UNIVERSITY COUNCIL MEETING AGENDA
Wednesday, September 9, 2016, 3 p.m.
Holmes Student Center Sky Room

I. CALL TO ORDER

II. ADOPTION OF THE AGENDA

III. APPROVAL OF THE MINUTES OF THE APRIL 29, 2015 MEETING

IV. PRESIDENT’S ANNOUNCEMENTS

V. CONSENT AGENDA

A. University Council Standing Committees – Per NIU Bylaws, Article 2, approve the 2015-16 membership roster – Pages 4-5

B. University Advisory Committee to the BOT – Per NIU Bylaws, Article 16.4.1.1, confirm 2015-16 membership roster and confirm Leanne VandeCreek for a three-year term (2015-2018) – 6

C. Northern Star Publications Board – Approve the nomination of Rick Baert, for reappointment to the NSPB. Mr. Baert graduated from NIU in 1981 and subsequently earned his M.A. in 1992. He has worked at the Daily Herald and has been with Crain Communications for several years as a reporter and editor.

D. Student Conduct Board

1. Approve the nomination of Danae Simonsen, Academic Counselor, Department of Counseling, Adult and Higher Education, for a new three-year term, replacing Dane Gotto. Simonsen is a supportive professional staff employee replacing a supportive professional staff employee.

2. Approve the nomination of Sarah Ransom, Office Manager, Student Legal Assistance, for a new three-year term, replacing Kelli Bradley. Ransom is an operating staff employee replacing an operating staff employee.

VI. UNFINISHED BUSINESS

A. Proposed revisions to NIU Constitution, Article 7 – Page 7
Related Councils
SECOND READING – ACTION ITEM
VII. NEW BUSINESS

A. Proposed revisions to NIU Bylaws, Article 17.1, Athletic Board – Pages 8-9
   FIRST READING

B. Proposed revisions to NIU Bylaws, Article 2.2, Rules, Governance and Elections Committee – Pages 10-11
   FIRST READING

C. Proposed revisions to NIU Bylaws, Article 15.8.1, University Assessment Panel – Pages 12-14
   FIRST READING

D. Proposed revisions to NIU Bylaws, Article 15.3.1.3(B), Academic Planning Council – Pages 15-17
   FIRST READING

VIII. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

A. FAC to IBHE – Sonya Armstrong – report
   - May 15, 2015 – Page 18
   - June 19, 2015 – Page 19

B. University Advisory Committee to the Board of Trustees
   Greg Long, Dan Gebo, Rebecca Shortridge, Leanne VandeCreek
   Deborah Haliczer, Holly Nicholson
   1. BOT Academic Affairs, Student Affairs and Personnel Committee
      - May 28, 2015 – Page 20
   2. BOT Finance, Facilities, and Operations Committee
      - May 28, 2015 – Page 21
   3. BOT Enrollment Ad Hoc Committee
      - June 15, 2015 – Page 22
   4. BOT Governance Ad Hoc Committee
      - June 15, 2015 – Page 23
   5. Board of Trustees
      - May 7, 2015 – special meeting – Page 24
      - May 28, 2015 – special meeting – Page 25
      - June 18, 2015 – meeting – Page3 26-27

C. Academic Policy Committee – no report
D. Resources, Space and Budget Committee – Mark Riley, Chair – no report

E. Rules, Governance and Elections Committee – no report

F. University Affairs Committee – Linda Saborio, Chair – no report

G. Student Association – Nathan Lupstein, President – no report

H. Operating Staff Council – Holly Nicholson, President – no report

I. Supportive Professional Staff Council – Deborah Haliczer, President – report – Page 28

IX. COMMENTS AND QUESTIONS FROM THE FLOOR

X. INFORMATION ITEMS

A. Minutes, Academic Planning Council
B. Minutes, Admissions Policies and Academic Standards Committee
C. Minutes, Athletic Board
D. Minutes, Board of Trustees
E. Minutes, Campus Security and Environmental Quality Committee
F. Minutes, Committee on the Improvement of Undergraduate Education
G. Minutes, Committee on the Undergraduate Academic Experience
H. Minutes, Committee on the Undergraduate Curriculum
I. Minutes, General Education Committee
J. Minutes, Graduate Council
K. Minutes, Graduate Council Curriculum Committee
L. Minutes, Honors Committee
M. Minutes, Operating Staff Council
N. Minutes, Supportive Professional Staff Council
O. Minutes, Undergraduate Coordinating Council
P. Minutes, University Assessment Panel
Q. Minutes, University Benefits Committee
R. Minutes, Univ. Comm. on Advanced and Nonteaching Educator License Programs
S. Minutes, University Committee on Initial Educator Licensure
T. Meeting Schedule – 2015-16 – Page 29
U. Annual Report, Athletic Board
V. Annual Report, Academic Planning Council
W. Annual Report, Campus Security and Environmental Quality Committee
X. Annual Report, Graduate Council
Y. Annual Report, University Assessment Panel
Z. Annual Report, University Council Personnel Committee

XI. ADJOURNMENT
### University Council Standing Committees – 2015-16

**UC - Steering Committee (Bylaws, Article 2.1)**

<table>
<thead>
<tr>
<th>Constituency</th>
<th>2015-16</th>
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<tbody>
<tr>
<td>FACULTY – BUS</td>
<td>Mark Riley, RSB Chair</td>
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<tr>
<td>FACULTY – EDU</td>
<td>Cynthia Campbell, at-large</td>
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<tr>
<td>FACULTY – EET</td>
<td>Gary Chen, at-large</td>
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<tr>
<td>FACULTY – HHS</td>
<td>Greg Long, Chair</td>
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<tr>
<td></td>
<td>Executive Secretary</td>
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<tr>
<td>FACULTY – LAS</td>
<td>Linda Saborio, UA Chair</td>
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<tr>
<td>FACULTY – LAW</td>
<td>Elvia Arriola, at-large</td>
</tr>
<tr>
<td>FACULTY – LIB</td>
<td>Jana Brubaker, at-large</td>
</tr>
<tr>
<td>FACULTY – VPA</td>
<td>Janet Hathaway, at-large</td>
</tr>
<tr>
<td>FACULTY – TBD</td>
<td>RGE Chair</td>
</tr>
<tr>
<td>ADMINISTRATOR – LAW</td>
<td>Mark Cordes, Dean</td>
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<tr>
<td>ADMINISTRATOR - LAS</td>
<td>Chris McCord, Dean</td>
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<tr>
<td>Supportive Professional Staff</td>
<td>Deborah Haliczer</td>
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<tr>
<td>Operating Staff</td>
<td>Holly Nicholson</td>
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<tr>
<td>Student Association</td>
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<td>Student Association</td>
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**UC – Rules, Governance and Elections Committee (Bylaws, Article 2.2)**

