff to allow faculty from various institutions in Illinois to work with the IBHE on research projects. Individuals are encouraged to participate.

S. Armstrong explained the Midwest Student Exchange Program. NIU is not currently involved
in this and really only a few institutions in the state are. Essentially it’s a tuition reduction program for students who are in states surrounding Illinois. D. Baker explained the discounted tuition outcomes: At NIU if you add up total teaching and expenses and all the indirect costs, total costs, to teach a student and divide by number of students, you get approximately $14,000. In-state tuition and fees are about $12,000, actually about $8 dollars short of 12,000, meaning there is a $2,008 gap if you charge an out-of-state student in-state tuition. We don’t get any additional support from the state for taking out-of-state students. So that means, even if they paid full boat, then we would be down $2,000 a student in terms of covering full costs which would mean we’d have to make it up from somewhere else. So that could be the state support that we give our in-state students or it could be the tuition our in-state students pay to cover the out-of-state students. So you have a bit of a moral dilemma here and maybe a fiscal dilemma on whether or not you let out-of-state students come for in-state prices because there’s no taxing support from the out-of-state students to backfill that delta.

S. Armstrong explained that the FAC had an interesting panel discussion on shared governance with Al Bowman, the former president of ISU. He was very critical of administration in higher education. The final conversation that day was on academic freedom and a guest speaker presented on the Saleita case at the University of Illinois.

B. BOT Academic Affairs, Student Affairs and Personnel Committee – Dan Gebo and William Pitney – no report

C. BOT Finance, Facilities, and Operations Committee – Jay Monteiro and Rebecca Shortridge – no report

D. BOT Legislative Affairs, Research and Innovation Committee – Deborah Haliczer and Dan Gebo – no report

E. BOT Compliance, Audit, Risk Management and Legal Affairs Committee – Deborah Haliczer and Greg Waas – no report


W. Pitney stated that BOT Chair Butler announced two new ad hoc committees. One will focus on governance and the other will focus on enrollment. The BOT authorized President Baker to take the necessary steps to implement the Smoke-Free Campus Act.

Discussion about the enforcement of the Smoke-Free Campus Act took place. S. Klaper stated that it could be a student conduct issue if you’re violating State of Illinois law on campus. G. Slotsve commented that faculty will want to understand the reprimands.

G. Academic Policy Committee – Virginia Naples, Chair – no report

H. Resources, Space and Budgets Committee – Ibrahim Abdel-Motaleb, Chair – report – Pages 8-10

The committee met on September 5 and the main topic was to develop a plan of operation since they are going to be involved in the new initiatives of the restructuring of the programs and the
The book *Prioritizing Academic Programs and Services* was distributed to committee members.

In terms of the plan of operations, the committee developed a flow chart to determine how to conduct its affairs and understand the budget process. The second issue is that we would like to know about the budget process. For the budget process, we asked Nancy Suttenfield to give the committee a workshop about the budget and what are the mechanics of the budget and how the budget is done at Northern Illinois University.

The committee decided to poll the chairs, directors of program, deans, anybody who is associated with the budget to tell us what’s the problem they have and if they have any suggestion for at least understanding it. The issue of space, as an asset or resource was discussed. Questions were created by the committee and forwarded to the president to seek clarification on various budget issues.

L. Freeman commented that the program prioritization process that Ibrahim referred to as part of our evolving budget strategy and really a first effort to do on this campus what has been done on many other campuses: to link program review and our strategic framework and plans within the units to the way we invest resources. The framework we are investigating to use is one that has been used on many other campuses. It’s codified in the book that’s cited in Ibrahim’s report written by Robert Dickeson. One of the things that’s attractive to us about this framework is that it’s very adaptable to fit individual campus culture and that there has been a parallel process derived for prioritizing both academic programs and administrative programs. The way the process unfolds is each campus, through a dialog that’s faculty led, determines which of the 10 or 12 possible criteria that can be employed to use in program prioritization decisions are suitable for their campus, works on the definitions, and then these are used in a formal budgeting process. The first step in determining how we would want to move forward with this is for a delegation of NIU faculty, staff and administrators to attend a two-day workshop in Chicago. It will be tomorrow and Friday, that’s led by Dr. Dickeson who’s the former president of a university and the author of this book. The delegation that’s attending from NIU, sponsored but the Provost’s office includes me, Vice Provost Mini who’s in charge of resources and budget; Vice Provost Douglass who’s in charge of resources and planning; and Jeff Reynolds who does data analytics and supports the academic data and decision making. Denise Schoenbachler the dean of the College of Business is representing the deans. Bill Pitney is going as the Faculty Senate President and UC Secretary. We have Ibrahim going as the chair of the Resource, Space and Budget Committee and a member of the Academic Planning Council; and Marc Falkoff going as the chair of the Academic Planning Council. We have Andy Small going representing operating staff. Brett Coryell is going representing the cabinet level units, and Student Affairs is sponsoring Kelly Wesener Michael to go representing Student Affairs and Enrollment Management.

I. Rules and Governance Committee – Jana Brubaker, Chair – no report

J. University Affairs Committee – Greg Long, Chair – report

1. Computing Facilities Advisory Committee – proposed revisions – Pages 11-14

G. Long presented that the University Affairs Committee vetted and approved the revised CFAC
tasks and composition. There were only two substantive changes that the committee had suggested. The first was related to selection of faculty members for participation. There had been a slight change from the original in that originally the college councils made nominations and the CIO then endorsed them. So we’re suggesting that the college councils be the ones that select the members for the committee. And then the other change that we had suggested that’s incorporated in what we see is on the next page under E.a and that relates to the idea that the CFAC will advise the Chief Information Officer on matters of technology as well as its application and accessibility.

