



Board of Trustees

Academic Affairs, Student Affairs
and Personnel Committee

May 14, 2020

**BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY
Academic Affairs, Student Affairs and Personnel Committee**

9:00 a.m. – Thursday – May 14, 2020

This Committee meeting is being conducted through video conferencing communications and is being conducted pursuant to Section 6 of Executive Order 2020-7 (Suspending OMA requirements of in person attendance by members of a public body).

AGENDA

1. Call to Order and Roll Call
2. Verification of Quorum and Appropriate Notification of Public Meeting
3. Meeting Agenda Approval..... *Action*..... i
4. [Review and Approval of Minutes of February 13, 2020](#) *Action*..... 1
5. Chair's Comments/Announcements
6. Public Comment*
7. University Recommendations
 - a. [New Degree Program in Specialist in School Psychology](#) *Action*..... 7
 - b. [Appointment of Dean, College of Liberal Arts and Sciences](#)..... *Action*..... 8
 - c. [Appointment of Dean, College of Law](#) *Action*..... 9
 - d. [Faculty Tenure and/or Promotion](#) *Action*..... 10
8. University Reports
 - a. [Extension to Appointment, Acting Dean of College of Liberal Arts and Sciences](#) *Information*..... 12
 - b. [Northwestern Medicine Partnership Update](#) *Information*..... 13
 - c. [Proposed amendments to board regulations related to return from parental leave for non-represented faculty](#) *Information*..... 14
 - d. [Oral English Proficiency Annual Report](#) *Information*..... 17
9. Other Matters
10. Next Meeting Date
11. Adjournment

*Individuals wishing to make an appearance before the Board should consult the [Bylaws of the Board of Trustees of Northern Illinois University](#), Article II, Section 4 – *Appearances before the Board*. Appearance request forms can be completed [online](#) in advance of the meeting or will be available in the Board Room the day of the meeting. For more information contact Karen Campbell, kcambell5@niu.edu, Recording Secretary to the Board of Trustees.

Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Karen Campbell, kcampbell5@niu.edu, as soon as possible.

Minutes of the
Board of Trustees of Northern Illinois University
Academic Affairs, Student Affairs, and Personnel Committee
February 13, 2020

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:50 am by Committee Chair Pritchard in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Parrish conducted a roll call.

Members present were Trustee Rita Athas, Trustee John Butler, Trustee Montel Gayles, Trustee Eric Wasowicz, Board Chair Dennis Barsema and Committee Chair Robert Pritchard. Trustee Madalynn Mershon arrived at 9:05 am

Trustee Veronica Herrero was absent.

Also present were President Lisa Freeman; General Counsel and Board Parliamentarian Bryan Perry; Executive Vice President and Provost Beth Ingram, Board Liaison Matt Streb; Vice President for Administration and Finance Sarah McGill; Vice President for Research and Innovation Partnerships Jerry Blazey; Vice President for EMMC Sol Jensen; Vice President for Diversity, Equity and Inclusion Vernese Edghill-Walden; Associate Vice President for Student Affairs and Dean of Students Kelly Wesener-Michael and UAC Representatives Alex Gelman, Cathy Doederlein, Jason Hanna, Sarah Marsh, Kendall Thu and Jeffry Royce.

2. VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

General Counsel Perry indicated the appropriate notification of the meeting had been provided pursuant to the Illinois Open Meetings Act and advised that a quorum was present.

3. MEETING AGENDA APPROVAL

Committee Chair Pritchard informed the board of a correction made to the title of a presentation item and asked for a motion to amend the agenda. Eric Wasowicz moved. Montel Gayles seconded. Committee Chair Pritchard asked for a motion to approve the meeting agenda as amended. Trustee Wasowicz moved. Trustee Gayles seconded. The motion passed.

4. REVIEW AND APPROVAL OF MINUTES

Committee Chair Pritchard asked for a motion to approve the minutes of November 14, 2019. Trustee Wasowicz moved. Trustee Athas seconded. The motion passed.

5. CHAIR'S COMMENTS/ANNOUNCEMENTS

Committee Chair Pritchard announced that since the last time the board met, NIU became the first Illinois institution to institute test blind admissions. He added that retention from the fall semester to the spring semester hit a ninety percent level and the School of Nursing graduates attained the highest pass rate for their NCLEX license exam of 96.3% on their first try, the highest Illinois state institute average for this year.