<table>
<thead>
<tr>
<th>Constituency</th>
<th>2015-16</th>
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<tbody>
<tr>
<td>Faculty – BUS</td>
<td>Chih-Chen Lee</td>
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<td>Faculty – LAS</td>
<td>Eric Mogren</td>
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<td>Elvia Arriola</td>
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<td>Jana Brubaker</td>
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<tr>
<td>Faculty – VPA</td>
<td>Kryssi Staikidis</td>
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<tr>
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<td>Steve Builta</td>
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<td>Operating Staff</td>
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<tr>
<td>Student</td>
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</tr>
<tr>
<td>Dean</td>
<td>Denise Schoenbachler</td>
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**UC - Academic Policy Committee (Bylaws, Article 2.4)**

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<tbody>
<tr>
<td>Faculty – EDU</td>
<td>Bill Pitney</td>
</tr>
<tr>
<td>Faculty – LAS</td>
<td>Kendall Thu</td>
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<tr>
<td>Faculty – LAS</td>
<td>Sien Deng</td>
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<td>Faculty – LAS</td>
<td>Anne Hanley</td>
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<td>Faculty – LAS</td>
<td>Reed Scherer</td>
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<td>Elvia Arriola</td>
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<td>Billie Giese</td>
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<td>Janet Hathaway</td>
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<td>Dean – HHS</td>
<td>Derryl Block</td>
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<td>Dean – LAS</td>
<td>Chris McCord</td>
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<tr>
<td>Administrator</td>
<td>Anne Birberick, Vice Provost</td>
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<tr>
<td>Undergraduate Student</td>
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<td>Graduate Student</td>
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### UC - University Affairs Committee (Bylaws, Article 2.5)

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<td>Faculty – EDU</td>
<td>Laura Hedin,</td>
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<td>Faculty – EDU</td>
<td>William Penrod</td>
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<td>Faculty – HHS</td>
<td>Tom Pavkov</td>
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<td>Faculty - LAS</td>
<td><strong>Linda Saborio, Chair</strong></td>
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<td>Faculty – LAS</td>
<td>Sean Ferrell</td>
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<td>Faculty – LAS</td>
<td>Robin Moremen</td>
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<tr>
<td>Faculty – LAS</td>
<td>TBD for Brad Sagarin</td>
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<td>Faculty – LAS</td>
<td>Helen Khoury</td>
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<td>Faculty – LAW</td>
<td>Elvia Arriola</td>
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<td>Faculty – LIB</td>
<td>Jana Brubaker</td>
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<tr>
<td>Dean – EET</td>
<td>Promod Vohra</td>
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<tr>
<td>Dean - GRAD</td>
<td>Brad Bond</td>
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<tr>
<td>Administrator</td>
<td>Celeste Latham, HRS</td>
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<tr>
<td>Supportive Professional Staff</td>
<td>Catherine Doederlein</td>
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<tr>
<td>Operating Staff</td>
<td>TBD</td>
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<tr>
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### FS-UC Committee on Resources, Space, and Budgets (Bylaws 2.6)

<table>
<thead>
<tr>
<th>Constituency</th>
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<tbody>
<tr>
<td>FACULTY – UC – BUS, ACCY</td>
<td><strong>Mark Riley, Chair</strong></td>
</tr>
<tr>
<td>FACULTY – UC – EET, ISYE</td>
<td>TBD for Gary Chen</td>
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<tr>
<td>FACULTY – UC – LAS, PHYS</td>
<td>Dhiman Chakraborty</td>
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<tr>
<td>FACULTY – UC - LAW</td>
<td>Elvia Arriola</td>
</tr>
<tr>
<td>FACULTY – UC – LIB</td>
<td>Jana Brubaker</td>
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<tr>
<td>FACULTY – UC – BUS, MGMT</td>
<td>Terry Bishop</td>
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<tr>
<td>FACULTY – FS – HHS, NUHS</td>
<td><strong>Laura Beamer, FS Liaison/Spokesperson</strong></td>
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<td>FACULTY – FS – BUS, MKTG</td>
<td>TBD for Mark Rosenbaum</td>
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<td>FACULTY – FS – EDU, ETRA</td>
<td>Rebecca Hunt</td>
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<td>FACULTY – FS – LAS, ECON</td>
<td>George Slotsve</td>
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<td>FACULTY – FS – LAS, GEOG</td>
<td>Mike Konen</td>
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<td>FACULTY – FS – VPA, THEA</td>
<td>Rich Grund</td>
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<td>Dean – EET</td>
<td>Promod Vohra</td>
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<td>Operating Staff</td>
<td>Holly Nicholson</td>
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<td>Supportive Professional Staff</td>
<td>Deborah Haliczer</td>
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<td>Student Association</td>
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<tr>
<td>Chief Financial Officer</td>
<td>Al Phillips</td>
</tr>
<tr>
<td>Senior administrator responsible for facilities</td>
<td>John Heckman</td>
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### University Advisory Committee to the Board of Trustees

