

PUBLIC NOTICE AND AGENDA

**FACULTY SENATE
Wednesday, April 24, 2024, 3 p.m.
Altgeld Hall Auditorium
Northern Illinois University
DeKalb, Illinois**

I. CALL TO ORDER

II. VERIFICATION OF QUORUM

III. ADOPTION OF THE AGENDA

IV. APPROVAL OF THE MARCH 27, 2024, MINUTES – Pages 4-7

V. PUBLIC COMMENT

VI. FACULTY SENATE PRESIDENT’S ANNOUNCEMENTS

VII. PROVOST’S ANNOUNCEMENTS

VIII. ITEMS FOR FACULTY SENATE CONSIDERATION

- A. Budget Update
George Middlemist
Vice President for Administration and Finance and Chief Financial Officer

Laurie Elish-Piper
Executive Vice President and Provost

John Acardo
Senior Associate Vice President and Chief Human Resources Officer

IX. UNFINISHED BUSINESS

- A. Proposed amendment to Faculty Senate Bylaws – Pages 8-12
Article 3.1, Faculty Senate Steering Committee
Article 6, Operating Procedures of the Faculty Senate
Article 7, Duties and Responsibilities of the Faculty Senate
SECOND READING/VOTE
Ben Creed, Faculty Senate President and FS Steering Committee Chair

- B. Proposed amendment to Faculty Senate Bylaws – Pages 13-14
Article 3.5, Social Justice Committee
SECOND READING/VOTE
Ben Creed, Faculty Senate President and FS Social Justice Committee Convener

X. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

- A. FS-UC Rules, Governance and Elections Committee – report
Emily McKee, FS/RGE Liaison/Spokesperson
 - 1. Election of 2024-25 President of Faculty Senate/Chair of University Council
Per FS Bylaws, Article 2 – Page 15
 - a. Ben Creed – Page 16
 - 2. Approve faculty candidates running unopposed to serve on various university-wide committees – walk-in
 - 3. Election of faculty candidates running opposed to serve on various university-wide committees. Following the meeting, a Qualtrics ballot will be distributed to the tenured/tenure track faculty, clinical faculty and instructor members of Faculty Senate.
 - 4. Faculty Senate Personnel Committee 2024-25 – Election of representatives for terms to begin in fall 2024. Those elected to serve on the FSPC must be tenured faculty members of Faculty Senate. Following the meeting, a Qualtrics ballot will be distributed to the tenured/tenure track faculty members of Faculty Senate.
- B. Faculty Advisory Council to the IBHE – report
Linda Saborío, NIU representative to FAC-IBHE
Ben Creed, NIU representative alternate to FAC-IBHE
- C. University Advisory Committee to the Board of Trustees – no report
Felicia Bohanon, Natasha Johnson, Ben Creed
Larissa Garcia, Karen Whedbee, Brad Cripe
- D. Baccalaureate Council – no report
Amanda Ferguson, Chair
Alicia Schatteman, Vice Provost for Academic Affairs
- E. Faculty Rights and Responsibilities Committee – no report
- F. Social Justice Committee – no report

- G. Student Government Association – report
Chris English, Deputy Speaker of the Senate
Landon Larkin, SGA Treasurer
- H. Operating Staff Council – report
Natasha Johnson, President
Mandy Kreitzer, OSC Representative
- I. Supportive Professional Staff Council – report
Felicia Bohanon, President
John Boswell, SPSC Representative

