



**Northern Illinois
University**

Office of the Executive Vice President
and Provost

DATE: June 16, 2022

TO: University Council

FROM: Chad McEvoy
Chief of Staff to the Executive Vice President and Provost
Vice Provost for Faculty Affairs

RE: University Council Personnel Committee Annual Report 2021-2022

I am pleased to provide the attached report on the activities of the University Council Personnel Committee during the 2021-2022 academic year.

cc: University Council Personnel Committee

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NORTHERN ILLINOIS UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION INSTITUTION.

**REPORT OF THE UNIVERSITY COUNCIL PERSONNEL COMMITTEE
TO THE UNIVERSITY COUNCIL
2021-2022**

The University Council Personnel Committee (UCPC) met five times during the 2021-2022 academic year.

ACTIVITIES

Activities of the UCPC during the 2021-2022 academic year included the following:

- Discussed and Reviewed Committee Responsibilities.
- Drafted a Proposed Amendment to the University Council Personnel Committee duties.

Proposal to amend NIU Bylaws Article 2.2 University Council Personnel Committee

This revision was determined by the University Council Personnel Committee to define the composition and responsibilities of the new University Council Personnel Committee (the former UCPC became the Faculty Senate Personnel Committee).

ARTICLE 2: STANDING COMMITTEES OF THE UNIVERSITY COUNCIL

2.2 University Council Personnel Committee

2.2.1 Composition The University Council Personnel Committee shall consist of the following members:

- (A) Two tenure-track faculty members selected by and from the tenure-track faculty members serving on University Council.
- (B) ~~Two~~ **One** student members selected by and from the student members serving on University Council.
- (C) Two operating staff members selected by and from the operating staff members serving on University Council.
- (D) Two supportive professional staff members selected by and from the supportive professional staff members serving on University Council.
- (E) One instructor member selected by and from the instructor members serving on University Council.
- (F) One clinical faculty member serving on University Council.
- (G) The vice provost for faculty affairs who shall serve ex officio as chair, and who shall not vote.
- (H) The executive vice president and provost who shall serve ex officio, and who shall not vote.

2.2.2 Duties

2.2.2.1 ~~Provide the colleges and personnel with university criteria, current policies, and compliance dates for various personnel actions involving tenure-track faculty not covered by the faculty collective bargaining agreement, instructors not covered by the instructors collective bargaining agreement, and staff not covered by a collective bargaining agreement.~~

To act as an advisory body to the university on personnel issues. Review the personnel policies and procedures of units and all proposed changes in such policies that require University Council approval. Provide recommendations on policy changes to University Council.

2.2.2.2 Ensure that the personnel policies and procedures of the ~~individual colleges and of the University Libraries~~ university's divisions and units are up to date, ~~in compliance with university policies,~~ adequate to the demands and expectations placed upon them, and properly enforced and implemented ~~in all situations~~. To accomplish this purpose, the committee may undertake analyses of aggregate personnel decisions by ~~departments and colleges~~ units for the purpose of determining compliance by such units with university policies. In doing this, the committee shall not, however, undertake investigations or reviews of individual personnel decisions, except as such decisions must be reviewed in the context of a broader aggregate analysis of ~~college and departmental~~ unit personnel actions.

2.2.2.3 Approve the personnel policies and procedures of the individual colleges and of the University Libraries, ~~and all proposed changes in such policies, before such policies and procedures can be implemented.~~

2.2.2.4 Serve as an appeals board to hear and forward recommendations to the executive vice president and provost on individual cases involving:-

- (A) Allegations of procedural violations at the college level;-
- (B) Disagreements on a personnel decision/recommendation between a college and a department;-
- (C) Disagreements on a personnel decision/recommendation between a dean and a college council or college personnel committee;-
- (D) Concerns of the executive vice president and provost about a possible violation of personnel procedures or standards which was not resolved at the college level.-

2.2.2.5 Perform such other functions as may be assigned to it by these bylaws.