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<tbody>
<tr>
<td>Faculty Senate President</td>
<td>William Pitney</td>
<td><strong>Greg Long</strong></td>
<td>Greg Long</td>
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<tr>
<td>Faculty</td>
<td>Greg Waas</td>
<td><strong>Leanne VandeCreek</strong></td>
<td>Leanne VandeCreek</td>
<td>Leanne VandeCreek</td>
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<tr>
<td>Faculty</td>
<td>Rebecca Shortridge</td>
<td><strong>Rebecca Shortridge</strong></td>
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<tr>
<td>Faculty</td>
<td>Dan Gebo</td>
<td>Dan Gebo</td>
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<tr>
<td>SPS Council President</td>
<td>Deborah Haliczer</td>
<td>Deborah Haliczer</td>
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<tr>
<td>Operating Staff Council President</td>
<td>Jay Monteiro</td>
<td><strong>Holly Nicholson</strong></td>
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</tbody>
</table>

### UAC Liaisons to BOT and BOT committees for 2015-2016:

**Board of Trustees:**
Greg Long, Deborah Haliczer

**BOT-AASAP - Academic Affairs, Student Affairs and Personnel Committee:**
Leanne VandeCreek, Dan Gebo

**BOT-CARL - Compliance, Audit, Risk Management and Legal Affairs Committee:**
Deborah Haliczer, Holly Nicholson

**BOT-FFO - Finance, Facilities, and Operations Committee:**
Holly Nicholson, Rebecca Shortridge

**BOT-LARI - Legislative Affairs, Research and Innovation Committee:**
Dan Gebo, Deborah Haliczer
Article 7 of the University Constitution only identifies students as being an ‘integral part of the university's system of governance. In order to make our constitution more expressive of our commitment to shared governance, we propose adding similar language to every recognized council under Article 7. This change will grant the formal recognition of the importance of all members of our university community and help foster further collaboration and leadership at the governing level.

NIU CONSTITUTION
ARTICLE 7: RELATED COUNCILS

7.1 Students
The right of students to organize an association to provide a means for participation in the governance of the university is recognized. Upon acceptance of the constitution by student referendum and by the president of the university, it will be accepted by the faculty community as an integral part of the university's system of governance. The students, through their association, may communicate their concerns to the University Council or to the vice president for student affairs and, through that vice provost, to the provost and president of the university and have ultimate appeal to the Board of Trustees.

7.2 Operating Staff
The right of the operating staff to organize a council to represent that constituency of the university community is recognized. It will be accepted by the university community as an integral part of the university’s system of governance. The operating staff, through its council, may communicate its concerns to the University Council, to the appropriate vice president(s), to the president of the university and shall then have ultimate appeal to the Board of Trustees.

7.3 University Faculty
The right of the faculty of the university—which shall be defined for this purpose as those regular, full-time university faculty (as defined in Section 6.1.1 of the Constitution) in the academic division of the university, excluding the president, the president's staff, the executive vice president and provost, the executive vice president and provost's staff, the deans and the deans' staffs to organize a Faculty Senate to represent that constituency of the university community is recognized. It will be accepted by the university community as an integral part of the university’s system of governance. The faculty, through the Faculty Senate, may communicate its concerns, recommendations, and positions to the University Council, to the executive vice president and provost, and to the president of the university, and have ultimate appeal to the Board of Trustees. The Faculty Senate is empowered to act as the authoritative and official voice of the faculty of Northern Illinois University. The university bylaws shall specify the membership of the Faculty Senate, its method of selection, and its duties and responsibilities.

7.4 Supportive Professional Staff
The right of the full-time supportive professional staff to organize a council to represent that constituency of the university community is recognized. It will be accepted by the university community as an integral part of the university’s system of governance. The supportive professional staff, through its council, may communicate its concerns to the University Council or through the appropriate vice president(s) to the president of the university and have ultimate appeal to the Board of Trustees.
The following revisions are proposed:

1. The NIU president will no longer appoint the Athletic Board chair, nor a president’s second representative holding faculty rank. Instead, the NIU Faculty Athletic Representative will serve as the chair of the Athletic Board, ex officio, voting. The president’s second representative will be deleted from the roster. With this configuration, faculty retains its majority voting seats on the Athletic Board.

2. The NIU president will no longer approve or appoint each constituency representative. Instead, each constituency will have full authority to select its own representative(s) to the Athletic Board.

ARTICLE 17: OTHER STANDING COMMITTEES OF THE UNIVERSITY

17.1 Athletic Board

17.1.1 Composition

The Athletic Board is directly responsible to the president of the university. It shall consist of a faculty chair appointed by the president, a president’s representative who shall carry an academic appointment, and the following members who, with the exception of faculty members, shall be appointed by the president from at least two nominees for each position to be filled, such nominees to be submitted to the president as indicated:

- One faculty member from the College of Law to be selected by the faculty of that college and one faculty member from each of the other degree-granting colleges selected by the respective college councils;
- One member of the University Library faculty selected by that faculty;
- Two students nominated selected by the Student Association with two colleges represented;
- One male and one female student athlete nominated selected by the Student Athlete Advisory Council (SAAC) as needed;
- One member of the Alumni Association from those nominated selected by the Alumni Association;
- One member of the operating staff from those nominated selected by the Operating Staff Council;
- One member of the supportive professional staff from those nominated selected by the Supportive Professional Staff Council;
- One nonvoting member from the Huskie Athletics Support Fund from those nominated selected by the Huskie Athletics Support Fund.
- In addition, the faculty representative to the National Collegiate Athletic Association, the associate vice president/director of athletics, and the university general counsel shall be ex officio, nonvoting members.

With the exception of student representatives, members shall serve three-year staggered terms. Student members shall be nominated and appointed annually. All members shall be eligible for reappointment.

Vitae outlining qualifications for, and interest in, serving on the board will accompany all nominations submitted to the president. In making the appointments, the president shall assure equitable representation of qualified men and women on the board.

The Faculty Athletics Representative shall serve as the chair of the Athletic Board, ex officio, voting.
The purpose of this proposal is to consolidate the FS-Rules, Governance and Elections Committee with the UC-Rules, Governance and Elections Committee into one Faculty Senate-University Council Rules, Governance and Elections Committee.