XI. INFORMATION ITEMS

- A. [Policy Library](#) – Comment on Proposed Policies
- B. [Minutes](#), Academic Planning Council
- C. [Minutes](#), Athletic Board
- D. [Minutes](#), Baccalaureate Council
- E. [Minutes](#), Board of Trustees
- F. [Minutes](#), Comm. on the Improvement of the Undergraduate Academic Experience
- G. [Minutes](#), General Education Committee
- H. [Minutes](#), Graduate Council
- I. [Minutes](#), Honors Committee
- J. [Minutes](#), Operating Staff Council
- K. [Minutes](#), Supportive Professional Staff Council
- L. [Minutes](#), University Assessment Panel
- M. [Minutes](#), University Benefits Committee
- N. [Minutes](#), University Committee on Initial Educator Licensure
- O. [Minutes](#), Faculty Advisory Council to the IBHE
- P. Annual Report – Carrie Kortegast, Faculty Personnel Advisor – Pages 17-18
- Q. Annual Report – Ben Creed, Faculty Senate President – Pages 19-21
- R. 2024-25 FS schedule: Sep 4, Oct 2, Oct 30, Nov 20, Jan 22, Feb 19, Mar 26, Apr 23
- S. [Spring Commencement](#)
Graduate School – Friday, May 10, 4 p.m.
Undergraduate – CLAS, CEET, CVPA – Saturday, May 11, 10 a.m.
Undergraduate – CEDU, CBUS, CHHS – Saturday, May 11, 2 p.m.

XII. ADJOURNMENT

MINUTES

FACULTY SENATE
Wednesday, March 27, 2024, 3 p.m.
Altgeld Hall Auditorium
Northern Illinois University
DeKalb, Illinois

[Full transcript](#)

VOTING MEMBERS PRESENT: Arado, Atkins, Books, Boswell, Brain, Campbell, Creed, Demir, Duffin, Ehsani (for Qin), Finch, Fotovat, Hartenhoff, Johnson, Jong, Kitner (for Guzman), Kupelian, Lampi, Larkin, Liberty, Luo, Marsh, McGowan, McKee, Mellon, Mills, Nesterov, Nyunt, Palese, Porter, Rossetti, Salimi, Sharp, Sirotkin, Staikidis, Vahabzadeh, Valentiner, Van Wienen, Whedbee, Zumanu

VOTING MEMBERS ABSENT: Akst, Barrett, Bohanon, Chomentowski, English, Guzman, Harris, Ito, Kim, Kreitzer, Martinez, Naples, Qin, Rajabi, Ross, Ruetsche, Scanlon, Slotsve, Swedlow, Wang, Xie

OTHERS PRESENT: Barnhart, Bryan, González, Harris, Schumacher, Singh, Sumner

OTHERS ABSENT: Cripe, Falkoff, Ferguson, Garcia, Hughes, Swingley

I. CALL TO ORDER

Faculty Senate President **B. Creed** called the meeting to order at 3 p.m.

II. VERIFICATION OF QUORUM

A quorum was verified.

III. ADOPTION OF THE AGENDA

K. Staikidis moved to adopt the agenda, seconded by **T. Arado**. Motion passed.

IV. APPROVAL OF THE FEBRUARY 21, 2024, MINUTES

D. Valentiner moved to approve the minutes, seconded by **T. Arado**. Motion passed.

V. PUBLIC COMMENT

VI. FACULTY SENATE PRESIDENT'S ANNOUNCEMENTS

VII. PROVOST’S ANNOUNCEMENTS

VIII. ITEMS FOR FACULTY SENATE CONSIDERATION

- A. Presentation of the Bob Lane Faculty Advocacy Award to
Professor Cindy S. York
Department of Educational Technology, Research and Assessment
- B. [Faculty Mentoring](#) Update
Janice Hamlet, Associate Vice Provost for Faculty Mentoring and Diversity
- C. Open Scholarship
Bárbara González, Vice Provost for Faculty Affairs
Fred Barnhart, Dean, University Libraries
Jaime Schumacher, Sr. Director Scholarly Communications, University Libraries

IX. UNFINISHED BUSINESS

Per FS Bylaws, Article 17.3, “To become effective, an amendment must be approved by a vote of two-thirds of those voting provided at least two-thirds of the voting members are present.” It was noted that Faculty Senate currently has 59 voting members seated, meaning that two-thirds, or 40 members, must be present in order to vote on the two scheduled proposed bylaw amendments. It was further determined that only 36 voting members were present. As a result, Items IX. A. and B. will be postponed to the April 24 Faculty Senate meeting.