K. Student Association – Joe Frascello, President – report – Pages 15-16

R. Chavez presented a Student Association update. The Student Association has been working on a strategic plan. Chavez, Frascello, and Julion as well as the executive office assistant attended a student government and leadership conference at U of I yesterday. D. Baker stated that the presidents and chancellors met yesterday and had a similar conversation with our legislative liaisons talking about how higher education could come together in what appears to be a challenging legislative session that’s coming up. There are going to be a lot of demands on the budget and with an unknown revenue future given the tax situation and the election. So we really feel like we need to organize as a higher education community and come together because individual schools with different agendas are not going to move us very far. So we’re trying to pull that together for our operating and capital budgets and it’s good to see people working together. There’s a real sense among the universities, at least the leadership of the universities, and the legislative officers that we need to work together on this issue. And I think the student leaderships are doing the same. I think the faculty leaderships are as well. Thank you, Raquel. And thank you and your colleagues for coming to the leadership retreat two weeks ago.

L. Operating Staff Council – Jay Monteiro, President – report – Pages 17-18

J. Monteiro highlighted that President Baker announced the approval of the development of an operating staff advisory position. This is a position that is similar to the faculty staff advisor that we have on campus already but this would be designed for the operating staff employees. And at the meeting a committee was formed to develop that position. On October 17, the 17th annual Council of Councils meeting will be held at SIU Carbondale and this is a meeting of all operating staff councils from the other Illinois state universities and I’d like to point out that this event actually began here at NIU. We developed it 18 years ago so we’re excited that that continues on across the state.

M. Supportive Professional Staff Council – Deborah Haliczer, President – report – Pages 19

A. Hardy stated that the bulk of last month’s SPS council meeting addressed staff morale. This topic will continue to be addressed.

N. University Benefits Committee – Brian Mackie, FS Liaison to UBC – report – Page 20

O. Elections and Legislative Oversight Committee – Mary Beth Henning, Chair – no report
VII. UNFINISHED BUSINESS

A. Evaluation of Faculty & SPS Personnel Advisor and Evaluation of Executive Secretary of University Council/President of Faculty Senate – revisions to NIU Bylaws Article 14.6.3.10 – SECOND READING – ACTION ITEM – Page 21

W. Pitney explained the nature of this bylaw revision. G. Long moved to approve the changes; D. Domke Seconded. The motion passed with the following vote:

Yes – 37
No – 1
Abstain - 2

VIII. NEW BUSINESS

A. Committee on Multicultural Curriculum Transformation – Proposed revisions to committee composition, NIU Bylaws Article 15.9.1 – FIRST READING – Page 22

W. Pitney introduced the proposed changes. There is a suggested change to the composition of the Committee on Multicultural Curriculum Transformation. The change is to strike out the Director of Faculty Development and Instructional Design and in its place add the Vice Provost for Faculty Affairs as an ex-officio non-voting member. The rationale for that is in the box at the top of that page.

B. University Assessment Panel – Proposed revisions to committee composition, NIU Bylaws Article 15.8.1 – FIRST READING – Page 23

W. Pitney introduced the proposed changes. There is a suggested change in composition of the University Assessment Panel and the request is to strike out Director of Testing Services but add in two faculty or staff members from academic support units appointed by the Vice Provost. That rationale is also in the box above. From what I understand the testing services director wasn’t always attending that and also we’re getting a lot more support staff and this kind of expands it from one faculty or staff member to two. So that’s our first reading. Any questions, comments or concerns? At our next meeting we’ll have our second reading.

C. Proposed 2015 Holiday Schedule – Page 24

W. Pitney explained that the proposed university holidays for the calendar year 2015 is in the packet. Because we’re on holiday January 1, which is a Thursday, January 2 is a Friday. Consistent with past years and similar situations, this has been identified as a scheduled closure day for NIU, but we need to approve this. For this closure day a staff member would be required to take a vacation day, utilize their comp time, or take that day off with no pay. Unidentified moved to approve, J. Monteiro seconded. Motion passed with the following vote:

Yes – 37
No – 2
Abstain 1
IX. COMMENTS AND QUESTIONS FROM THE FLOOR

**G. Slotsve** reported that at the first CFAC meeting a subcommittee was formed to examine the Acceptable Use Policy for the internet.

**D. Munroe** asked about the Computing Facilities Advisory Committee revisions and whether the UC should vote on that matter. **W. Pitney** responded that the Steering Committee discussed that very issue and decided that the UC did not need to vote on it.

X. INFORMATION ITEMS

A. [Alternate Policy](#) – Page 25
B. [Annual Report](#) – Committee on Initial Teacher Certification
C. [Annual Report](#) – Faculty & SPS Personnel Advisor
D. [Minutes](#), Academic Planning Council
E. [Minutes](#), Admissions Policies and Academic Standards Committee
F. [Minutes](#), Athletic Board
G. [Minutes](#), Campus Security and Environmental Quality Committee
H. [Minutes](#), Committee on Advanced Professional Certification in Education
I. [Minutes](#), Committee on the Improvement of Undergraduate Education
J. [Minutes](#), Committee on Initial Teacher Certification
K. [Minutes](#), Committee on the Undergraduate Academic Experience
L. [Minutes](#), Committee on the Undergraduate Curriculum
M. [Minutes](#), General Education Committee
N. [Minutes](#), Honors Committee
O. [Minutes](#), Operating Staff Council
P. [Minutes](#), Supportive Professional Staff Council
Q. [Minutes](#), Undergraduate Coordinating Council
R. [Minutes](#), University Assessment Panel
S. [Minutes](#), University Benefits Committee

XI. ADJOURNMENT

**R. Chavez** moved to adjourn; unidentified seconded. Motion passed.

Meeting adjourned at 4:16 p.m.