



NORTHERN ILLINOIS UNIVERSITY

## Department of Kinesiology and Physical Education

*College of Education*

April 13, 2022

Office of Faculty Senate  
Northern Illinois University  
DeKalb, IL 60115

### **Re: AY21-22 Summary of Service - Steve Howell**

Dear Dr. Chomentowski and NIU Faculty Senate:

I have had the great pleasure of serving as NIU's Faculty Personnel Advisor since June 2020. During this time, I have interacted with a number of faculty and administrators from the various colleges and units at the university. This experience has been challenging, but quite rewarding. I have continued to gain a better understanding of how the university's shared governance policies work and succeed, as well as how to optimize conflict resolution efforts. Please allow me to share my summary of service to the Faculty Senate through various quantifiable metrics, as well as to offer some suggestions for the future of this role.

Since my last correspondence in April 2021, I have served an additional 27 individual clients, which resulted in 72 meetings and 113 email correspondences. These interactions were generally resolved during these meetings; or the parties involved were pointed to the appropriate individual / unit for additional counsel. Additionally, I met frequently with Interim University Ombudsperson, Merlynette Griffin, General Counsel, Bryan Perry, and personnel advisors in other areas to discuss issues pertaining to the role and how they can support the position's mission and purpose. Moreover, I appreciate the faculty senate successfully discussing approving the bylaws and responsibilities associated with the position. I believe this will provide more clarity and a better understanding of the role itself.

Different from previous individuals in this role was the presence of the United Faculty Alliance (UFA). The UFA was a great asset to this role and assisted significantly to its success and support with many clients. In the future, it is my hope that this role continues to work closely with the UFA in order to optimize the success of our faculty. Additionally, it may be advantageous for this role to work closer to the Faculty Senate, UFA, and other personnel advisors to create more of an awareness to others of the services provided.

Overall, I believe this role continued to successfully address its goals and mission over the past academic year, but improvements can always be considered. I appreciate the support provided by NIU's Office of the Ombudsperson, General Counsel, and the Faculty Senate. Please feel free to reach out should you have any other questions or desire additional materials. All the best for a successful rest of the spring semester and to moving forward productively and positively.

Together Forward,

Steven M. Howell, Ph.D.  
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**Your Future. Our Focus.**