

PUBLIC NOTICE AND AGENDA

**Faculty Senate Steering Committee
Wednesday, September 22, 2021, 3 p.m.
Altgeld Hall 225
Northern Illinois University
DeKalb, Illinois**

- I. CALL TO ORDER**
- II. VERIFICATION OF QUORUM**
- III. ADOPTION OF THE AGENDA**
- IV. APPROVAL OF THE AUGUST 25, 2021 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, August 25, 2021, 3 p.m.
Altgeld Hall 225
Northern Illinois University
DeKalb, Illinois**

VOTING MEMBERS PRESENT: Abdel-Motaleb, Creed, Chomentowski, Marsh, McConkie, McGowan, Montana, Petges, Slotsve

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 verified.

III. ADOPTION OF THE AGENDA

G. Slotsve moved to adopt the agenda, seconded by **D. McConkie**. Motion passed.

IV. APPROVAL OF THE APRIL 14, 2021 MINUTES – Pages 2-3

G. Slotsve moved to approve the minutes, seconded by **B. Creed**. Motion passed.

V. PUBLIC COMMENT

VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION

Members discussed the impact of the Illinois Open Meetings Act on Faculty Senate for the 2021-22 academic year.

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

A review of the September 1 draft FS agenda included the following points:

- **G. Beyer** will present on shared governance participation.
- A consent agenda will be presented for approval, including approval of: FS standing committee membership rosters, University Advisory Committee to the Board of Trustees membership roster, Ferald Bryan to serve as FS parliamentarian, faculty

candidates running unopposed to serve on committees of the university, Peter Chomentowski to serve as NIU's academic representative to the State Universities Retirement System Members Advisory Committee.

- A proposed amendment to FS Bylaws, Article 1, will be brought forward for a second reading and vote. The proposal intends to change the term length of Operating Staff representatives to Faculty Senate from three years to one year.
- A proposed amendment to FS Bylaws, Article 2.1.3 will be brought forward for a first reading. The proposal intends to remove the term, "secret," from the existing balloting language in order to comply with the spirit of the Illinois Open Meetings Act.
- A proposed amendment to FS Bylaws, Article 4.3 will be brought forward for a first reading. The proposal intends to remove the position of vice provost for institutional effectiveness from the membership roster since that position no longer exists.
- Reports are anticipated from NIU's representative to the Faculty Advisory Council to the IBHE, University Advisory Committee to the Board of Trustees, FS/UC Rules, Governance and Elections Committee, Social Justice Committee, Student Government Association, Operating Staff Council, Supportive Professional Staff Council.

S. Marsh moved to approve the September 1 draft FS agenda per above discussion, seconded by **I. Montana**.

VIII. ADJOURNMENT

N. Petges moved to adjourn, seconded by **B. McGowan**.

Meeting adjourned at 3:35 p.m.

PUBLIC NOTICE AND AGENDA - DRAFT

**FACULTY SENATE
Wednesday, September 29, 2021, 3 p.m.
Barsema Alumni & Visitors Center
231 N. Annie Glidden Road, DeKalb, IL
Northern Illinois University
DeKalb, Illinois**

I. CALL TO ORDER

II. VERIFICATION OF QUORUM

III. ADOPTION OF THE AGENDA

IV. APPROVAL OF THE SEPTEMBER 1, 2021 MINUTES – Pages 4-8

V. PUBLIC COMMENT

VI. FACULTY SENATE PRESIDENT’S ANNOUNCEMENTS

VII. ITEMS FOR FACULTY SENATE CONSIDERATION

A. University Goals – President Lisa Freeman

VIII. CONSENT AGENDA

IX. UNFINISHED BUSINESS

A. Proposed amendment to FS Bylaws, Article 2.1.3, Officers of the Faculty Senate
Page 9

SECOND READING/VOTE

Peter Chomentowski, President, Faculty Senate

B. Proposed amendment to FS Bylaws, Article 4.3, Academic Planning Council
Page 10

SECOND READING/VOTE

Beth Ingram, Provost

Omar Ghrayeb, Senior Vice Provost

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 11-15
FIRST READING
Peter Chomentowski, FS President

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
Felicia Bohanon, Holly Nicholson, Peter Chomentowski
Katy Jaekel, Karen Whedbee, Greg Beyer
- C. Faculty Rights and Responsibilities Committee – Nancy Petges, Chair – no report
- D. FS/UC Rules, Governance and Elections Committee – Ben Creed,
FS Liaison/Spokesperson

- A. Per FS Bylaws, Article 4.5.1.1 (D), selection of one tenured or tenure-track faculty member of Faculty Senate to serve as a nonvoting member of the [Baccalaureate Council](#) for 2021-22.

The BC meets the second Thursday of the month, 12:30-3 p.m. via Microsoft Teams.