This proposal will streamline our processes and reduce the overall number of committees on which Faculty Senate and University Council members must serve. Also, the creation of this joint committee will result in bringing Faculty Senate and University Council voices together at an earlier stage in any policy discussions thereby providing greater opportunity for collaboration.

2.2 Faculty Senate-University Council Rules, Governance and Elections Committee

2.2.1 Composition The FS-UC Rules, Governance and Elections Committee shall consist of the following members:

(A) Eight faculty members, one from each degree-granting college and one from University Libraries, four of whom shall be members of the University Council, and shall be appointed by the executive secretary of the University Council (with the advice and consent of the University Council). The remaining four shall be members of the Faculty Senate and shall be appointed by the president of the Faculty Senate (with the advice and consent of the Faculty Senate). No two faculty members shall be from the same department. Faculty members shall serve one-year terms and shall be eligible for reappointment.

(B) One student appointed by the Student Association. The student shall be a member of the University Council. The student member shall serve a one-year term and shall be eligible for reappointment.

(C) One Supportive Professional Staff member and one Operating Staff member who shall be members of the University Council. They shall serve one-year terms and shall be eligible for reappointment.

(D) One nonvoting member selected by and from the deans of the degree-granting colleges, who shall serve a one-year term and shall be eligible for reappointment.

The committee chair shall be appointed by the executive secretary with the advice and consent of the University Council.
2.2.2 Duties

(A) Advise the University Council or Faculty Senate on any question referred to it by the University Council or Faculty Senate involving the interpretation of the university Constitution or Bylaws, and/or Faculty Senate Bylaws, and including questions relating to the definition or application of academic freedom standards.

(B) Administer and supervise elections to the University Council and Faculty Senate. Faculty Senate representatives on the committee will administer the Faculty Senate elections; University Council representatives on the committee will administer the University Council elections.

(C) Make final rulings on the eligibility of candidates from colleges and the University Libraries and all other election matters not specifically covered by these procedures.

(D) Review, prior to the elections in those years which are multiples of three, the ratio of the faculty in each college who are on regular contract, excluding the Supportive Professional Staff and the faculty member from the University Libraries, to the total number of faculty in all colleges who are on regular contract and recommend to the University Council any needed adjustment in the number of elected faculty seats on the University Council allocated to each college.

(E) When a university committee or council requires staggered terms for its elected faculty members, determine in advance of the election which seats in each college shall be filled for one-, two-, or three-year terms. Such a determination must be made before the initial election of faculty to such a committee or council, and before the first election after each successive reapportionment of seats on the committee or council. Staggered terms shall be assigned so that, as nearly as possible, there will be an equal number of members of the council or committee elected each year and an equal number of members elected from each faculty constituency each year.

(F) Administer and supervise all referenda that require the vote of the entire faculty of the university.

(G) Monitor legislation that affects higher education and report the status of such legislation to the University Council so that appropriate actions may be taken.
Rationale for Proposed Changes:

1. Addition of Associate Vice Provost, ex officio, nonvoting: The Associate Vice Provost is responsible for overseeing implementation of NIU’s general education program and NIU PLUS. Assessment is a critical aspect of these responsibilities. It is crucial that the assessment strategies adopted in these areas complement the assessment activities that occur within degree programs and the academic support programs.

2. Addition of Director of Academic Accreditation, ex officio, nonvoting: The Director of Academic Accreditation provides institutional support to degree programs to facilitate their maintaining accreditation of NIU academic programs. In order to be most efficient, the assessment processes governed by the UAP that support program review (i.e., primarily the mid-cycle status report) should also serve the requirements of accrediting bodies.

3. Associate Director, educator licensure and preparation, ex officio, nonvoting: For a number of years, the incumbent has been attending as a guest in an ex officio, nonvoting capacity and bringing much needed knowledge of the assessment requirements for educator licensure and teacher preparation. This change would serve to formalize the practice.

4. With the permanent addition of the Associate Vice Provost as an ex officio, nonvoting member, it is proposed that the Vice Provost appoint only one additional faculty or staff member from their academic support units.

ARTICLE 15:
ACADEMIC COUNCILS AND COMMITTEES OF THE UNIVERSITY

15.8 University Assessment Panel

15.8.1 Composition The University Assessment Panel shall consist of the following members:

- Associate Vice Provost for academic planning and development;
- Two faculty members from each of the university’s academic councils, as follows:
  - from the Academic Planning Council, one member elected by the Council and one member appointed by the Provost to achieve balance among colleges;
from the Graduate Council, one member elected by the Council and one member appointed by the Provost to achieve balance among colleges;

from the Undergraduate Coordinating Council, one member elected by the Council and one member appointed by the Provost to achieve balance among colleges;

- One faculty member from the College of Law, appointed by the Dean of the college;
- One staff member from student affairs units, appointed by the Vice President for Student Affairs and Enrollment Management;
- One faculty or staff member from academic support units, appointed by the Vice Provost responsible for undergraduate education and the Associate Vice Provost for academic support services;
- One associate or assistant dean responsible for assessment, elected by those persons;
- One graduate student appointed by the Graduate Council;
- One undergraduate student appointed by the Undergraduate Coordinating Council;
- Associate Vice Provost for Academic Outcome Assessment, ex officio, nonvoting;
- Director of Institutional Research, ex officio, nonvoting;
- Associate Vice Provost, ex officio, nonvoting;
- Director, Academic Accreditation, ex officio, nonvoting;
- Associate Director, Educator Licensure and Preparation, ex officio, nonvoting.

Terms shall be one year for appointed members and two years for elected members.

