

PUBLIC NOTICE AND AGENDA

**Faculty Senate Steering Committee
Wednesday, November 11, 2020, 3 p.m.
Microsoft Teams Meeting
Northern Illinois University
DeKalb, Illinois**

All Faculty Senate Steering Committee members will receive an Outlook invitation to this Teams meeting. Others wishing to join the meeting, please contact Pat Erickson at pje@niu.edu.

- I. CALL TO ORDER**
- II. VERIFICATION OF QUORUM**
- III. ADOPTION OF THE AGENDA**
- IV. APPROVAL OF THE OCTOBER 21, 2020 MINUTES – Pages 2-3**
- V. PUBLIC COMMENT**
- VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION**
- VII. DISCUSSION AND APPROVAL OF FACULTY SENATE DRAFT AGENDA –
attached packet**
- VIII. ADJOURNMENT**

MINUTES

**Faculty Senate Steering Committee
Wednesday, October 21, 2020, 3 p.m.
Microsoft Teams Meeting
Northern Illinois University
DeKalb, Illinois**

VOTING MEMBERS PRESENT: Beyer, Buck, Chomentowski, Creed, Demir, Doederlein, Johnson, Kuehl, Petges, Slotsve, Subramony, Thu

VOTING MEMBERS ABSENT: McGowan

I. CALL TO ORDER

Faculty Senate (FS) Steering Committee chair, **K. Thu**, called the meeting to order at 3 p.m.

II. VERIFICATION OF QUORUM

A quorum was verified.

III. ADOPTION OF THE AGENDA

C. Doederlein moved to adopt the agenda, seconded by **T. Buck**. Motion passed.

IV. APPROVAL OF THE SEPTEMBER 23, 2020 MINUTES

T. Buck moved to approve the minutes, seconded by **G. Slotsve**. Motion passed.

V. PUBLIC COMMENT

VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION

K. Thu asked for two volunteers to serve on the Dean of Students Review Committee. **P. Chomentowski** volunteered. **K. Thu** will serve as the second volunteer.

K. Thu asked for a volunteer to serve on the Dean of the Graduate School/Vice President of International Affairs Search Committee. **G. Slotsve** will serve.

VII. DISCUSSION AND APPROVAL OF FACULTY SENATE DRAFT AGENDA – attached packet

A review of the October 28 draft FS agenda included the following points:

- A Faculty Senate Ad Hoc Social Justice Committee update will be provided, including a report of the committee charge.
- Speaker of the Student Senate, **B. Beyer** will present information on the Student Mental Health Initiative. **G. Slotsve** suggested that, once a syllabus statement template is established, it should be distributed to faculty through department chairs. **T. Buck** noted that the number of students struggling with mental health issues seems to have grown during the pandemic. **B. Beyer** will reach out to pandemic resource people in the Division of Student Affairs and bring that information forward within his planned presentation.
- FS will be asked to review (second reading) and vote on a proposed bylaw amendment regarding Baccalaureate Council and General Education Committee student membership.
- FS will be asked to review (first reading) a proposed bylaw amendment regarding FS Personnel Committee chairmanship.
- NIU's representative to the Faculty Advisory Council to the IBHE, **L. Saborío**, will present a report.
- No University Advisory Council to the Board of Trustees report is planned, since the BOT has not met recently.
- FS-Faculty Rights and Responsibilities Committee chair, **P. Chomentowski**, will give a brief report on this committee's work regarding the definition of "faculty," in the NIU Constitution and Bylaws and the Faculty Senate Bylaws.
- No FS-UC Rules, Governance and Elections Committee will be necessary at this time.
- The Student Government Association, Operating Staff Council and Supportive Professional Staff Council will all present brief reports.
- Recent revisions to the Spring 2021 academic calendar will be presented to FS as an informational item.

N. Petges moved to approve the October 28 FS agenda per above discussion, seconded by **N. Johnson**. Motion passed.

VIII. ADJOURNMENT

N. Johnson moved to adjourn. The motion was seconded and passed.

Meeting adjourned at 3:36 p.m.