- E. Social Justice Committee – Ismael Montana, Chair
- F. Student Government Association – report
Devlin Collins, President
Dallas Douglass, Speaker of the Senate
- G. Operating Staff Council – Holly Nicholson, President – report
- H. Supportive Professional Staff Council – Felicia Bohanon, 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. [2020-21 Annual Reports](#)
- R. FS meets monthly on Wednesdays, 3 p.m. in the Barsema Alumni & Visitors Center, 231 N. Annie Glidden Road, DeKalb. 2021-22 dates: Sep 1, Sep 29, Oct 27 (Altgeld Auditorium, 2nd floor), Nov 17, Jan 26, Feb 23, Mar 30, Apr 27.

XIII. ADJOURNMENT

MINUTES

FACULTY SENATE

Wednesday, September 1, 2021, 3 p.m.

Barsema Alumni & Visitors Center
231 N. Annie Glidden Road, DeKalb, IL
Northern Illinois University
DeKalb, Illinois

[Full Transcript](#)

VOTING MEMBERS PRESENT: Abdel-Motaleb, Akst, Bardolph, Books, Carpenter, Chen, Cheyney, Chomentowski, Clark, D. Collins, Creed, Douglass, Duffin, Duffrin, Fredericks, Grund, Hu, Hunter, Ito, N. Johnson, Jong, Keddie, Kim, Knoll, Lampi, Liberty, Maki, Marsh, McConkie, McGowan, Miguel, Nesterov, Penkrot, Petges, Qin, Richter, Sharp, Sirotkin, Slotsve, Smith, Staikidis, Sullivan, Vahabzadeh, Whedbee

VOTING MEMBERS ABSENT: Allori, Bohanon, Bujarski, Gorman, Montana, Montgomery, Palese, Royce, Valentiner

OTHERS PRESENT: Beyer, Bryan, Griffin, Holmes, Ingram, McEvoy, Saborío

OTHERS ABSENT: Groza, Jaekel

I. CALL TO ORDER

Faculty Senate President **P. Chomentowski** called the meeting to order at 3:05 p.m.

II. VERIFICATION OF QUORUM

A quorum was verified.

III. ADOPTION OF THE AGENDA

G. Slotsve moved to adopt the agenda, seconded by **D. Bardolph**. Motion passed.

IV. APPROVAL OF THE APRIL 21, 2021 MINUTES – Pages 4-7

G. Slotsve moved to approve the minutes, seconded by **D. Douglass**. Motion passed.

V. PUBLIC COMMENT

VI. FACULTY SENATE PRESIDENT'S ANNOUNCEMENTS

VII. ITEMS FOR FACULTY SENATE CONSIDERATION

- A. Cycles and Constellations: Reimagining Committee Participation in the Department, College, and University
Greg Beyer
Professor, School of Music
Member, University Council and University Advisory Committee to the BOT

VIII. CONSENT AGENDA

- A. Approve the 2021-22 Faculty Senate Standing Committee membership rosters per FS Bylaws, Article 3 – Page 8
- B. Approve the 2021-22 University Advisory Committee to the Board of Trustees membership roster, confirming Karen Whedbee for a three-year term, per NIU Bylaws, Article 8.4.1.1 – Page 9
- C. Approve Department of Communication Professor Ferald Bryan to serve as the 2021-22 Faculty Senate parliamentarian per FS Bylaws, Article 2.2
- D. Approve faculty candidates running unopposed to serve on committees of the university – Page 10
- E. Approve FS President Peter Chomentowski to serve as NIU’s academic representative to the [State Universities Retirement System Members Advisory Committee](#) (SURSMAC)

D. Collins moved to approve the consent agenda, seconded by **D. McConkie**. Motion passed.

IX. UNFINISHED BUSINESS

- A. Proposed amendment to FS Bylaws, Article 1, Membership of the Faculty Senate – Pages 11-12
SECOND READING/VOTE
Jeffrey Royce, Operating Staff Council

The proposal was approved.

Yes – 35

No – 1

Abstain – 2

X. NEW BUSINESS

- A. Proposed amendment to FS Bylaws, Article 2.1.3, Officers of the Faculty Senate
Page 13
FIRST READING
Peter Chomentowski, President, Faculty Senate
- B. Proposed amendment to FS Bylaws, Article 4.3, Academic Planning Council
Page 14
FIRST READING
Omar Ghrayeb, Senior Vice Provost

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
Felicia Bohanon, Holly Nicholson, Peter Chomentowski
Katy Jaekel, Karen Whedbee, Greg Beyer
- C. Faculty Rights and Responsibilities Committee – Nancy Petges, Chair – no report
- D. FS/UC Rules, Governance and Elections Committee – Ben Creed,
FS Liaison/Spokesperson – report
 - 1. Election of 2021-22 Hearing Panel – A Qualtrics ballot will be distributed to FS tenured/tenure-track voting members following the meeting.
 - 2. By-lot drawing of 15 FS tenured faculty members to serve on the 2021-22 grievance panel for student grievances

The following faculty members were selected by lot:

Sarah Marsh, Management
Bette Montgomery, Family and Consumer Sciences
Kryssi Staikidis, Art and Design
David Maki, Music
Evgueni Nesterov, Chemistry and Biochemistry
Arlene Keddie, Health Studies
In-Sop Kim, Allied Health and Communicative Disorders
Dan McConkie, Law
Melani Duffrin, Interdisciplinary Health Professions
Rich Grund, Theatre and Dance
Lisa Liberty, Special and Early Education
Valia Allori, Philosophy
Yasuo Ito, Physics

David Gorman, English
Larissa Garcia, University Libraries

3. Election of 2021-22 non-union faculty and staff grievance pool – A Qualtrics ballot will be distributed to FS tenured/tenure-track voting members following the meeting.
4. Election of Faculty Senate vice president per Faculty Senate Bylaws, Article 2.2. Nominations will be taken from the FS Floor, and election will take place during the meeting.

D. McConkie nominated **G. Slotsve**. No other nominations were made. Members approved **G. Slotsve** to serve as Faculty Senate vice president by voice vote.

5. Selection of one FS tenured/tenure-track faculty member to serve as the Faculty Senate president's designee on the 2022 BOT Professorship Award Selection Committee. Nominations will be taken from the FS floor, and election will take place during the meeting.

Committee members review approximately 10 applications online, and the committee meets two to three times between November and February. The person selected to serve on this committee cannot be a candidate for the award, nor have submitted a nomination for the award.

No one volunteered. **P. Erickson** will recruit via email following the meeting.

- E. Social Justice Committee – Ismael Montana, Chair – report
- F. Student Government Association – report
Devlin Collins, President
Dallas Douglass, Speaker of the Senate
- G. Operating Staff Council – Holly Nicholson, President – report
- H. Supportive Professional Staff Council – Felicia Bohanon, 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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- G. [Minutes](#), Comm. on the Improvement of the Undergraduate Academic Experience
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- I. [Minutes](#), Graduate Council
- J. [Minutes](#), Honors Committee
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- 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. [2020-21 Annual Reports](#)
- R. FS 2021-22 dates: Sep 1, Sep 29, Oct 27, Nov 17, Jan 26, Feb 23, Mar 30, Apr 27

XIII. ADJOURNMENT

G. Slotsve moved to adjourn, seconded by **D. Collins**. Motion passed.

Meeting adjourned at 4:06 p.m.

Proposed amendment to Faculty Senate Bylaws, Article 2.1.3

It has been determined that reference to the term, secret ballot, in Article 2.1.3 does not comply with the spirit of the Illinois Open Meetings Act (OMA). As a result, this proposal seeks to remove the word, “secret,” from the language in Article 2.1.3.

FACULTY SENATE BYLAWS

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 ~~secret~~ 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.

Proposed amendment to Faculty Senate Bylaws, Article 4.3, Academic Planning Council

The position of Vice Provost for Institutional Effectiveness has been eliminated. This proposal updates the bylaw to bring it into alignment.

4.3 Academic Planning Council

4.3.1 Composition

4.3.1.1 Faculty Representation

(A) Eight faculty representatives shall be chosen as follows: one each from the Colleges of Business, Education, Engineering and Engineering Technology, Health and Human Sciences, Liberal Arts and Sciences, Law, and Visual and Performing Arts, and one from University Libraries.

(B) College faculty shall be elected by the college council of the college they represent, or by the college faculty if there is no college council. Library faculty shall be elected by the University Libraries faculty. Faculty members shall serve three-year staggered terms beginning in the fall semester. If no elected faculty representative is a voting member of the Faculty Senate, the Senate shall elect one Senate member to serve on the council as ex officio, nonvoting member. No department shall have more than one faculty representative at any one time.

4.3.1.2 Student Representation

(A) One student, either an undergraduate or graduate student, shall be appointed annually as a voting member of the council. The appointment shall be made by the president of the Student Government Association. Terms of office for student members shall begin at the beginning of the fall semester; no such term shall extend beyond the beginning of the succeeding fall semester. Students shall be eligible for reappointment to successive terms.

4.3.1.3 Administration Representation

(A) The executive vice president and provost, who shall serve ex officio.

~~(B) The vice provost for institutional effectiveness, who shall serve ex officio, without vote.~~

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.

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 secret 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 non-unionized faculty member (ranked or no-rank faculty), administrator, Supportive Professional Staff member, or personnel body in the university. The advisor's role includes such activities as the following:

- To advise non-unionized faculty and SPS members about the personnel policies and procedures within the university and the courses of action open to non-unionized faculty and SPS members;
- To advise and assist non-unionized faculty and SPS members who are experiencing difficulties with the personnel process;
- To advise and assist non-unionized 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 non-unionized faculty members pursuing the university grievance procedures set forth in Article 15.2 of these bylaws.

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 of \$8,000 annually, equal to one month of the median salary of all tenured professors each semester and summer session a stipend 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.

14.2.4 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.

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 Advisor 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

The Faculty and SPS Personnel Advisor 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.