- A. Proposed amendment to Faculty Senate Bylaws
Article 3.1, Faculty Senate Steering Committee
Article 6, Operating Procedures of the Faculty Senate
Article 7, Duties and Responsibilities of the Faculty Senate
SECOND READING/VOTE
Ben Creed, Faculty Senate President and FS Steering Committee Chair
- B. Proposed amendment to Faculty Senate Bylaws
Article 3.5, Social Justice Committee
SECOND READING/VOTE
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X. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES

- A. FS-UC Rules, Governance and Elections Committee – report
Emily McKee, FS/RGE Liaison/Spokesperson
 - 1. 2024-25 President of Faculty Senate/Chair of University Council
Call for nominations

- Nominations will be taken from the Faculty Senate floor during the March 27 Faculty Senate meeting.
- Letters of acceptance of nomination are due in the Office of Faculty Senate by Friday, April 12, and can be emailed to Pat Erickson at pje@niu.edu.
- Letters of acceptance of nomination will be provided to Faculty Senate voting members via email by Wednesday, April 17, and also will be included in the April 24 Faculty Senate agenda packets.
- Election of the 2024-25 Faculty Senate president/University Council chair will be held during the April 24 Faculty Senate meeting.

T. Arado nominated Ben Creed, seconded by **K. Staikidis**. Hearing no other nominations, **E. McKee** closed the nominations.

2. Election of 2024-25 Non-Union Faculty and Staff Grievance Pool – A Qualtrics ballot will be distributed to FS tenured/tenure-track voting members following the meeting.
3. Motion to approve Professor Tiffany Puckett, Department of Leadership, Educational Psychology and Foundations, to serve as Linda Saborío’s alternate to the Faculty Advisory Council to the IBHE during the 2024-25 academic year

E. McKee moved to approve Professor Tiffany Puckett to serve as Linda Saborío’s alternate for the 2024-25 academic year, seconded by **D. Valentiner**. Motion passed.

Yes – 34 votes
 No – 1 vote
 Abstain – 0 votes

- B. Faculty Advisory Council to the IBHE – report
 Linda Saborío, NIU representative to FAC-IBHE
 Ben Creed, NIU representative alternate to FAC-IBHE
- C. University Advisory Committee to the Board of Trustees – report
 Felicia Bohanon, Natasha Johnson, Ben Creed
 Larissa Garcia, Karen Whedbee, Brad Cripe
- D. Baccalaureate Council – no report
 Amanda Ferguson, Chair
 Alicia Schatteman, Vice Provost for Academic Affairs

- E. Faculty Rights and Responsibilities Committee – no report
- F. Social Justice Committee – no report
- G. Student Government Association – report
Chris English, Deputy Speaker of the Senate
Landon Larkin, SGA Treasurer
- H. Operating Staff Council – report
Natasha Johnson, President
Mandy Kreitzer, OSC Representative
- I. Supportive Professional Staff Council – report
Felicia Bohanon, President
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- J. [Minutes](#), Operating Staff Council
- K. [Minutes](#), Supportive Professional Staff Council
- L. [Minutes](#), University Assessment Panel
- M. [Minutes](#), University Benefits Committee
- N. [Minutes](#), Univ. Comm. on Advanced and Nonteaching Educator License Programs
- O. [Minutes](#), University Committee on Initial Educator Licensure
- P. 2023-24 FS schedule: Sep 6, Oct 4, Nov 1, Nov 29, Jan 24, Feb 21, Mar 27, Apr 24
- Q. [Spring Commencement](#)
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XII. ADJOURNMENT

T. Arado moved to adjourn, seconded by **D. Valentiner**. Motion passed.

Meeting adjourned at 4:13 p.m.