PUBLIC NOTICE AND AGENDA - DRAFT

**FACULTY SENATE
Wednesday, November 18, 2020, 3 p.m.
Microsoft Teams Meeting
Northern Illinois University
DeKalb, Illinois**

*All Faculty Senate members will receive an Outlook invitation to this Teams meeting.
Others wishing to join the meeting, please send your request to Pat Erickson at pje@niu.edu.*

I. CALL TO ORDER

II. VERIFICATION OF QUORUM

III. ADOPTION OF THE AGENDA

IV. APPROVAL OF THE OCTOBER 28, 2020 MINUTES – Pages 4-6

V. PUBLIC COMMENT

VI. FS PRESIDENT’S ANNOUNCEMENTS

VII. ITEMS FOR FACULTY SENATE CONSIDERATION

- A. Advancing Administrative Efficiency
Chris McCord, Senior Advisor to the Vice President, Administration and Finance
- B. Faculty Senate Ad Hoc Social Justice Committee update

VIII. CONSENT AGENDA

IX. UNFINISHED BUSINESS

- A. Proposed amendment to Faculty Senate Bylaws Article 3.3, Faculty Senate Personnel Committee – Page 7
SECOND READING/VOTE

X. NEW BUSINESS

- A. Proposed amendment to Faculty Senate Bylaws Article 4.9.1, Committee for Academic Equity and Inclusive Excellence Composition – Page 8
Vernese Edghill-Walden, Vice President for Diversity
Tamara Boston, Program coordinator, Academic Diversity, Equity and Inclusion
FIRST READING

- B. Proposed Field Work Safety Policy – Page 9
Shannon Stoker, Director, Research Compliance, Integrity and Safety
Josh Schwartz, Lab Manager, Dept. of Geology and Environmental Geosciences
- C. Selection of a faculty member to serve on the Police-Citizen Advisory Group –
Page 10-12
 - 1. David Valentiner, LAS-PSYC
 - 2. Rich Grund, VPA-ARTD

XI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

- A. Faculty Advisory Council to the IBHE – Linda Saborío – report
- B. University Advisory Committee to the Board of Trustees – report
Natasha Johnson, Cathy Doederlein, Kendall Thu
Katy Jaekel, Sarah Marsh, Greg Beyer
- C. Faculty Rights and Responsibilities Committee – Peter Chomentowski, Chair
- D. Rules, Governance and Elections Committee – Ben Creed,
Liaison/Spokesperson – no report
- E. Student Government Association – report
Antonio Johnson, President
Bradley Beyer, Speaker of the Senate
- F. Operating Staff Council – Natasha Johnson, President – report
- G. Supportive Professional Staff Council – Cathy Doederlein, President – report

XII. INFORMATION ITEMS

- A. [Policy Library](#) – Comment on Proposed Policies (right-hand column on web page)
- B. [Minutes](#), Academic Planning Council
- C. [Minutes](#), Athletic Board
- D. [Minutes](#), Baccalaureate Council
- E. [Minutes](#), Board of Trustees
- F. [Minutes](#), Campus Security and Environmental Quality Committee
- G. [Minutes](#), Comm. on the Improvement of the Undergraduate Academic Experience
- H. [Minutes](#), General Education Committee
- I. [Minutes](#), Graduate Council
- J. [Minutes](#), Honors Committee
- K. [Minutes](#), Operating Staff Council
- L. [Minutes](#), Supportive Professional Staff Council

- M. [Minutes](#), University Assessment Panel
- N. [Minutes](#), University Benefits Committee
- O. [Minutes](#), Univ. Comm. on Advanced and Nonteaching Educator License Programs
- P. [Minutes](#), University Committee on Initial Educator Licensure
- Q. FS 2020-21 dates: Sep 2, Sep 30, Oct 28, Nov 18, Jan 20, Feb 17, Mar 24, Apr 21
All 2020-21 FS meetings will be held via Microsoft Teams. The Teams meeting link and the agendas will typically be sent via email on the Friday preceding each FS meeting.