Committee Chair Pritchard delivered an overview of the committee meeting agenda, welcomed the University Advisory Committee liaisons and invited them to give comments.

Alex Gelman talked about being a test-blind university

Cathy Doederlein discussed sabbaticals and trying to get more SPS personnel to take advantage of the opportunity.

Kendall Thu commended the shared governance process and collaboration between the Student Association, faculty, administration and staff for thorough vetting the test-blind process. He also remarked about the importance of the sabbatical process and the tenure change item that were to be discussed.

Jeffrey Royce also discussed the test-blind admission policy.

6. PUBLIC COMMENT

Committee Chair Pritchard inquired of Chief Council Perry if any members of the public registered a written request to address the board in accordance with state law and Board of Trustees bylaws.

General Counsel Perry advised there was a request registered by Roderic Moyer. Roderic Moyer did not appear when called.

Committee Chair Pritchard requested that Executive Vice President and Provost Beth Ingram present the university report and the following University Recommendations

7. UNIVERSITY RECOMMENDATIONS

Agenda Item 7.a. New Certificate of Graduate Study in Environmental Health and Safety

Trustee Gayles moved to approve. Trustee Barsema seconded. The motion passed.

Agenda Item 7.b. Deletion of the Certificate of Graduate Study in Applied Mechanics; CAD/CAM/CAE; Simulation, Modeling and Data Analysis; Thermal, Fluid and Energy Systems; Vibration, Robots, and Control Systems

Trustee Butler moved to approve. Trustee Athas seconded.

Trustee Barsema asked if there were any students enrolled in these programs, where they had migrated or what programs they would take now. EVPP Ingram responded that most of them had gone into the Master of Sciences degree in Mechanical Engineering.

Trustee Barsema asked if there is a specified amount of time that we wait before we recommend a deletion. EVPP Ingram responded that there is no one size fits all, it depends on what other programs are being offered and in response to the market. Trustee Barsema asked if recommendations come from the department chair.

EVPP Ingram responded that in general it starts with the department, would move to a collegiate committee and then the college dean. There is also a process at the university level that ends with the university council.

Trustee Wasowicz asked for clarification on the role of certificates; EVPP Ingram and Dean Peterson responded.

The motion passed.

Agenda Item 7.c. Deletion of the Master of Science in Integrated Systems Engineering

Trustee Gayles moved to approve. Trustee Butler seconded.

Trustee Gayles asked how it was determined that this program should be deleted. Dean Peterson and EVPP Ingram discussed how the program had been reviewed.

The motion passed.

Agenda Item 7.d. Deletion of the Certificate of Graduate Study in Integrated Systems Engineering

Trustee Wasowicz moved to approve. Trustee Butler seconded.

The motion passed.

Agenda Item 7.e. Specialization in Behavior Analysis with the Ph.D. in Educational Psychology

Trustee Wasowicz moved to approve. Trustee Gayles seconded.

Trustee Athas asked about the difference between a certificate and a specialization.

Associate Dean David Walker advised that a specialization is a track within a graduate degree, an emphasis is a track within an undergraduate degree and a certificate is stand-alone and runs between 12 and 21 credits.

The motion passed.

Agenda Item 7.f. Specialization in Teacher Leader with Endorsement; Curriculum and Culture Pedagogies in Social Justice; Academic Literacies, Language, and Culture; within the M.S.Ed. in Curriculum and Instruction

Trustee Gayles moved to approve. Trustee Athas seconded.

There was a brief discussion of the meaning of a Teacher Leader and how specializations fit into that role.

Dean Elish-Piper advised that Teacher/Leader provides a pathway for individuals that aspire to have a leadership or instructional coaching roles in teaching.

The motion passed.

Agenda Item 7.g. Specialization in Reading; English as a Second Language/Bilingual Education; within the M.S.Ed. In Literacy Education

Trustee Barsema moved to approve. Trustee Butler seconded.

The motion passed.

Agenda Item 7.h. New Certificate of Graduate Study in Instructional Coaching

Trustee Gayles moved to approve. Trustee Wasowicz seconded.

Trustee Athas asked if no new resources are needed because there are teachers and instructors that are already doing this work. EVPP Ingram said yes.