Proposed amendment to Faculty Senate Bylaws
Article 3.1, Faculty Senate Steering Committee
Article 6 Operating Procedures of the Faculty Senate
Article 7, Duties and Responsibilities of the Faculty Senate

Issues which fall within the Faculty Senates duties and responsibilities do not always occur within the academic year. However, the Faculty Senate has no mechanism to operate outside of the academic year. Other public universities in Illinois have bylaws which enable the Faculty Senate (or equivalent body) to convene and make decisions outside of the academic year, often by designating standing committees of the full body to act on its behalf. NIU's University Council has a mechanism to operate over the summer. This proposal seeks to enable the Faculty Senate to conduct its business when urgent matters arise outside of the academic year by delegating its authority to the Faculty Senate Steering Committee. Language has been added to clearly state Faculty Senate retains their right to review and reconsider any decisions taken by the Faculty Senate Steering Committee on behalf of the Faculty Senate.

FS Bylaws, Article 3.1 would designate the Faculty Senate Steering Committee to serve in this way and extends the terms of those serving on this committee to ensure continuity over the summer. FS Bylaws, Article 6.5 describes when the Faculty Senate Steering Committee is authorized to act on behalf of the Faculty Senate. Guidelines for calling and holding meetings are included, as is a requirement to notify all faculty senators prior to meeting. All actions taken outside of the academic year will be reported to the full Faculty Senate at the first regular meeting following such an action.

While precedence is that the Faculty Senate sets the academic calendar, this has never been codified in the FS Bylaws. After consultation with senior administration and the Faculty Senate Steering Committee, it is proposed to codify this responsibility as one of the Faculty Senate's responsibilities through the proposed amendment to FS Bylaws Article 7.3.

Revisions to the proposal, made per Faculty Senate first reading discussion, are shown in yellow highlighting.

ARTICLE 3: STANDING COMMITTEES OF THE FACULTY SENATE

3.1 Steering Committee

3.1.1 Composition

The Steering Committee shall be chaired by the president and shall consist of the following:

The chairs of the Faculty Senate standing committees;

The president and vice president;

With the advice and consent of the Faculty Senate, additional members shall be appointed by the president to include one instructor, one operating staff member, one supportive professional staff member, and one student member. In addition, the president shall assure that each degree-granting college and the University Libraries are appropriately represented.

3.1.2 Duties

3.1.2.1 The Steering Committee shall advise the president between meetings of the Faculty Senate.

3.1.2.2 The committee shall prepare the agenda for distribution to Faculty Senate members prior to meetings of the Faculty Senate.

3.1.2.3 The committee will act for, and on behalf of, the Faculty Senate on matters which require immediate action or attention outside the academic year calendar, within the parameters of FS Bylaws Article 6.5.

3.1.2.4 Terms for those serving on the committee will extend to the first day of the next academic year.

3.1.2.35 In addition, the committee shall perform other duties as are assigned to it.

ARTICLE 6: OPERATING PROCEDURES OF THE FACULTY SENATE

6.5 Operating Outside the Academic Year

In order for the Faculty Senate to fulfill its duties, advise the president and otherwise participate in the governance of the university, the Faculty Senate Steering Committee is authorized to act for, and on behalf of, the Faculty Senate on matters which require immediate action or attention outside the academic year calendar with the stipulations that:

6.5.1 The Faculty Senate president or any three members of the Faculty Senate Steering Committee may call a meeting to address matters requiring action outside of the academic year calendar.

6.5.2 The Faculty Senate Steering Committee will achieve quorum, the majority of which must be tenure-track faculty. If needed, alternates for the Steering Committee members will be selected by the president of the Faculty Senate.

6.5.3 All members of Faculty Senate will be directly notified at least 48 hours in advance when the Steering Committee is convening outside of the academic year, including a description of the business to be addressed.

6.5.4 Actions taken outside of the academic year will be reported to the full Faculty Senate at the first regular meeting of the Faculty Senate following such action. The Faculty Senate retains the right to reconsider any action taken outside of the academic year.