XIII. ADJOURNMENT

MINUTES

FACULTY SENATE
Wednesday, October 28, 2020, 3 p.m.
Microsoft Teams Meeting
Northern Illinois University
DeKalb, Illinois

*All Faculty Senate members will receive an Outlook invitation to this Teams meeting.
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Full Transcript

VOTING MEMBERS PRESENT: Akst, Aygen, Berke, B. Beyer, Books, Borre, Buck, Butler (for Dmitruk), Carpenter, Chen, Cheyney, Chomentowski, Clark, Creed, Demir, Doederlein, Duffin, Fredericks, Furr, Grund, Hu, Hunter, Hua, Ito, A. Johnson, L. Johnson, N. Johnson, Kasper, Keddie, Kuehl, Laben, Lampi, Liberty, Maki, Mayer, McCarthy, McGowan, Mellon, Miguel, Montana, Nesterov, Onder, Palese, Penkrot, Petges, Pohlman, Qin, Richter, Riggs, Royce, Sharp, Sirotkin, Slotsve, Smith, Subramony, Sullivan, Surjadi, Tatara, Thu, Valentiner, Whedbee

VOTING MEMBERS ABSENT: Allori, Dmitruk, Fanara, Jong

OTHERS PRESENT: Barnhart, Bryan, Douglass, Falkoff, Frazier, Ghrayeb, Ingram, Klaper, Rhode

OTHERS ABSENT: G. Beyer, Ferguson, Jaekel, Marsh

I. CALL TO ORDER

Faculty Senate President, **K. Thu**, called the meeting to order at 3 p.m.

II. VERIFICATION OF QUORUM

A quorum was verified.

III. ADOPTION OF THE AGENDA

C. Doederlein moved to adopt the agenda, seconded by **E. Fredericks**. Motion passed.

IV. APPROVAL OF THE SEPTEMBER 30, 2020 MINUTES

D. Valentiner moved to approve the minutes, seconded by **E. Fredericks**. Motion passed.

V. PUBLIC COMMENT

VI. FS PRESIDENT'S ANNOUNCEMENTS

VII. ITEMS FOR FACULTY SENATE CONSIDERATION

- A. Faculty Senate Ad Hoc Social Justice Committee update
Committee charge: To identify factors contributing to institutional racism at NIU, particularly policies, procedures and practices and take actions to correct them.
- B. Student Mental Health Initiative
Brad Beyer, Speaker of the Senate, Student Government Association

VIII. CONSENT AGENDA

IX. UNFINISHED BUSINESS

- A. Proposed amendment to Faculty Senate Bylaws Article 4.5.1 Baccalaureate Council membership and Article 4.6.2.1 General Education Committee membership
Omar Ghrayeb, Vice Provost for Undergraduate Studies
SECOND READING/VOTE

D. Valentiner moved to approve the proposed amendment, seconded by **B. McGowan**. 53-yes, 0-no, 1-abstain. Motion passed.

X. NEW BUSINESS

- A. Proposed amendment to Faculty Senate Bylaws Article 3.3 Faculty Senate Personnel Committee
FIRST READING

XI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

- A. Faculty Advisory Council to the IBHE – Linda Saborío – report
- B. University Advisory Committee to the Board of Trustees – no report
Natasha Johnson, Cathy Doederlein, Kendall Thu
Katy Jaekel, Sarah Marsh, Greg Beyer
- C. Faculty Rights and Responsibilities Committee – Peter Chomentowski, Chair – report
- D. Rules, Governance and Elections Committee – Ben Creed, Liaison/Spokesperson – no report

- E. Student Government Association – report
Antonio Johnson, President
Bradley Beyer, Speaker of the Senate
- F. Operating Staff Council – Natasha Johnson, President – report
- G. Supportive Professional Staff Council – Cathy Doederlein, President – report