The motion passed.

Agenda Item 7.i. New Minor in Esports Industry Professionals

Trustee Wasowicz moved to approve. Trustee Athas seconded.

Trustee Barsema asked for more information about this minor.

Chair Todd Gilson advised the courses are being offered in Kinesiology and Physical Education, they all cross into logistical support. There are aspects of computer science, art design and communication, all needed to deliver logistics and back end support to this growing industry.

President Freeman added that MAC schools are building competitive programs and are thinking about ways to leverage this to increase the identity of the conference, some of the varsity teams have physical therapists and trainers dedicated to the their Esports teams. They train competitors on reflex time and peripheral vision. She continued that there are now Esports not only on campus in Neptune, but also in the Hoffman Estates and Naperville campus.

Trustee Gayles asked about Esport sponsorship. Director of Housing Dan Pedersen remarked that there is financial investment from the Esports Clubs. Chief of Staff Matt Streb added that there are sponsors for the Esports teams and that it is a burgeoning area.

The motion passed.

Agenda Item 7.j. Deletion of the Certificate of Undergraduate Study in Culturally Relevant Teaching

Trustee Gayles moved to approve. Trustee Barsema seconded.

The motion passed.

Agenda Item 7.k. Deletion of the Certificate of Graduate Study in Children’s and Young Adult Literature/Media

Trustee Barsema moved to approve. Trustee Wasowicz seconded.

Trustee Barsema asked about the content provided in this certificate. Dean Elish-Piper explained that the content was learning about children and young adult literature and then using it pedagogically in classrooms. The content is being covered by other programs.

The motion passed.

Agenda Item 7.l. New Minor in Rehabilitation Counseling

Trustee Gayles moved to approve. Trustee Athas seconded.

Trustee Barsema asked about physical therapy and if there is collaboration with physical therapy organizations in DeKalb.

Chair Paul Priester advised that this is mental health counseling focus with a specialty towards persons with disabilities.

The motion passed.

Agenda Item 7.m. New Certificate of Undergraduate Study in Illinois Family Specialist Credential Certificate – Level 5

Trustee Wasowicz moved to approve. Trustee Gayles seconded.

Trustee Butler asked about the content of this certificate.

Dean Derryl Block advised that this certificate is for students looking for positions in counseling and social work in either not-for-profit or governmental agencies.

The motion passed.

Agenda Item 7.n. New Certificate of Undergraduate Study in Black Studies

Trustee Wasowicz moved to approve. Trustee Butler Seconded.

Trustee Athas asked how many hours are required for a certificate. Dr. Joseph Flynn advised that 12 hours are required for this certificate. Trustee Barsema asked about minor versus this certificate. Dr. Flynn explained the differences.

The motion passed.

Agenda Item 7.o. Emphasis 6: Sustainable Food Systems within the B.A./B.S. in Environmental Studies

Trustee Athas moved to approve. Trustee Wasowicz seconded.

Committee Chair and Trustee Athas asked for clarification about this emphasis.

Assistant Director Melissa Burlingame explained that environmental studies as a major has seven (including this one) different emphasis changing the focus on their degrees.

Committee Chair Pritchard asked if there are courses available for students interested in operating greenhouses.

Assistant Director Melissa Burlingame responded that those type of courses are traditionally taken at the community college level and then built upon by transferring to programs offered by NIU.

The motion passed.

Agenda Item 7.p. Deletion of Emphasis 2: Geomatics (B.S.) within the B.A./B.S. in Geography

Trustee Gayles moved to approve. Trustee Wasowicz seconded.

The motion passed.

Agenda Item 7.q. New Minor in Music

Trustee Athas moved to approve. Trustee Wasowicz seconded.

The motion passed.

Agenda Item 7.r. Change to Full-Time Tenure Requirement

Trustee Wasowicz moved to approve. Trustee Butler seconded.

Trustee Wasowicz asked for clarification on this item.

Vice President Jerry Blazey gave an example of joint appointments with other institutions, national labs and having a mechanism for entering into long-term tenure relationships.

Committee Chair Pritchard asked if someone would move from full-time teaching to a split appointment or generally a path where they stay in a split appointment.

Vice President Blazey replied that employees may be engaged by the lab or NIU may engage someone that ends up moving to NIU in the long term.