ARTICLE 7: DUTIES AND RESPONSIBILITIES OF THE FACULTY SENATE

7.1 The Faculty Senate shall serve as the official voice of the faculty of Northern Illinois University and as the authoritative representative liaison body between the faculty and (1) the University Council, (2) the president of the university, (3) the executive vice president and provost, (4) other vice presidents with respect to their responsibilities affecting the faculty, and (5) the chair and the Board of Trustees. The Faculty Senate is the body empowered to act as an agent for the university faculty with the power to formulate policies regarding educational functions of the university.

7.2 In accordance with the Preamble and Article 7.3 of the University Constitution and the stated commitment to university governance as a shared process, the Faculty Senate shall serve the following purposes:

7.2.1 Faculty shall predominate in all policy decisions relating to the faculty personnel system, the university curriculum, and to policy decisions concerning admissions and academic policies and standards.

7.2.2 To promote the representation of the faculty in the governance of the university;

7.2.3 To encourage active faculty participation in the development of university policies and procedures;

7.2.4 To discuss and recommend as a Faculty Senate policies affecting the university as a whole;

7.2.5 To promote the welfare of the faculty and the university.

7.3 To achieve these purposes the specific functions of the Faculty Senate shall include, but not be limited to, the following:

7.3.1 To review academic policies, procedures, and practices at the university level, and to make recommendations on such matters to the appropriate administrative officers and governance bodies of the university;

7.3.2 To advance collective and individual faculty prerogatives in university policies and procedures;

7.3.3 To make recommendations on matters affecting faculty welfare;

7.3.4 To monitor and annually assess and report to the faculty and the administration the effectiveness of the faculty grievance processes;

7.3.5 To articulate and promulgate faculty positions on issues of general concern within and to the university;

7.3.6 To define and recommend mechanisms for faculty participation in university governance and in system-wide and state-wide issues;

7.3.7 To be consulted by and to advise the president of the university, the executive vice president and provost, and other appropriate university-wide administrative officers through mutually acceptable means on matters concerning university priorities, university budgets, university facilities, and university long-range planning, and on proposed changes in the administrative organizations of the university directly or primarily related to its academic mission.

7.3.8 To maintain an interactive liaison with those university shared-governance bodies established by the University Constitution and Bylaws, particularly the University Council, the Academic Planning Council, the Baccalaureate Council, and the Graduate Council;

7.3.9 To render advice and, if appropriate, act upon matters laid before it by the president of the university, other governance bodies of the university, or members of the faculty;

7.3.10 To elect faculty to serve on the University Advisory Committee (UAC) to the Board of Trustees and the Faculty Advisory Council to the Illinois Board of Higher Education.

7.3.11 To set the academic calendar, in consultation with the president, the executive vice president and provost, the chief human resource officer, and the university registrar.

Proposed amendment to Faculty Senate Bylaws, Article 3.5 Social Justice Committee

The first change in this proposal is focused on representation on the Social Justice Committee. To ensure this committee includes sufficient representation from all constituencies without placing unfair burdens on particular faculty senators, this proposal allows the tenured/tenure track faculty senators from the University Libraries and the College of Law, as well as the clinical faculty representative, to determine if they would like to serve on this committee. Currently, there is only one tenured/tenure-track faculty representative from the University Libraries and the College of Law and one clinical faculty representative, which can lead to these members being overburdened by various Faculty Senate committee requirements.

The second change is to clarify language in 3.5.2.1 so the language is aligned with how actions take place within shared governance and to add a specific item (3.5.2.6) which clarifies that the five-year reviews are summative, not penultimate. These changes were made due to feedback received after the first reading.

Changes from first reading are highlighted in yellow.

