

## **PUBLIC NOTICE AND AGENDA**

**Faculty Senate Steering Committee  
Wednesday, January 19, 2022, 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](mailto:pje@niu.edu).

- I. CALL TO ORDER**
- II. VERIFICATION OF QUORUM**
- III. ADOPTION OF THE AGENDA**
- IV. APPROVAL OF THE NOVEMBER 10, 2021 MINUTES** – Pages 2-3
- V. PUBLIC COMMENT**
- VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION**
  - A. Faculty Senate to meet virtually on January 26, 2022.
- VII. DISCUSSION AND APPROVAL OF FACULTY SENATE DRAFT AGENDA** – attached packet
- VIII. ADJOURNMENT**

## MINUTES

**Faculty Senate Steering Committee  
Wednesday, November 10, 2021, 3 p.m.  
Altgeld Hall 225  
Northern Illinois University  
DeKalb, Illinois**

**VOTING MEMBERS PRESENT:** Abdel-Motaleb, Birch, Borg (for Bohanon), Chomentowski, Collins, Creed, Marsh, McConkie, McGowan, Montana, Slotsve

**VOTING MEMBERS ABSENT:** Bohanon, Hunter, Petges

### **I. CALL TO ORDER**

Faculty Senate (FS) President **P. Chomentowski** called the meeting to order at 3 p.m.

### **II. VERIFICATION OF QUORUM**

A quorum was established.

### **III. ADOPTION OF THE AGENDA**

**B. Creed** moved to adopt the agenda, seconded by **D. McConkie**. Motion passed.

### **IV. APPROVAL OF THE OCTOBER 20, 2021 MINUTES – Pages 2-3**

**B. McGowan** moved to approve the minutes, seconded by **S. Marsh**. Motion passed.

### **V. PUBLIC COMMENT**

### **VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION**

President Freeman will present the State of the University address, at 3 p.m. Tuesday, Nov. 16, Barsema Alumni & Visitors Center. Online viewing also will be available.

President Freeman will present the University Goals to the Board of Trustees at a special meeting scheduled for 1:30 p.m., Thursday, Nov. 18, Altgeld Hall 315. Online viewing also will be available.

**I. Abdel-Motaleb** shared his concern regarding attrition impact on faculty staffing.

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

**Z. Birch** moved to approve the November 17, 2021, FS draft agenda, seconded by **G. Slotsve**. A review of the November 17, 2021, draft FS agenda included the following points:

- Chief of Staff to the President Matt Streb will present a brief COVID-19 update and will take questions from the FS floor.
- Interim Ombudsperson Merlynette Griffin will present on her role at NIU.
- Provost Ingram will be present to hear from FS members information on any delays and/or obstacles they've experienced in getting journal manuscripts peer reviewed and/or published.
- Proposed amendment to FS Bylaws, Articles 2, 8, and 14, will be presented for discussion and vote; the proposal has been updated based on feedback received. **S. Marsh** suggested that information regarding the history of this project, including the names of those who worked on it over the years, be added to the introduction box of the proposal.
- Reports are anticipated from NIU's representatives to the Faculty Advisory Council to the IBHE, the University Advisory Committee to the Board of Trustees, Student Government Association, Operating Staff Council and Supportive Professional Staff Council.

The motion to approve passed.

**VIII. ADJOURNMENT**

**Z. Birch** moved to adjourn, seconded by **B. Creed**. Motion passed.

Meeting adjourned at 3:30 p.m.

**PUBLIC NOTICE AND AGENDA - DRAFT**

**FACULTY SENATE  
Wednesday, January 26, 2022, 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 contact Pat Erickson at [pje@niu.edu](mailto:pje@niu.edu).

**I. CALL TO ORDER**

**II. VERIFICATION OF QUORUM**

**III. ADOPTION OF THE AGENDA**

**IV. APPROVAL OF THE NOVEMBER 17, 2021, MINUTES – Pages 4-6**

**V. PUBLIC COMMENT**

**VI. FACULTY SENATE PRESIDENT’S ANNOUNCEMENTS**

**VII. ITEMS FOR FACULTY SENATE CONSIDERATION**

- A. Human Resource Services  
Bill Hodson, Senior Associate Vice President
- B. The Bob Lane Faculty Advocacy Award – call for nominations – Page 7  
Submit written letters of nomination to Faculty Senate President Peter Chomentowski no later than noon Wednesday, Feb. 16.