15.8.2 Chair The chair shall be the Associate Vice Provost for Academic Planning and Development.

15.8.3 Duties The duties of the University Assessment Panel shall be:

1. To review the university mission statement, other statements of university objectives, and state-level policies as a context for assessment;

2. To provide advice on performance measures and benchmarks to be used in new state approval and review processes; to integrate assessment activities for undergraduate, graduate, and professional programs and academic support areas;

3. To work with the General Education Committee and the Committee on Initial Teacher Certification on assessment activities in the general education program and in initial teacher certification programs, respectively;
4. To promote campus-wide assessment activities to improve learning outcomes; to support departmental assessment activities in coordination with the academic program review schedule and advise departments preparing for program review;

5. To make recommendations for funding support for expanded assessment activities of departments and colleges;

6. To support departments and colleges preparing for the assessment component of discipline-specific accreditation reviews;

7. To review and update the university assessment plan; to help position the university for the North Central Association reaccreditation process and assist with preparation of the self-study.
Rationale for Proposed Changes:

1. The position of associate vice provost for academic planning and development has been changed to vice provost for academic planning and development.
2. The position of associate vice provost for resource planning has been changed to vice provost for resource planning.
3. Addition of associate vice provost for academic outcomes assessment: The associate vice provost for academic outcomes assessment is responsible for overseeing compliance with assessment processes and procedures for all academic programs at NIU. Further, this position assists the vice provost for academic planning and development with summarizing program review reports for the Board of Trustees and the Illinois Board of Higher Education. This position has been represented on the APC as a guest for over 10 years.
4. Addition of director of academic accreditation: The director of academic accreditation provides institutional support to degree programs to facilitate their maintaining accreditation of NIU academic programs. In order to be more efficient, the processes of program review should align with the processes and cycles of relevant accrediting bodies, per the recommendations of the Program Review Process Task Force of 2013. This position has been represented on the APC as a guest for the past year.
5. Addition of the director of the office of Academic Analysis and Reporting: The office of Academic Analysis and Reporting provides ad-hoc data analysis and reporting to academic programs that complement the data provided by the office of Institutional Research. This position has been represented on the APC as a guest for the past year.

ARTICLE 15:
ACADEMIC COUNCILS AND COMMITTEES OF THE UNIVERSITY

15.3 Academic Planning Council

15.3.1 Composition

15.3.1.1 Faculty Representation

(A) Fourteen faculty representatives shall be chosen as follows: two each from the Colleges of Business, Education, Engineering and Engineering Technology, Health and Human Sciences, and Visual and Performing Arts; one from the College of Law; three from the College of Liberal Arts and Sciences (one each from the areas of the humanities, the social sciences, and the other sciences).
(B) Faculty shall be elected by the college council of the college they represent, or by the college faculty if there is no college council. They shall serve three-year staggered terms beginning in the fall semester. If no elected faculty representative is a voting member of the Faculty Senate, the Senate shall elect one Senate member to serve on the council as ex officio, nonvoting member. No department shall have more than one faculty representative at any one time.

15.3.1.2 Student Representation

(A) Two students, one undergraduate and one graduate, shall be appointed annually as voting members of the council. The appointments shall be made by the president of the Student Association from a list of nominees submitted by the college student advisory committees. Each student advisory committee shall be entitled to nominate annually one undergraduate and one graduate student, as appropriate to degrees offered in that college. Terms of office for student members shall begin at the beginning of the fall semester; no such term shall extend beyond the beginning of the succeeding fall semester. Students shall be eligible for reappointment to successive terms.

15.3.1.3 Administration Representation

(A) The executive vice president and provost who shall serve ex officio.

(B) The following, or their designees, shall serve ex officio, without vote:

- vice provost responsible for undergraduate education;
- vice president for research and graduate studies;
- associate vice provost for academic development and planning;
- associate vice provost for resource planning;
- dean of the University Libraries;
- director of the office of Institutional Research;
- associate vice provost for academic outcomes assessment;
- director of academic accreditation;
- director of the office of Academic Analysis and Reporting.

(C) Others who may be directly involved in issues concerning academic programs may assist the committee as resource personnel.

15.3.2 Chair

15.3.2.1 The executive vice president and provost shall serve as the chair of the council and shall vote when necessary to break a tie vote.
15.3.2.2 The faculty representatives on the council shall elect from among their members a faculty representative who shall serve as the assistant chair of the council. The assistant chair shall preside over council meetings in the absence of the chair, act as a liaison between the chair and council members between meetings of the council, and perform such other duties as may be assigned by either the council or the council chair. The assistant chair shall be chosen annually at the first meeting of the council each fall semester and shall serve a renewable term of one year.

15.3.3 Duties -- Working with the college curriculum committees, the Undergraduate Coordinating Council, and the Graduate Council, and reporting to the University Council, the council shall:

15.3.3.1 Prepare and periodically update the academic mission statement for Northern Illinois University.

15.3.3.2 Develop and periodically bring up-to-date plans and strategies to fulfill the university's academic mission.

15.3.3.3 Develop and implement procedures for the periodic review of academic programs in terms of their quality and their consistency with the institution's academic mission.

15.3.3.4 Advise the executive vice president and provost on academic priorities and strategies for the achievement of those priorities, including the establishment of priorities in budgeting.

15.3.3.5 Make recommendations to the curriculum committees of the respective colleges and to the Undergraduate Coordinating Council and the Graduate Council.

15.3.4 Academic Planning Council minutes and reports are to be distributed to all University Council and Faculty Senate members and deposited in the university archives.

15.3.5 All substantive policy recommendations are subject to University Council approval.

The Illinois Board of Higher Education (IBHE) Faculty Advisory Council (FAC) met on May 15, 2015, at Southern Illinois University Edwardsville.