The motion passed.

8. UNIVERSITY REPORTS

Agenda Item 8.a. Annual Report on the Outcome of Sabbatical Leaves

9. UNIVERSITY RECOMMENDATIONS (CONTINUED)

Agenda Item 9.a. Faculty and Supportive Professional Staff Sabbatical Leaves, 2020-2021 Academic Year

Trustee Gayles moved to approve. Trustee Wasowicz seconded.

The motion passed.

Agenda Item 9.b. Honorary Doctorate

This is an honorary degree in science recommendation for Dr. Sherret Chase.

Trustee Gayles moved to approve. Trustee Barsema seconded.

EVPP Ingram amended her recommendation to forward this item to the Special Meeting of the Board on February 13, 2020.

Committee Chair Pritchard requested approval to amend from the motion and second. Trustee Gayles and Trustee Wasowicz approved.

The motion passed.

10. UNIVERSITY REPORTS (CONTINUED)

Agenda Item 10.a. College of Engineering and Engineering Technology Overview

Dean Don Peterson gave an Overview on the College of Engineering and Engineering Technology.

11. OTHER MATTERS

Committee Chair Pritchard asked if there were other matters.

12. NEXT MEETING DATE

The next meeting of the Academic Affairs, Student Affairs, and Personnel Committee will be Thursday, May 14, 2020.

13. ADJOURNMENT

Committee Chair Pritchard asked for a motion to adjourn. Trustee Gayles moved to adjourn. Trustee Barsema seconded.

The motion passed. Meeting adjourned at 10:46 am.

Respectfully submitted,

Joan Parrish
Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.

REQUEST FOR NEW DEGREE PROGRAM IN SPECIALIST IN SCHOOL PSYCHOLOGY

Summary: All new degree programs require the approval of the Board of Trustees and the approval of the Illinois Board of Higher Education. This new program request has received all required curricular approvals at the department, college, and university levels, and the concurrence of the provost.

Description: The University seeks approval for a Specialist in School Psychology degree program to be offered on campus. This program will be housed in the Department of Psychology within the College of Liberal Arts and Sciences.

Rationale: The proposed change requests the creation of a new terminal degree in the Department of Psychology. Currently, students complete their M.A. and an additional 30 semester hours of complete courses and supervised practicum hours after the M.A. in order to be licensed. The current “M.A.+30” program results in educational licensure in school psychology for the candidates and is similar to other degrees in the state and nationally. However, it is not currently offered as a formal degree at NIU. In addition to bringing NIU in line with other universities, this change would also address several problems that emerge because the program is not a recognized degree. Specifically, when students in the current program are post-Master’s and working toward licensure (the “+30” component), they are not officially “degree seeking” which makes them ineligible for financial aid and graduate assistantships. It also leads to confusion by both prospective students and potential employers regarding the graduates’ credentials.

Funding: There is no additional funding needed to offer this degree because all of the instructional resources (e.g., courses, practicum experiences) are in place for the existing program.

Recommendation: The University recommends that the Academic Affairs, Students Affairs and Personnel Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 18, 2020.

APPOINTMENT OF DEAN, COLLEGE OF LIBERAL ARTS AND SCIENCES

Summary: Following a national search, Robert Brinkmann has accepted an offer to be the Dean of the College of Liberal Arts and Sciences. Dr. Brinkmann is recommended for appointment at the rank of professor with tenure in the department of Geology and Environmental Geosciences.

Background: Dr. Brinkmann has served at Hofstra University on Long Island since 2011, where he served as Vice Provost for Scholarship and Research and Dean of Graduate Studies. In these roles, Brinkmann worked to enhance and expand graduate programs and to increase sponsored research funding. Dr. Brinkmann arrived at Hofstra in 2011, launching a new sustainability studies program before moving into his leadership roles in 2016. Brinkmann previously served on the faculty at the University of South Florida, also holding a variety of leadership roles including Associate Dean for Faculty in the College of Arts and Sciences, department chair, and graduate program director.

Dr. Brinkmann graduated from the University of Wisconsin-Oshkosh with a Bachelor of Science degree in Geology. He subsequently earned a Master of Science in Geology and a Ph.D. in Geography from the University of Wisconsin-Milwaukee.