ARTICLE 3: STANDING COMMITTEES OF THE FACULTY SENATE

3.5 Social Justice Committee

3.5.1 Composition

The membership of the committee shall be Faculty Senate members appointed by the president of the Faculty Senate and approved by the Faculty Senate. One ~~faculty senator~~ ~~tenured/tenure track faculty member~~ will be appointed to the committee to represent each of the Colleges of Business, Education, Engineering and Engineering Technology, Health and Human Sciences, Liberal Arts and Sciences and Visual and Performing Arts, ~~as well as University Libraries and the College of Law.~~ A tenured/tenure track faculty member representing the College of Law and a tenured/tenure track faculty member representing University Libraries may be appointed upon their expression of interest in service on the committee. A faculty senator representing clinical faculty may be appointed upon their expression of interest in service on the committee. ~~A committee chair will be appointed from the tenured and tenure track faculty members.~~ In addition, one student, one instructor, one operating staff member, and one supportive professional staff member serving on Faculty Senate will also be appointed. A committee chair will be appointed from the tenured/tenure track faculty members.

3.5.2 Duties

The committee shall be a primary voice of tenured and tenure track faculty and advise the Faculty Senate on matters and issues to include:

3.5.2.1 Identify the intersecting structures contributing to racism, sexism, classism, ageism, transphobia, homophobia and ableism at NIU, particularly within policies, procedures and practices; and create strategic plans and take actions to correct them ~~with approval of Faculty Senate~~ operating within appropriate shared governance procedures. All substantive policy recommendations are subject to Faculty Senate Approval Evaluate progress on an annual basis with penultimate reviews every five years.

3.5.2.2 Coordinate and communicate with other campus entities to pursue social justice initiatives.

3.5.2.3 Report to Faculty Senate and provide guidance and input on issues related to institutional racism, diversity, equity and inclusion.

3.5.2.4 Facilitate discussions on social justice issues and community engagement for faculty, staff and students.

3.5.2.5 Work with relevant units/committees to strengthen anti-racism and social justice curriculum at NIU.

3.5.2.6 Evaluate progress on an annual basis with summative reviews every five years.

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 a tenured faculty voting member elected to 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.



NORTHERN ILLINOIS UNIVERSITY

University Council and Faculty Senate

April 12th, 2024

TO: Faculty Senate

FROM: Benjamin Creed

RE: Nomination for Faculty Senate President and University Council Chair

Dear Faculty Senate,

I am writing to accept the nomination to run again for Faculty Senate President and University Council Chair for the 2024-2025 academic year. I am honored to have been nominated to serve a second term in this role.

This past year I've worked collaboratively with members of the Faculty Senate and University Council to improve communication, transparency, and engagement. I have seen firsthand the impact we can have through shared governance, not only policy but also on helping shape decision-making, communication, transparency, and trust across campus as a whole. Please see my annual report for evidence of the changes and impacts we've had over the past year. I remain committed to furthering this work in the year ahead with the same guiding principles as I outlined in my nomination letter for (2023-24) - collaboratively, collegially, intentionally, and with a spirit of learning and openness.

I have had the privilege and joy of serving in this position since July 1st, 2023, working with faculty, staff, students, and administration. I have seen the promise, and value, of shared governance first-hand and I see opportunities for continued improvements to shared governance here at NIU. I remain committed to serving the NIU community in the role of Faculty Senate President and University Council Chair, helping ensure the Faculty Senate and University Council fulfill their roles and responsibilities.

Finally, I want to thank all those who I have worked with in my capacity as Faculty Senate President, University Council Chair. Shared governance is only as strong as the people who commit their time, experience, expertise, and passion to serving the NIU community. Shared governance at NIU is strong and continuing to improve due to all of you.

Thank you and I hope to continue serving NIU in this capacity.

Benjamin Creed

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NORTHERN ILLINOIS UNIVERSITY

**Department of Counseling
and Higher Education**

College of Education

April 16, 2024

Office of Faculty Senate
Northern Illinois University
DeKalb, IL 60115

Re: AY23-24 Summary of Service – Carrie Kortegast

Dear Dr. Creed and NIU Faculty Senate:

The following outlines my activities as the Faculty Personnel Advisor since my last report submitted to Faculty Senate on April 12, 2023.