FAC Updates

The meeting was called to order by the FAC Vice-Chair, Marie Donovan (DePaul). The group first heard a brief update by Gretchen Lohman, the IBHE Assistant Director of Academic Affairs, regarding the IBHE offices move. Other updates included the following:

- there is a new system for reviewing program applications being tested
- Eric Lichtenberger has been hired as the new Deputy Director for Information Technology and Institutional Research
- Academic Affairs is updating institutional profiles using a different categorization that includes data on default rates

Next, Candace Mueller, Interim Deputy Director of Advancement, External, and Government Relations, provided a legislative update. The budget for FY16 is (theoretically) due at the end of May. There is a proposed 31% budget cut to higher education; IBHE is recommending a flat budget for higher education appropriations. Mueller also mentioned a bill (HB 3428) to require uniform credit acceptance for AP scores of 3 or higher. There is strong opposition from the public universities, but support from the ICCB.

Presentation by Eric Lichtenberger

Eric Lichtenberger gave a presentation on behalf of the Illinois Education Research Center (IERC) titled “Thinking Longitudinally While Focusing on Policy.” He described the IERC, which began in 2000, is housed at SIUE, and is the research arm of the State P-20 Council. He covered data sources and limitations of current reporting requirements. One of the IERC’s projects has been to follow the 2003 high school graduation cohort over their next seven years, including reverse transfer students.

Business Meeting

The FAC approved minutes from the April meeting. The election of FAC officers for next year was affirmed. The meeting was adjourned following the business meeting.

Respectfully submitted,

Sonya L. Armstrong
Associate Professor in the Department of Literacy and Elementary Education
NIU Representative to the IBHE Faculty Advisory Council

NOTE: This report is based on the minutes taken at the meeting by IBHE FAC Secretary, Steven Rock (WIU). Once approved, full meeting minutes can be accessed at http://www.ibhe-fac.org/Meetings.html. Please see the full meeting minutes for a more detailed report of the discussions and presentations.

The Illinois Board of Higher Education (IBHE) Faculty Advisory Council (FAC) met on June 19, 2015, at Dominican University. Paul Stoddard represented NIU at this meeting.

Conversation with Guest Speaker Emanuel “Chris” Welch

The 7th District State Representative Emanuel “Chris” Welch joined the group for a conversation. He is in his second term after being on the Proviso School Board for twelve years. He is a graduate of John Marshall Law School and is passionate about education. He highlighted the legislative year relative to higher education and noted he is on the following committees: Elementary & Secondary Education Appropriations, Higher Education Appropriations, Higher Education, and others. Discussion topics included higher education spending, and the upcoming FY16 budget.

FAC Updates

The group first heard a brief update by Gretchen Lohman, the IBHE Assistant Director of Academic Affairs, regarding the new Faculty Fellow. She also mentioned administrative rules for the distance learning approval process and dual credit.

Next, Candace Mueller, Interim Deputy Director of Advancement, External, and Government Relations, provided a legislative update. Recently passed legislation includes the following: HJR52 (creates a commission on the future of the workforce), SB1457 (creates a military prior learning assessment task force), HB3428 (requires credit by community colleges and public universities be given to students with Advanced Placement scores of 3 or more), SB806 (provides junior status for students transferring after completing community college), and SB760 (up to 30 credits from PBVS schools with national accreditation would be accepted by community colleges).

FAC Vice-Chair Marie Donovan (DePaul) distributed a document about concerns with the new ISBE teacher licensure examination (edTPA). She noted that there are unintended consequences with high stakes testing scheduled for implementation this fall. She asked for support with recommendations to delay implementation, changes in the rules, and creation of a task force.

Business Meeting

The FAC approved minutes from the May meeting. The meeting was adjourned following the business meeting.

Respectfully submitted,

Sonya L. Armstrong
Associate Professor in the Department of Literacy and Elementary Education
NIU Representative to the IBHE Faculty Advisory Council

NOTE: This report is based on the minutes taken at the meeting by IBHE FAC Secretary, Steven Rock (WIU). Once approved, full meeting minutes can be accessed at http://www.ibhe-fac.org/Meetings.html. Please see the full meeting minutes for a more detailed report of the discussions and presentations.
TO: University Council and Faculty Senate (NIU)
FR: Dan Gebo and Bill Pitney, University Advisory Committee members to the Board of Trustees
RE: Academic Affairs, Student Affairs, and Personnel Committee (BOT)

The AASAPC committee of the Board of Trustees met on May 28, 2015.

There were three action items and three informational items reported during this meeting.

1. The AASAP committee for the Board of Trustees voted to approve all faculty promotions, tenure decisions, and promotions with tenure for 2015-2016.

2. Voted to approve a change in a degree designation from for the current Ed.D in instructional Technology in the Department of Educational Technology to that of a PhD.


4. The AASAP committee heard an oratory spyware presentation from Julia Boyle, a NIU undergraduate who finished fifth nationally.

5. The AASAP heard presentations from four NIU presidential commissions on disabilities, minorities, women, and sexual orientation.

6. This committee was updated on several university searches for four deans (College of Education, Business, Law, and Visual and Performing Arts), a Chief Diversity Officer, and Senior Associate Vice President for Human Resources.

Respectfully submitted,

Daniel L. Gebo
William Pitney
The Finance, Facilities and Operations Committee of the NIU Board of Trustees met on Thursday, May 28, 2015. Trustee Marc Strauss called the meeting to order.

After opening comments, Alan Philips, VP for Administration and Finance, provided an overview of the fiscal year 2016 budget preparations. Given a likely decline in state revenue support and enrollments, the preliminary budget reflects a $29.3 million reduction. A strategic approach will be used to allocate these resources. The preliminary operating budget was approved.