**VIII. CONSENT AGENDA**

- A. Approve the appointments of Therese Arado, College of Law, and Linda Saborío, Department of World Languages and Cultures, to serve on the NIU Ombudsperson Search Committee.

**IX. UNFINISHED BUSINESS**

## **X. NEW BUSINESS**

- A. Proposed amendment to FS Bylaws:  
Article 2, Officers of the Faculty Senate  
Article 8, Personnel Review Responsibilities  
Article 14, Faculty and SPS Personnel Advisor  
Pages 8-12  
FIRST READING  
Peter Chomentowski, Faculty Senate President  
David Valentiner, Faculty Senate member, Dept. of Psychology

## **XI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES**

- A. Faculty Advisory Council to the IBHE –  
Linda Saborío, NIU representative to FAC-IBHE
- B. University Advisory Committee to the Board of Trustees –  
Felicia Bohanon, Holly Nicholson, Peter Chomentowski  
Katy Jaekel, Karen Whedbee, Greg Beyer
- C. Faculty Rights and Responsibilities Committee –
- D. FS/UC Rules, Governance and Elections Committee –  
Ben Creed, RGE/FS Liaison/Spokesperson
- E. Social Justice Committee –  
Ismael Montana, Chair
- F. Student Government Association –  
Devlin Collins, President  
Dallas Douglass, Speaker of the Senate
- G. Operating Staff Council –  
Natasha Johnson, Representative  
Zac Birch, Representative
- H. Supportive Professional Staff Council –  
Felicia Bohanon, President  
Stephanie Richter, Representative

## **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 meets monthly on Wednesdays, 3 p.m.  
Spring 2022 meeting dates: Jan 26, Feb 23, Mar 30, Apr 27.

### **XIII. ADJOURNMENT**

## MINUTES

**FACULTY SENATE**  
**Wednesday, November 17, 2021, 3 p.m.**  
**Barsema Alumni and Visitors Center**  
**231 N. Annie Glidden Road**  
**Northern Illinois University**  
**DeKalb, Illinois**

[Full transcript](#)

**VOTING MEMBERS PRESENT:** Abdel-Motaleb, Akst, Bardolph, Birch, Bohanon, Books, Cheyney, Chomentowski, Clark, D. Collins, V. Collins, Creed, Douglass, Duffin, Duffrin, Fredericks, Gorman, Hu, Hunter, Ito, Jong, Keddie, Kim, Knoll, Liberty, Lulinski, Maki, Marsh, McConkie, McGowan, Montana, Montgomery, Nicholson (for N. Johnson), Palese, Penkrot, Qin, Richter, Rigert, Serowka, Sharp, Slotsve, Smith, Staikidis, Sullivan, Vaezi, Valentiner, Whedbee

**VOTING MEMBERS ABSENT:** Allori, Bennett, Bujarski, Carpenter, Chen, Grund, Halverson, N. Johnson, Lampi, Nesterov, Petges, Sirotkin, Vahabzadeh

**OTHERS PRESENT:** Bryan, Griffin, Groza, McEvoy, Streb

**OTHERS ABSENT:** Beyer, Falkoff, Ferguson, Jaekel, Saborío

### **I. CALL TO ORDER**

Faculty Senate President **P. Chomentowski** called the meeting to order at 3 p.m.

### **II. VERIFICATION OF QUORUM**

A quorum was verified.

### **III. ADOPTION OF THE AGENDA**

**D. Douglass** moved to adopt the agenda, seconded by **D. Collins**. Motion passed.

### **IV. APPROVAL OF THE OCTOBER 27, 2021, MINUTES**

**F. Bohanon** moved to approve the minutes, seconded by **B. Creed**. Motion passed.

### **V. PUBLIC COMMENT**

**VI. FACULTY SENATE PRESIDENT’S ANNOUNCEMENTS**

**VII. ITEMS FOR FACULTY SENATE CONSIDERATION**

- A. COVID-19 Updates  
Matt Streb, Chief of Staff to the President and Liaison to the BOT
- B. Role of the NIU Ombudsperson  
Merlynette Griffin, Interim Ombudsperson
- C. Journal Manuscript Peer Review and Publication Process Concerns  
Pete Chomentowski, President of Faculty Senate