Recommendation: The university recommends that the Academic Affairs, Student Affairs and Personnel Committee endorse the request that Professor Robert Brinkmann be appointed Dean of the College of Liberal Arts and Sciences, with the rank of professor with tenure in the department of Geology and Environmental Geosciences, effective July 1, 2020 and ask that the president forward it by means of the President's Report to the Board of Trustees for approval at its special meeting on May 14, 2020.

APPOINTMENT OF DEAN, COLLEGE OF LAW

Summary: Following a national search, Cassandra Hill has accepted an offer to be the Dean of the College of Law. Professor Hill is recommended for appointment at the rank of professor with tenure in the College of Law.

Background: Hill currently serves as a professor and the Associate Dean for Academic Affairs at the Texas Southern University Thurgood Marshall School of Law. Her role includes serving on the school's executive leadership team and oversight of curriculum, scheduling, and assessment. Professor Hill was been a faculty member at Texas Southern since 2008, also having held leadership positions as the Associate Dean for Research and Faculty Development and the Director of the Legal Writing Program. Professor Hill serves on the Board of Directors of the Legal Writing Institute and is founder of the firm Prep for Law.

Prior to working at Texas Southern University, Professor Hill served on the faculty at the UCLA School of Law and the California School of Law. Hill earned Bachelor of Arts degrees in Mathematics and Spanish from the University of Virginia, and her J.D. from Howard University.

Recommendation: The university recommends that the Academic Affairs, Student Affairs and Personnel Committee endorse the request that Professor Cassandra Hill be appointed Dean of the College of Law, with the rank of professor with tenure in the College of Law, effective July 1, 2020 and ask that the president forward it by means of the President's Report to the Board of Trustees for approval at its special meeting on May 14, 2020.

**RECOMMENDATIONS FOR FACULTY TENURE AND/OR
PROMOTION**

NAME

COLLEGE/DEPARTMENT/SCHOOL

**Promotion from Clinical Associate Professor to Clinical Professor
(For Informational Purposes Only)**

Wendy Vaughn

Law

Promotion from Associate Professor to Professor

Valia Allori

Philosophy

Evan Anderson

Economics

Sinclair Bell

Art and Design

David Bridgett (Early)

Psychology

Cathy Carlson

Nursing

Alastair Fletcher (Early)

Mathematical Sciences

Michael Geline

Mathematical Sciences

Angela Grippo-Wu

Psychology

Jason Hanna (Early)

Philosophy

Laura Hedin

Special and Early Education

Stacy Kelly (Early)

Special and Early Education

JeongSoo Kim

Music

Cheng-Hou Lee

Music

Melissa Lenczewski

Geology and Environmental Geosciences

Blaise Magniere

Music

Maya Mincheva

Mathematical Sciences

Jessica Reyman

English

Victor Ryzhov

Chemistry and Biochemistry

Mark Schuller (Early)

Anthropology

Barton Sharp

Management

Jui-Ching Wang

Music

Marie Wang

Music

Shaokun Yu

Accountancy

Donald Zinger

Electrical Engineering

Tenure and Promotion from Assistant Professor to Associate Professor

Mary Burns

University Libraries

Kyu Taek Cho

Mechanical Engineering

Peter Chomentowski

Kinesiology and Physical Education

Daryl Dugas

Leadership, Educational Psychology and
Foundations

Larissa Garcia

University Libraries

Vittorio Gensini (Short-Track)

Geographic and Atmospheric Sciences

Richard Grund

Theatre and Dance

Lindsay Harris

Leadership, Educational Psychology and

Kathryn Jaekel (Early)	Foundations
Jessica Labatte	Counseling and Higher Education
	Art and Design
<u>Tenure and Promotion from Assistant Professor to Associate Professor (cont.)</u>	
Jodi Lampi	Curriculum and Instruction
Xiaohui Li	Family and Consumer Sciences
Mary Katherine Martinovich	Theatre and Dance
Brian McCormick	Management
Christine Nguyen	Industrial and Systems Engineering
Zachary Wahl-Alexander (Early)	Kinesiology and Physical Education

Tenure Only at the Rank of Associate Professor

Heidi Kuehl	Law
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Promotion to Associate Professor without Tenure

Sarah Fox	Law
Maybell Romero	Law

Hired at the Rank of Professor with Tenure

Robert Brinkmann	Geology and Environmental Geosciences
Cassandra Hill	Law

Hired at the Rank of Associate Professor with Tenure

David Paige	Curriculum and Instruction
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Recommendation: The University recommends that the Academic Affairs, Student Affairs, and Personnel Committee (AASAP) endorse this request and that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 18, 2020.