XII. INFORMATION ITEMS

- A. [Policy Library](#) – Comment on Proposed Policies (right-hand column on web page)
- B. [Minutes](#), Academic Planning Council
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- D. [Minutes](#), Baccalaureate Council
- E. [Minutes](#), Board of Trustees
- F. [Minutes](#), Campus Security and Environmental Quality Committee
- G. [Minutes](#), Comm. on the Improvement of the Undergraduate Academic Experience
- H. [Minutes](#), General Education Committee
- I. [Minutes](#), Graduate Council
- J. [Minutes](#), Honors Committee
- K. [Minutes](#), Operating Staff Council
- L. [Minutes](#), Supportive Professional Staff Council
- M. [Minutes](#), University Assessment Panel
- N. [Minutes](#), University Benefits Committee
- O. [Minutes](#), Univ. Comm. on Advanced and Nonteaching Educator License Programs
- P. [Minutes](#), University Committee on Initial Educator Licensure
- Q. [Annual Reports](#), 2019-20
- R. FS 2020-21 dates: Sep 2, Sep 30, Oct 28, Nov 18, Jan 20, Feb 17, Mar 24, Apr 21
All 2020-21 FS meetings will be held via Microsoft Teams. The Teams meeting link and the agendas will typically be sent via email on the Friday preceding each FS meeting.
- S. Revisions to Spring 2021 academic calendar

XIII. ADJOURNMENT

N. Johnson moved to adjourn, seconded by **B. McGowan**. Motion passed.

Meeting adjourned at 4:02 p.m.

Proposed amendment to Faculty Senate Bylaws
Article 3.3: Faculty Senate Personnel Committee

The responsibility for coordinating and chairing the Faculty Senate Personnel Committee is delegated to the vice provost for faculty affairs. This proposed amendment acknowledges that responsibility.

Article 3: Standing Committees of the Faculty Senate

3.3 Faculty Senate Personnel Committee

3.3.1 Composition All voting members of the Faculty Senate Personnel Committee shall be tenured members of the faculty. The committee shall consist of members chosen as follows:

3.3.1.1 Seven members of the Faculty Senate: one each from the faculty elected to represent the colleges of Business, Education, Engineering and Engineering Technology, Health and Human Sciences, Visual and Performing Arts, and two from among the faculty elected to represent the College of Liberal Arts and Sciences.

These members shall be appointed by the Faculty Senate prior to the selection of other members of the committee and shall serve staggered two-year terms during their membership on the Faculty Senate.

3.3.1.2 One member from each of the following college councils chosen by members of that college council: Business, Education, Engineering and Engineering Technology, Health and Human Sciences, Liberal Arts and Sciences, and Visual and Performing Arts; such members shall not be chosen from the same academic departments as the members selected for the committee from these colleges by the Faculty Senate.

3.3.1.3 One member each from the faculty of the College of Law and the University Libraries chosen by that faculty.

3.3.1.4 The vice president for research and innovation partnerships, who shall serve ex officio, and who shall not vote;

3.3.1.5 The vice provost for faculty affairs, who shall serve ex officio **as chair**, and who shall not vote;

3.3.1.6 The executive vice president and provost, who shall serve ex officio ~~as chair~~, and who shall not vote.

Proposed amendment to Faculty Senate Bylaws
Article 4: Academic Councils and Committees of the University

The proposal is to add one voting seat to the committee, an instructor, as they support faculty in executing the mission and vision of the university. Instructors, like faculty, assist in developing students' professional and academic growth and provide another perspective in achieving our goals for closing the academic equity gaps to achieve student success.