The committee approved several additional items, highlighted below:
1. Student Accident and Insurance Contract: $630,124 reimbursement to Academic Health Plans as a result of calculating the 2014 premium based on incorrect rates. This is a flow-through payment.
2. Intercollegiate Athletics Health Insurance: Approved payment of $315,000 for insurance claims for student athletes occurring as a result of athletic related injuries or illness.
3. Intercollegiate Athletics Air Charter Services: Approval for $360,000 in air travel for the NIU football team to four contest. The actual expenditure will likely be lower than the approved amount.
4. Oracle and PeopleSoft ERP System Renewal: NIU Division of Technology and the Division of Administration and Finance requested permission to issue an order for five years of ongoing maintenance for ERP Systems. The five-year agreement will result in savings of more than $520,000 for software maintenance and more than $110,000 for hardware maintenance.
5. Blackboard Software License Renewal: Approval given to the Division of Information Technology to purchase three-year licenses for the Blackboard, Inc. Learn Platform and Mobile Suite. The license cost increased by 17% to $1.01 million, partly as a result of the addition of new modules. Trustee Strauss recommended revisiting other software options after the completion of the program prioritization process.
6. Waste Management and Utilities: Approved $420,000 expenditure to Waste Management for removal of solid waste and recyclable materials for July 1, 2015-June 30, 2016. Will request that a representative from Waste Management speak at a future committee meeting about their green efforts at NIU.
7. Appropriation Transfer Authorization: Approved a request to submit an appropriation transfer authorization to the Illinois Board of Higher Education to provide for the $2.1 million give back to the State of Illinois pursuant to HB 317. As a result of state shortages, universities were asked to give some of their revenue back to the state.
8. Preliminary Planning for Neptune Complex Improvements: In June 2014, the Board of Trustees approved a $1.5 million dollar proposal for the design of renovations for Homes Student Center. For clarification of records, the proposal also includes design work for Neptune Complex. No additional funding was approved.

A presentation regarding proposed improvements to the Holmes Student Center, the Neptune Complex, and the campus core was provided. Final recommendations for initial and long-range projects will be presented at the August Finance, Facilities, and Operations Committee meeting.

Respectfully submitted,

Rebecca Shortridge
University Advisory Committee Representative
The Ad Hoc Committee on Enrollment of the NIU Board of Trustees met on Monday, June 15, 2015. Trustee Marc Strauss called the meeting to order. After opening comments, a member from the public addressed the committee. The comments, from an alumnus, focused on concerns about the appropriate treatment of students and visitors at NIU.

Two informational items were discussed. The first item, provided by Provost Lisa Freeman, included an update on program prioritization, new reporting requirement about low-enrollment programs by the Illinois Board of Higher Education (IBHE), and an update on streamlining the curricular approval process. Highlights of each item follow:

**Program prioritization**
- The program prioritization task forces for academic and administrative reviews have been identified and will be posted on the website.
- During the summer, the data support team will build a data system and identify/map information that reflects the criteria for evaluation.
- Programs will generate program reports during the fall semester.
- The task forces will evaluate all programs in the spring semester and report the results in April.

**IBHE low enrollment reporting**
- The IBHE will require programs that fall below minimum enrollment/graduation requirements to explain how the enrollments will be mediated or why they are below the minimum.
- For undergraduate programs, the minimum average enrollment is 25 or less than six degrees conferred per year.
- For masters programs, the minimum enrollment is 10 or less than five degrees conferred.
- For doctoral programs, the minimum enrollment is 5 or less than one degree conferred.

**Curricular process**
- During 2014-2015, an effort was made to streamline the curricular approval process that can sometimes take more than a year to clear through all necessary channels. The changes did not pass in University Council. This effort will be revisited in 2015-2016.

The second informational item included a presentation by Dani Rollins, the new director of undergraduate admissions. Dani highlighted several improvements that have or will occur with her team:
- Implemented organizational changes including cross-training for counselors and staff and improved communication efforts.
- Hired several new counselors who are fluent Spanish speakers.
- Massive clean-up of enrollment management systems to make it more user friendly for staff.
- Updated campus visit presentations, provided coffee/water for guests, and doubled amount of Northern Ambassadors.
- Approval to hire 5 new processors, a CRM analyst, and an associate director for strategic communications.
- Increased involvement in conferences, will deliver presentation about revamp of entire system.

No actions were taken and the meeting was adjourned by Trustee Strauss.

Respectfully submitted,

Rebecca Shortridge
University Advisory Committee Representative
The Ad Hoc Committee on Governance of the NIU Board of Trustees met on Monday, June 15, 2015. Trustee John Butler called the meeting to order.

After opening remarks, two public comments were addressed to the committee. The first concerned compliance with the Freedom of Information Act regarding notice of public meetings. The second concerned contracts with consultants.

The Committee considered potential action items regarding changes to the bylaws and regulations. The first discussion focused on public comments:

- Jerry Blakemore and Greg Brady, from the General Counsel’s office, presented a proposal to streamline the requirements for public comment at board meetings. One key change was the removal of the address from the request to comment. Those wanting to comment only need to provide their name, date of presentation, and any technology needs.
- The Committee also discussed the appropriate time allotment for public comments.
- The changes were approved and forwarded to the full board.

The Committee also considered changes to Board regulations including the Authority to Employ. The discussion focused on when Board approval or Executive Committee Approval should be required for personnel actions or hiring. The trustees decided that additional information was needed before changes could be made in this area.

The Committee approved changes to regulations regarding the following:

- The President shall (1) request Board approval for matters required by statute, regulation, or policy; (2) advise the Board of all matters dictated by sound management practice; including significant financial implications or items of public interest; and (3) inform the Executive committee of any procurement matter that significantly deviates from matters previously approved by the Board.
- Amended language for professional service contracts or consulting that are directly for the President or the Board to require approval by the Executive Committee for transactions or a series of transactions over $100,000.
- Added language to require Presidential Assessment to include a review of the President’s compliance with Board and University policies and procedures.

The items approved will be sent to the Board of Trustees for consideration. The meeting was adjourned by Trustee Butler.

Respectfully submitted,

Rebecca Shortridge
University Advisory Committee Representative
Report on the Special Meeting of the NIU Board of Trustees
May 7, 2015

The NIU Board of Trustees met on Thursday, May 7. Chair Butler Called the special meeting to order at approximately 8:05 p.m.

The BOT authorized the use of an executive search firm for the Women’s Basketball Coach position.

Respectfully Submitted,

William A. Pitney
UAC Representative
Report on the Special Meeting of the NIU Board of Trustees
May 28, 2015

The NIU Board of Trustees met on Thursday, May 28th in Hoffman Estates. Chair Butler Called the special meeting to order at approximately 3:30 p.m.