**EXTENSION TO APPOINTMENT OF ACTING DEAN OF THE COLLEGE OF
LIBERAL ARTS AND SCIENCES**

The University is extending the appointment of Dr. Judy Ledgerwood as Acting Dean for the College of Liberal Arts and Sciences from May 16, 2020 until the appointment of Dr. Robert Brinkmann goes into effect on July 1, 2020. NIU Bylaws Article 19.5.2.2. requires that a waiver be obtained from appropriate shared governance bodies and the University Council for a temporary or acting administrative appointment that is extended beyond one year in length. The waiver was approved by the College of Liberal Arts and Sciences College Council on April 6, 2020, the College Senate on April 9, 2020 and the University Council on April 29, 2020.

NORTHWESTERN MEDICINE PARTNERSHIP UPDATE

Staff from Student Affairs, in collaboration with Intercollegiate Athletics, will provide an overview of NIU's partnership with Northwestern Medicine.

PROPOSED AMENDMENTS TO BOARD REGULATIONS RELATED TO RETURN FROM PARENTAL LEAVE FOR NON-REPRESENTED FACULTY

Under the current Board of Trustees Regulations articulated in Section II (Faculty and Administrative Employees), Subsection D (Benefits), 8 (Leave of Absence), the Board of Trustees in 2019 approved a parental leave benefit in 2019, as recommended through the Presidential Commission on the Status of Women (PCSW) in 2018 and supported by President Freeman. The 2018-2022 United Faculty Alliance collective bargaining agreement provides faculty members in that bargaining unit with the additional benefit of returning from paid parental leave with a period of modified duties without a reduction in salary. This amendment serves to extend the same benefit to other non-represented faculty with regular appointments.

8. Leave of Absence

a. Military Service

Leave of absence for military service will be granted in accordance with the law and the provision that after completing the first period of military service, one year shall be given to make adjustments provided that a discharge is not characterized as RE-4 or dishonorable and that the faculty or administrative employee files with the president an intention to return within three months after receiving the discharge. The employee shall be returned to the staff with at least the same rank or classification and status as upon entry to military service.

b. Temporary Military Duty

A leave of absence shall be granted for temporary military duty to any faculty or administrative employee who is a member of the Illinois National Guard, the Illinois Naval Militia, or the reserve components of the Armed Forces called for Limited Training and/or Emergency Call-Up.

(1) Limited Training

Leave with full pay for Limited Training will not exceed standards established by federal or state regulations for training activities required to maintain standing in the above military units. In the event the Limited Training is requested by the employee but not required by military authorities, the employee may be granted leave without pay by special permission of the president or designee.

(2) Emergency Call-Up

Leave with pay for Emergency Call-Up will continue for the duration of the call-up, but is not to exceed thirty calendar days. Temporary active duty shall not be deducted from the time allowed for regular military training periods.

(3) Leave Without Pay

In the event the required annual Limited Training is extended beyond fifteen days or the Emergency Call-Up beyond thirty days, the employee will be granted leave without pay for such additional days.

(4) Special Military Leaves of Absence Authorized by Statute or Executive Order

Military leaves of absence will be granted in accordance with applicable Illinois statutes and executive orders issued by the State of Illinois in response to emergency situations and military operations.

c. Bereavement Leave

Upon request, a faculty or administrative employee shall be granted, without loss of salary, bereavement leave of up to three work days due to the death of a member of his or her immediate family or household and one work day due to the death of a relative outside the immediate family or household. Such coverage shall include party to a civil union and the dependents of party to a civil union. Leaves beyond these amounts may be approved under special circumstances. However, such additional leave will normally be charged to applicable paid leave benefits. Substantiation of the reason for bereavement leave may be required.

d. Jury Duty

Upon request, a leave of absence without loss of pay shall be granted for jury duty service. An eligible employee may be granted a leave of absence without loss of pay for witness service.