4.9 Committee for Academic Equity and Inclusive Excellence (CAEIE)

4.9.1. Composition Membership of the committee shall consist of the following:

- Chief Diversity Officer, ex officio, nonvoting;
- Director, Center for Black Studies, ex officio, voting;
- Director, Center for Latino and Latin American Studies, ex officio, voting;
- Director, Center for the Study of Women, Gender, and Sexuality, ex officio, voting;
- Director, Center for Southeast Asian Studies, ex officio, voting;
- Director, Disability Resource Center, ex officio, voting;
- Director, Asian American Studies Certificate, ex officio, voting;
- Representative from the Office of the Vice Provost for Undergraduate Academic Affairs, nonvoting;
- Representative from the Division of Student Affairs, nonvoting;
- Representative from the Office of Student Engagement and Experiential Learning;
- One faculty member from each degree-granting college, voting;
- One instructor, voting;
- Director, Testing and Academic Affairs Research Support, ex officio, nonvoting;
- One supportive professional staff member, voting;
- One curricular associate dean, nonvoting;
- One undergraduate and/or graduate student, voting.

Faculty and staff members shall be appointed to serve three-year staggered terms beginning in the fall semester, not to exceed two consecutive terms. All other members, or their designees, shall serve continuous terms. Members shall be appointed by the Provost.



Field Work Safety Policy

Purpose:

Northern Illinois University (NIU) is committed to providing faculty, staff, and students with opportunities to conduct field work in a safe environment. Field activities present a special set of hazards that can put participants at significant risk if not addressed. All individuals performing field work on behalf of the university are responsible for ensuring they work in a safe and conscientious manner and follow this policy at all times. The goal of this policy is to minimize the risk associated with field work by requiring a risk assessment prior to field activities and defining responsibilities of those involved.

Definitions:

“Field work” refers to work conducted by a student or researcher outside of a classroom or laboratory, in the natural environment. It consists of activities that are authorized by NIU conducted by faculty, staff, students and authorized individuals for the purpose of teaching, or research in locations where planning for risk in a natural environment is essential.

“Field work” does not include travel for conferences, seminars, visits to other institutions, or ROTC training.

“Field activity” is a singular activity that is part of field work.

This policy does not apply to field work that is supervised by another institution or organization.

Responsibilities:

- 1) Department Chairs or Directors with faculty, staff, or students participating in field work shall:
 - a) Ensure that each group has considered the health and safety hazards associated with these activities and completed a “[NIU Field Activity Risk Assessment](#)” for their field work.
 - b) Review and approve all “NIU Field Activity Risk Assessment” for field work.
 - c) Notify The Office of Research Compliance, Integrity & Safety (ORCIS) of any incidents.
- 2) Each Lead Instructor or Principal Investigator (PI) conducting fieldwork shall:
 - a) Complete the “NIU Field Activity Risk Assessment” for their specific field work. Field work that is comprised of multiple field activities at different locations and/or spanning multiple days can be covered with a single risk assessment. Review this Field Safety Policy and submit the form documenting the review annually.
 - b) Review the “NIU Field Activity Risk Assessment” with the participants of the field work and encourage everyone to add to the list of hazards during the trip.
 - c) Bring a Field First Aid Kit stocked with appropriate items for the field activity. A list of recommended items can be found [here](#)
 - d) Provide each participant with a copy of:
 - i) [NIU Field Tactics and Safety Strategies](#)
 - ii) [NIU Emergency Medical Information](#)
 - iii) [First Aid Report Form](#)
 - e) Notify the department of any incidents as soon as reasonably possible.
 - f) When working with other institutions or organizations, formally coordinate when possible and if their field safety policy is less stringent or nonexistent, use the NIU policy as a guideline.
- 3) Faculty, staff and students participating in fieldwork activities shall:
 - a) Review the "NIU Field Activity Risk Assessment" for this activity.
 - b) Follow guidance from the PI, Lead Instructor, and Field Team Leader for minimizing risks.
 - c) Complete the NIU Emergency Medical Information card and keep it on your person.
 - d) Notify the Field Team Leader, PI, or Lead Instructor of any newly identified hazards.
 - e) Report all incidents to the Field Team Leader, PI, or Lead Instructor.