The BOT authorized an appropriate transfer to address the Illinois Office of the Comptroller reduction to the line item appropriations for the 2015 Fiscal Year. This will be forwarded to the IBHE for approval before submitting the request to the Governor’s office.

The BOT approved the appointment of Mark Cordes as the interim Dean for the College of Law and Paul Bauer as the interim Dean for the College of Visual and Performing Arts. Gerald Blazey was approved as the interim Vice President for Research and Innovation Partnerships.

Respectfully Submitted,

William A. Pitney
UAC Representative
The NIU Board of Trustees met on Thursday, June 18, 2015 in DeKalb. Chair Butler called the meeting to order at approximately 9:00 AM. The board heard two public comments about oversight and governance. Reports were provided from the various board committees, President Baker regarding the IBHE, the University Civil Service Merit Board, the NIU Foundation, Alumni Association, and Research Foundation.

The BOT considered the following action items:

- Approved recommendations for Faculty Promotions, Tenure, and Promotions with Tenure for 2015-2016. The President noted that these are significant accomplishments and congratulated the faculty.
- Approved a preliminary fiscal year 2016 internal operating budget. This is necessary to continue operations of the university given that no state budget has been approved. The preliminary budget includes an anticipated decrease in revenues of approximately $29.3 million.
- A remittance to Academic Health Plans for student accident and sickness insurance as a result of flow-through revenues collected was approved.
- A secondary student health insurance contact for intercollegiate athletes was approved.
- Endorsed program prioritization initiatives that will be undertaken at the university during 2015-2016.
- Granted authorization to retain executive search firms for the four dean searches that will occur in 2015-2016.
- Dr. Laurie Elish-Piper was appointed as the acting dean for the College of Education. The title “Acting” implies that Dr. Elish-Piper could be a candidate in the permanent dean search. “Interim” appointments cannot be in the candidate pool.
- Board Regulations regarding a tuition remittance program for a Ph.D. in Health Sciences were approved.
- Changes to the Board Bylaws were approved for (1) public appearance before the Board and (2) duties and responsibilities of the President. The Board also approved changes to their regulations concerning (1) Retention of Consultants by the President and Board, (2) Presidential obligations to the Board regarding statutes, regulations, or policies, (3) sound management practices, (4) personnel actions, and (5) procurement matters. All of these changes are an effort to provide stronger governance practices.

Several items were approved through the consent agenda. These included the following:

- Change in degree designation from Ed.D. to Ph.D. for the current doctoral program in Instructional Technology.
- A report on oral English proficiency for those providing classroom instruction.
- Air charter services for the football team to travel to four football games.
- A renewal of Oracle and Peoplesoft ERP systems maintenance plans.
- Fiscal Year 2016 Blackboard software licenses.
- A renewal contract with Waste Management for solid waste removal and recycling.
The board discussed several information items including:

- The progress of current administrative searches. Final negotiations are in progress for a Chief Diversity Officer. A search for a human resources executive continues. Beginning in the fall, four dean searches will commence: business, education, law, and visual and performing arts. Provost Freeman indicated that the use of search firms tends to result in the strongest pool of candidates. (Note approval to retain executive search firms above.)

- A state legislative update was provided by President Baker and Mike Mann. The discussion suggested that the range of potential higher education budget cuts is from 6.5% to 31%. However, a final budget has not been passed by the legislature. Further, the capital budget was also not approved. This means that all capital projects in the state will shut down July 1. For NIU, this means all work on Stevens Hall will be stopped until a capital budget is approved. President Baker reported that the university has enough cash flow to remain open for a significant period of time.

The Board of Trustees conducted elections for the 2015-2016 officers. Those chosen to serve include:

- Chairman: Marc Strauss
- Vice Chair: John Butler
- Secretary: Robert Marshall
- 4th Executive Committee Member: Cherilyn Murer
- Civil Service Merit Board Rep: Robert Marshall

The Board read a Resolution honoring Student Trustee Paul Julion for his year of service.

The Board adjourned to closed session at approximately 12:30.

Respectfully Submitted,

Rebecca Shortridge
UAC Representative
Fall 2015 Leadership Workshops

Faculty Development and Instructional Design Center, HR Center for Training & Professional Development, Operating Staff Council, and Supportive Professional Staff Council are excited to co-sponsor a fall 2015 leadership workshop series. The workshops are open to all SPS and Operating Staff who are interested in developing their personal and professional leadership skills. Attendance at all four workshops is encouraged, but not mandatory. Please RSVP by September 4th for each workshop you plan to attend. More details will be sent via email to registered participants.

All workshops will be held from 11:30 a.m. – 1:00 p.m. in the Holmes Student Center Regency Room. Participants may bring their lunch.

Tuesday, September 22
“Leadership: Everyone Should Do It! Developing Yourself as a Leader”
Presented by HR Center for Training & Professional Development

Tuesday, October 20
“Leading Without Authority: Using Influence to Lead Others”
Presented by Faculty Development

Tuesday, November 17
“Leading in Times of Change”
Presented by HR Center for Training & Professional Development

Wednesday, December 2
“Maintaining Your Leadership Brand”
Presented by Faculty Development

RSVP by Sept 4th, 2015

This message is distributed by NIU SPS Council.
## 2015-2016 MEETING SCHEDULE

**EXECUTIVE COMMITTEE OF THE FACULTY SENATE**
**STEERING COMMITTEE OF THE UNIVERSITY COUNCIL**
**FACULTY SENATE**
**UNIVERSITY COUNCIL**

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| August 26, 2015        | September 2, 2015 | September 9, 2015 |
| November 11, 2015      | November 18, 2015 | December 2, 2015  |
| February 17, 2016      | February 24, 2016 | March 2, 2016     |
| April 20, 2016         | April 27, 2016    | May 4, 2016       |

Spring Break March 13-20, 2016