**VIII. CONSENT AGENDA**

**IX. UNFINISHED BUSINESS**

- A. Proposed amendment to FS Bylaws:  
Article 2, Officers of the Faculty Senate  
Article 8, Personnel Review Responsibilities  
Article 14, Faculty and SPS Personnel Advisor  
SECOND READING/VOTE  
Peter Chomentowski, FS President

**D. Serowka** moved to approve the proposal, seconded by **X. Hu**. Motion failed.

Yes – 21

No – 9

Abstain – 16

**X. NEW BUSINESS**

**XI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES**

- A. Faculty Advisory Council to the IBHE – no report  
Linda Saborío, NIU representative to FAC-IBHE
- B. University Advisory Committee to the Board of Trustees – report  
Felicia Bohanon, Holly Nicholson, Peter Chomentowski  
Katy Jaekel, Karen Whedbee, Greg Beyer
- C. Faculty Rights and Responsibilities Committee – no report  
Nancy Petges, Chair
- D. FS/UC Rules, Governance and Elections Committee – no report  
Ben Creed, RGE/FS Liaison/Spokesperson



- E. Social Justice Committee – no report  
Ismael Montana, Chair
- F. Student Government Association – report  
Devlin Collins, President  
Dallas Douglass, Speaker of the Senate
- G. Operating Staff Council – report  
Natasha Johnson, Representative  
Zac Birch, Representative
- H. Supportive Professional Staff Council – report  
Felicia Bohanon, President  
Stephanie Richter, Representative

## **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
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- 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 meets monthly on Wednesdays, 3 p.m. in the Barsema Alumni & Visitors Center, 231 N. Annie Glidden Road, DeKalb.

2021-22 meeting dates: Sep 1, Sep 29, Oct 27 (Altgeld Auditorium), Nov 17, Jan 26, Feb 23, Mar 30, Apr 27.

## **XIII. ADJOURNMENT**

**X. Hu** moved to adjourn, seconded by **B. Creed**. Motion passed.

Meeting adjourned at 3:47 p.m.

## **Bob Lane Faculty Advocacy Award**

The Bob Lane Faculty Advocacy Award recognizes an NIU faculty member for special service to the faculty.

Submit written letters of nomination, identifying the reasons why the nominee should receive the award, to the Office of Faculty Senate no later than noon Wednesday, February 16, 2022. Those letters will be included in the February 23, 2022 meeting agenda packet, and the Faculty Senate will vote on the recipient at that meeting. The recipient will be honored at the March 30, 2022 meeting.

Award recipients are commemorated on a permanent plaque displayed in the Holmes Student Center, which includes the names of all recipients.

### **Bob Lane Award Recipients**

Dave Ripley – 1995-1996  
Ken Bowden – 1996-1997  
Lorys Oddi – 1997-1998  
Sherman Stanage – 1998-1999  
Herbert Rubin – 1999-2000  
Robert Suchner – 2000-2001  
James King – 2001-2002  
David Wagner – 2002-2003  
Elizabeth Miller – 2003-2004  
Joseph “Buck” Stephen – 2004-2005  
Rosemary Feurer – 2009-2010  
Charles Cappell – 2011-2012  
George Slotsve – 2015-2016  
Therese A. Clarke Arado – 2016-2017  
Donna Munroe – 2017-2018  
Kendall Thu – 2018-2019  
Jim Wilson – 2019-2020  
Fred Markowitz – 2020-2021  
William J. Mills, III – 2021-22

## **Proposed amendment to Faculty Senate Bylaws, Articles 2, 8 and 14**

These proposed amendments are intended to accomplish several goals:

- During the 2020-21 academic year, Faculty Senate discussed and considered that the existing annual evaluation processes of the Faculty Senate president and the faculty personnel advisor, as outlined in Article 8, should be streamlined. This proposal removes the existing evaluation processes outlined in Article 8 and, as an alternative, establishes a streamlined process, which requires that an annual report be provided to Faculty Senate at the last regular meeting of the spring semester and subsequently provided to the executive vice president and provost. This alternative process was piloted during spring 2021. This proposal incorporates the alternative process in Articles 2.5 and 14.2.6.
- The title, scope of duties and compensation of the faculty and SPS personnel advisor have evolved over the years. The person holding this position is now considered to be the faculty personnel advisor, and the scope of duties relates only to faculty. This proposal incorporates amendments to align with current practice.