Northern Illinois University
Department of Police and Public Safety
Police-Citizen Advisory Group
“Working Together for a Safe Campus Community”

Purpose

The purpose of the Police-Citizen Advisory Group (PCAG) is to provide a forum for the exchange of ideas and to discuss issues impacting the Northern Illinois University (NIU) campus community. Ongoing dialogues are intended to be engaging, open, and honest discussions with proactive outcomes to:

- Build trust between the NIU Police Department (NIUPD) and the community;
- Discuss issues and address matters relating to the intersection of public safety, campus climate, and the quality of life in the campus community;
- Discuss crime reduction programs with emphasis on the community policing philosophy;
- Discuss how to improve upon the delivery of police and public safety services to the NIU community.

Role of the Chief of Police

The NIU Chief of Police will convene and lead the meetings and will primarily focus on listening to issues in the campus community that are raised by the members. The Chief will also be transparent when discussing police matters, while respecting victims’ privacy and confidentiality afforded to involved police officer(s) under the Peace Officers Bill of Rights. The Chief may also suggest issues to be brought before the PCAG.

Role of Members

The PCAG seeks membership from key constituencies representing students, staff, and faculty. The role of individual members is to provide input which reflects the concerns, visions, and ideas of their respective communities. Members will report back to their community with information on PCAG activities and gather input from the community to share with the PCAG.

Agendas

The PCAG will meet every other month during the academic year, and the Chief may announce an ad hoc meeting based on a notable or controversial event involving the campus community. On a regular basis, PCAG members and the Chief of Police may add items to the agenda prior to a scheduled meeting. These items will be included on the agenda of upcoming meetings. Agenda items include areas of interest to the PCAG, critical issues, campus community concerns and upcoming campus events.

Membership Criteria

The PCAG will reflect the diverse nature of the campus and consist of the following 11 volunteer members:

1. A faculty representative chosen by the Faculty Senate;
2. A Supportive Professional Staff (SPS) representative chosen by the SPS Council;
3. A staff representative chosen by the Operating Staff Council;
4. A graduate student representative chosen by the Graduate Council;
5. An undergraduate student representative chosen by the Student Government Association;

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6. A student representative from the Cultural Resource Centers chosen by the Vice-President for Academic Diversity, Equity, and Inclusion;
7. A student representative from the Student-Athlete Advisory Committee chosen by the Associate Vice President and Director of Athletics;
8. One student representative chosen by the Associate Vice President of Student Affairs and Dean of Students from each of the following areas:
 - a. A student living in campus housing from the Residence Hall Association.
 - b. A student living off campus from the Commuter and Off Campus Student Services.
 - c. A student from Student Involvement / Student Organizations.
 - d. A student from Fraternity and Sorority Life.

PCAG members will serve in the position for one academic year and are eligible to serve additional time in the absence of new volunteers. Additional representatives of the campus community may be added at the discretion of the Chief of Police.

Member Responsibilities

PCAG members agree to treat each other with respect. The values and principles identified in the Northern PACT are:

- Curiosity and Creativity
- Equity and Inclusion
- Ethics and Integrity
- Service and Responsibility
- Pride in The Pack

Members of the PCAG are responsible for active engagement as a positive contributor to the working group, including:

- Communicating community opinions, attitudes, and needs to NIUPD Chief Police;
- Gaining awareness of campus police programs and services, and analyzing problems and community needs;
- Providing fellow campus community members with information about campus police policies and programs;
- Offering new proposals and recommending changes in campus police programs and policies;
- Making recommendations to the NIU Chief of Police for improvements in police interactions with the community.

PCAG Recommendation Guidelines

When presenting recommendations to the Chief of Police, PCAG members will consider the following:

- All recommendations should be in written form;
- Recommendations should identify the reasons for the changes suggested;

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- All ideas should be expressed in clear and concise language;
- Proposed solutions should be viable and cost-effective;
- The advice should reflect a consensus of a majority of the group members.

DRAFT