Over the past year, I provided assistance to six individual faculty members across three colleges. The nature of the assistance included sharing campus resources for managing interpersonal conflict, clarifying policies regarding course scheduling, workload concerns and policies, promotion procedures and appeals processes, departmental procedures, and concerns regarding potential disciplinary action. Many of these issues seemed exasperated by particular interpersonal conflicts and dynamics within programs and departments.

The faculty ranks include two clinical faculty, three associate professors, and one professor. This included 180 email exchanges, 11 individual meetings with faculty members, and 1 co-meeting with a faculty member and their department and program chair. I also had information seeking meetings with Bárbara González, Vice Provost for Faculty Affairs for two different situations and with Cathy Doederlein, Director of Employee Experience twice regarding the same issue. These meetings were to clarify institutional policies, procedures, and other questions related to personnel matters to assist the faculty members.

For one case, I was able to assist via email as the nature of the inquiry was informational and focused on clarification of policy. For the other five cases, we exchanged multiple emails and met virtually/in-person to discuss their situations and concerns. For these meetings, I provided support, advice, and discussed potential responses. In some cases, I also reviewed and provided feedback on correspondences. When appropriate, I referred individuals to the Ombudsperson, Employee Assistance, UFA Grievance Officer and/or Human Resources. Because of the nature and complexity of two cases, they involved multiple meetings, emails, and consultation with individuals from the provost's office, human resources, and/or the UFA.

I also want to note that I was on partial FMLA for the first half of the spring semester. While I still responded to emails and held virtual and phone meetings with individuals, I was unable to meet with individuals in-person or attend on-campus meetings during this time. This was not an issue as most concerns could be resolved virtually.

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Regarding outreach efforts, I again presented to Faculty Senate on September 6, 2023 about the role of the FPA. I shared a handout to be distributed to faculty. The handout included information about the FPA position and how I can provide assistance to all faculty, regardless of rank and title. As I continue in this role, I welcome suggestions and feedback from Faculty Senate on additional outreach efforts.

This past year has also raised some questions about the role of the Faculty Personnel Advisor and ways this role can support faculty. Additionally, I have been involved in conversations about what support and training individuals serving as personnel advisors need to have. With that, I have met with Ben Creed, President of NIU Faculty Senate, several times to discuss the FPA role and ways we might enhance it. This included meeting with Bárbara González, Vice Provost for Faculty Affairs and John Acardo, Senior Associate Vice President and Chief Human Resource Officer, in January. Recommendations from these meetings included updating the NIU website faculty resources pages to include information about the role of the Faculty Personnel Advisor along with other resources and support on campus, identifying training needs for individuals in the FPA position, further conversations regarding role clarification particularly with the new HR partners positions, and increasing outreach efforts.

On April 12, 2024, the other personnel advisors on campus, Joe Lovelace and Holly Nicholson along with Brian Smith, Director of Employee Assistance and Sandra Cox, Ombudsperson, and Cathy Doederlein, Director of Employee Experience, meet to discuss our roles, issues we are facing, and ways we might collaborate, potential ongoing training, and how to support each other. There is a desire to continue this collaboration and have ongoing meetings starting this summer.

Thank you for the honor of serving in this position. Please let me know if you have any questions about the contents of this report. I look forward to continuing in this role for the next academic year.

Sincerely,

Carrie Kortegast, Ph.D.
Associate Professor | Faculty Personnel Advisor
ckortegast@niu.edu

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To: Faculty Senate
From: Benjamin M. Creed, Faculty Senate President/University Council Chair
RE: Faculty Senate Activity Report for AY 2023-2024
Date: April 12th, 2024

Position Overview:

Pursuant to the Faculty Senate's (FS) Bylaws Article 2.5 outlining the duties of the Faculty Senate President, this report hereby provides a summary of main duties and accomplishments during my term which began July 1, 2023, and extends through June 30, 2024. As the report is due to Faculty Senate at the last meeting of the AY (April 24th, 2024), the report does not include activities which occurred during the period between the last FS meeting and the end of the term.