History of Article 14, Faculty Personnel Advisor proposal: Originally, the Faculty Senate Bylaws provided for a Faculty & SPS Personnel Advisor, and that bylaw language is still currently in place today. However, in 2016 and 2017, the Operating Staff Council (2016) and the SPS Council (2017) received provost approval to pilot personnel advisor positions dedicated to their specific constituencies. As a result, the “Faculty & SPS Personnel Advisor” now serves only faculty and not SPS employees.

Beginning in 2017, an ad hoc working group undertook to develop a proposal to codify, in shared governance bylaws, the three separate advisor positions (OS, SPS, Faculty). Over the years, working group partners have included: Faculty Personnel Advisors Paul Stoddard, Sarah McHone-Chase and Steve Howell; Operating Staff Personnel Advisor John Hulseberg; SPS Personnel Advisor Jeanne Meier; FS Presidents Linda Saborío, Therese Arado, Kendall Thu and Peter Chomentowski; Operating Staff Council Presidents Holly Nicholson, Jeffry Royce, Barb Andree and Natasha Johnson; SPS Council Presidents Cathy Doederlein and Felicia Bohanon; Ombudspersons Sarah Klaper and Merlynette Griffin; Interim Provost Chris McCord; and Chief of Staff to the President Matt Streb.

The OS and SPS personnel advisor proposal was finalized during spring 2021 and brought forward to University Council for a first reading on April 28, 2021. During the summer of 2021, the OS and SPS proposal was refined per feedback and approved by University Council on October 6, 2021. It now exists in the [NIU Bylaws as Article 12](#).

The faculty personnel advisor proposal was finalized during summer 2021 and brought to Faculty Senate for a first reading on September 29, 2021, then brought back for further consideration on October 27 and November 17, 2021. That motion failed on November 17.

Following conversation with United Faculty Alliance President Kerry Ferris, this proposal is now being brought forward to Faculty Senate for a new first reading at its January 26, 2022, meeting.

## **ARTICLE 2: OFFICERS OF THE FACULTY SENATE**

**2.1** The president of the Faculty Senate shall be elected as follows:

**2.1.1** The initial selection of candidates for the office of president of the Faculty Senate shall take place at the third spring semester meeting of the Faculty Senate. Any Faculty Senate voting member may nominate or second the nomination of a candidate. To be qualified to serve, the candidate must be an elected tenure-track faculty member of the Faculty Senate for the current year and for the ensuing year.

**2.1.2** Candidates for the office of Faculty Senate president shall submit a letter of acceptance of nomination to be included with the agenda for the fourth (last) spring semester regularly scheduled meeting of the Faculty Senate.

**2.1.3** An election of the Faculty Senate president shall be conducted by ballot at the last regularly scheduled Faculty Senate meeting of the normal academic year. All Faculty Senate voting members present may cast a ballot for the candidate. If there are more than two candidates, one must receive a majority of the votes cast in order to be elected. If no candidate receives a majority, subsequent ballots will be taken, removing the candidate receiving the fewest votes until one is selected.

**2.2** The Faculty Senate shall elect from its voting members a vice president. The president of the Faculty Senate shall appoint a parliamentarian with the advice and consent of the Faculty Senate. The parliamentarian shall be a member of the faculty but need not be a voting member of the Faculty Senate.

**2.3** The election of the vice president, and the consent of the parliamentarian appointment, shall take place at the first Faculty Senate meeting of the academic year.

**2.4** The term of office for the president shall begin July 1 and shall be for one year. The term of office for the vice president and parliamentarian shall begin August 16 and shall be for one year. The vice president and parliamentarian may serve successive terms.

**2.5** The Faculty Senate president shall submit a written annual report, to be provided to the Faculty Senate at the last meeting of the spring semester and subsequently provided to the executive vice president and provost.

## **ARTICLE 8:—**

### **PERSONNEL REVIEW RESPONSIBILITIES**

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The Faculty Senate has the responsibility for annual reviews of the Faculty Senate president/University Council chair and the faculty personnel advisor. In the case of the president/chair, the Faculty Senate evaluation shall constitute the total personnel rating for that portion of the year the position is held. In the case of the faculty personnel advisor, the Faculty Senate evaluation shall constitute one half of the personnel rating for that portion of the year the position is held. These evaluations shall be forwarded to the executive vice president and provost who shall determine the annual salary increment for the president/chair and who shall determine the salary increment for the faculty personnel advisor after receiving the evaluation given for other professional activities by the faculty personnel advisor's academic department.