e. Educational Leave

Faculty or administrative employees may be granted an educational leave with pay for advanced study upon recommendation by the president and approval by the Board. Educational leave without pay may be authorized by the president. The president or designee may establish reasonable rules for the granting of educational leave.

f. Other Leaves Without Pay

Faculty and administrative employees are not entitled to leaves of absence as a matter of right. The president or designee should weigh carefully the benefits and the disadvantages of each individual request for leave of absence without salary for personal cause and shall authorize only those requests that meet the following conditions:

- (1) There is assurance that the vacated position can either be absorbed or that a suitable replacement can be secured.*
- (2) The university will benefit by the experience gained by the person on leave.*

g. Disaster Relief - Volunteer Services

Leaves of absence will be granted for volunteer services related to disaster relief in accordance with applicable Illinois statutes or executive orders issued by the State of Illinois in response to emergency situations.

h. Parental Leave

Subject to the approval of Human Resource Services, twenty-five (25) paid work days are provided for continuous parental leave for the birth or adoption of a child or assuming the responsibility for a foster child, when the employee is the primary or coequal caregiver for the child. Whenever possible, advance notice of the need for the leave shall be provided. Parental leave shall be utilized within 12 months of the date of birth or adoption of the child and will run concurrent with Family Medical Leave (FMLA). This is intended to replace the existing twenty (20) working days of nonaccumulative leave in 6b. above

During the period following the birth or adoption of a child, upon request of the faculty member with regular appointment not represented in a collective bargaining agreement who is the

primary or coequal caregiver for the child, the university shall grant a period of modified duties without a reduction in salary. Faculty members with regular appointment not represented in a collective bargaining agreement completing any continuous paid parental leave of absence before a semester concludes will be granted modified duties status for the remainder of that semester and will be granted modified duties status in the subsequent semester. A grant of modified duties is in addition to, and does not affect, any FMLA or other leave to which the faculty member is entitled. Faculty members represented in a collective bargaining agreement are subject to terms of that collective bargaining agreement.

This information is being provided in advance of being brought forward to the Board of Trustees at their regular meeting scheduled for June 18, 2020.

ORAL ENGLISH PROFICIENCY ANNUAL REPORT 2018-2019

The governing boards of Illinois public institutions are required by Public Act 84-1434 (110 ILCS 685/30-70) to take appropriate steps to ensure the oral English language proficiency of all individuals who provide classroom instruction. In order to comply with this statute, universities are expected to implement policies and practices that verify oral English language proficiency in the delivery of classroom instruction. It is further required by NIU Board of Trustees Regulations, Section 1., F., that the university maintain a record of this compliance on behalf of the Board of Trustees.

Northern Illinois University has taken a series of steps to make certain that classroom instruction is not affected by lack of English proficiency. Graduate teaching assistants whose native language is not English, and who are engaged in oral instruction in the classroom, must have achieved a score of at least 50 on the Speaking Proficiency English Assessment Kit (SPEAK), or its equivalent (unless the language of instruction is not English). The university offers assistance for instructors and faculty to improve their oral English proficiency beyond the minimum requirement. This is done through clinics in two departments: 1) the English as a Second Language (ESL) Clinic in the Department of English; and 2) the Speech, Language and Hearing Clinic in the Department of Allied Health and Communicative Disorders. These efforts have resulted in a decline in the number of student complaints related to oral English proficiency.

The oral English proficiency requirement of the State of Illinois is clearly communicated in several university publications, including the Student Handbook, the Undergraduate Catalog, and the Graduate Catalog. The university also takes advantage of its orientation programs and its university-wide orientation course (UNIV 101) to inform students about NIU's policy on oral English proficiency. Included in these announcements of the policy is the procedure by which students can communicate any complaints.

Each college was asked to document student complaints regarding English proficiency and the corrective actions that were taken to remedy the problem. All student complaints are investigated, and prompt action is taken as appropriate. Of the 7 colleges that were requested to provide information on ESL, no complaints were received.

The reports are kept on file in the Office of the Provost.

**COMPLAINTS REGARDING ORAL ENGLISH COMMUNICATION
OF INSTRUCTIONAL PERSONNEL**

Academic Year 2018-2019

No complaints were reported

Complaint Number	Departmental Unit	Professional Status of Instructional Person	Resolution