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**8.1** The annual evaluation of the services of the faculty personnel advisor shall be conducted by a committee composed of three members of the Faculty Senate chosen by lot and one member of the SPS Council. The annual evaluation of the services of the president/chair in performance of that role shall be conducted by a joint committee composed of seven members of the Faculty Senate and University Council chosen by lot: Two faculty members from the Faculty Senate; two faculty members from the University Council; one supportive professional staff member from either Faculty Senate or University Council; one operating staff member from either Faculty Senate or University Council; and one student member from either Faculty Senate or University Council. The committee is empowered to seek and receive individual recommendations from the members of the Senate and University Council, and to seek such other information as it may find necessary in order to complete its task. The completed evaluation shall be presented to the Faculty Senate for its endorsement, and then it shall be forwarded to the executive vice president and provost of the university for appropriate action.

## **ARTICLE 14: FACULTY AND SPS PERSONNEL ADVISOR**

The Faculty and SPS Personnel Advisor is a resource person whose services are available to any faculty member (ranked or no-rank faculty), administrator, Supportive Professional Staff member, or personnel body in the university. In cases in which the issue in question is covered by a collective bargaining agreement between a faculty union and the university board of trustees, the Faculty Personnel Advisor may refer a faculty member to their union representative. The Faculty Personnel Advisor has no role in the grievance procedures that are part of collective bargaining agreements that cover the work of faculty. The advisor's role includes such activities as the following:

- To advise faculty and SPS members about the personnel policies and procedures within the university and the courses of action open to faculty and SPS members them;
- To advise and assist faculty and SPS members who are experiencing difficulties with the personnel process;
- To advise and assist faculty and SPS members dissatisfied with personnel decisions;
- To observe the workings of the personnel process and to recommend needed changes or clarification;
- And to serve as grievance officer in cases of faculty members pursuing the grievance procedure set forth in Article 15.2 of these bylaws. advise faculty members pursuing the resolution of other concerns or issues.

### **14.1 Qualifications**

The advisor shall be a full-time, tenured faculty member. The advisor shall have had experience with the personnel process at various levels and be familiar with the administrative structure and operations of the university.

### **14.2 Conditions of Employment**

**14.2.1** The advisor shall receive compensation equal to one month of the median salary of all tenured professors each semester and summer session an annual stipend equal to one month of the median salary of all tenured professors, which will be consistent with the stipend of the Operating Staff and Supportive Professional Staff personnel advisors, funded through the budget of the University Council Faculty Senate.

**14.2.2** Secretarial assistance shall be provided.

**14.2.3** The advisor may not hold membership on any personnel committee within the university dealing with matters relating to merit evaluations of faculty not holding administrative positions, salary increments, tenure, promotion in rank, or leaves of absence.

**14.2.43** The advisor shall receive an initial two a three-year appointment consisting of eleven months each year, renewable for an additional 11 months. The advisor shall be ineligible for a successive term. The advisor may serve no more than two consecutive terms.

**14.2.5** Files generated by the Faculty and SPS Personnel Advisor are the property of the office of the Faculty and SPS Advisor and shall be kept for eight years. Only the Faculty and SPS Advisor shall have access to the files. After eight years, the files shall be destroyed, except that non-identifying, aggregate data may be kept indefinitely. The university will keep personnel records pursuant with record and retention regulations. The advisor will keep all active records in a locked secure location in their academic department. All inactive records will be kept for a minimum of three years and then the records will be dispositioned and destroyed by the personnel advisor.

**14.2.6** The Faculty and SPS Personnel Aadvisor shall make submit an written annual report, which will summarize the activities of the advisor (in such a way as to keep clients' identities anonymous), identify the strengths and weaknesses of the personnel process, and make recommendations for changes in the personnel process. The Faculty and SPS Personnel Advisor written annual report shall be submitted to the University Council and the Faculty Senate at the last meeting of the spring semester and subsequently provided to the executive vice president and provost. The FSPSPA Annual Report will be submitted by July 31 of each year.

**14.2.7** The advisor will undergo training with Human Resource Services, Employee Assistance Program, the Office of the General Counsel, the Office of Ethics and Compliance, and the Office of the Ombudsperson in order to ensure that they are familiar with NIU's administrative structure, policies and procedures.

### **14.3 Method of Selection**

Typically, the Faculty and SPS Personnel Aadvisor shall be elected by the Faculty Senate in the spring for a two three-year term to begin at the start of the fall semester.