I: Primary and Routine Duties:

- Set agenda, chaired 8 FS meetings during AY 2023-24.
- Set agenda, chaired 8 FS Steering Committee meetings during AY 2023-24.
- Set agenda, chaired 7 FS Social Justice Committee meetings during AY 2023-24.
 - Moved core work forward to completion related to amending FS Article 8.
 - Worked with FS Social Justice Committee to identify priorities for AY 2024-25.
- Set agenda, chaired 1 FS Faculty Rights and Responsibilities Committee during AY 2023-24
- Co-facilitated, co-chaired 7 University Council meetings with one more to come, with President Freeman, during AY 2023-24.
- Attended all Operating Staff Council and Supportive Professional Staff Council meetings.
- Served as primary shared governance liaison between faculty and NIU senior administration.
- Served as member of the University Advisory Council to the Board of Trustees.
- Regularly attended Board of Trustees meetings, Board of Trustee subcommittee meetings.
- Held regular meetings with University Senior Leadership, including NIU President Lisa Freeman, Executive Vice President and Provost Laurie Elish Piper, Vice Provost for Faculty Affairs Bárbara González, Vice Provost for Academic Affairs Alicia Schatteman, Vice President for Diversity, Equity, and Inclusion and Chief Diversity Officer Carol Sumner, Vice President and Chief Financial Officer George Middlemist, and others as needed.
- Held regular meetings with senior leadership of the two staff councils, President of the Supportive Professional Staff Council Felicia Bohanon, and President of the Operating Staff Council Natasha Johnson.
- Other duties as needed.

II: Faculty Senate Actions Taken:

- **Passed amendments to FS Bylaws**
 - Amendment to Faculty Senate Bylaws Article 4.8.1.6, University Assessment Panel Administration Representation, passed February 21st, 2024.
 - Amendment to Faculty Senate Bylaws Articles 3, 8, and 9 related to Tenure and Promotion, passed February 21st, 2024.

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- Amendment to Faculty Senate Bylaws Article 3.1, Article 6, and Article 7 related to the academic calendar and authority of FS to operate outside of academic year, will be voted on at April 24th, 2024 FS Meeting.
- Amendment to Faculty Senate Bylaws Article 3.5 updating Social Justice Committee bylaws, will be voted on at April 24th, 2024 FS Meeting.
- **Key topics presented at Faculty Senate meetings**
 - Blackboard Ultra Transition and updates on Curriculum (September 6th, 2023)
 - Faculty Affairs Priorities and Mental Health Early Action on Campus Act (October 4th, 2023)
 - HLC Accreditation and Multiyear Budgeting (November 1st, 2023)
 - Supreme Court Decision on Affirmative Action and impact on NIU; Updates from ADEI (November 29th, 2023)
 - Title IX and Sexual Harassment at NIU; Blackboard AI Design Assistant (January, 24th, 2024)
 - HLC Updates (February 21st, 2024)
 - Faculty Mentoring; Open Scholarship (March 27th, 2024)
 - *Planned*: Budget update (April 24th, 2024)
- **Improving Faculty Senate**
 - Initiated the use of Qualtrics surveys to learn from FS members
 - Initiated sending summary emails after each meeting to facilitate the sharing of information
 - Included standing report from Baccalaureate Council
 - Held office hours for FS President

III: University Council Meetings

- **Passed amendments to University Bylaws or NIU Constitution**
 - Amendment to NIU Bylaws Article 8.3 to remove Campus Security and Environmental Quality Committee, passed October 11th, 2023.
- **Key topics presented at University Council meetings**
 - Updates and changes in HR (September, 13th, 2023)
 - Technology accessibility and Mental Health Early Action on Campus Act (October 11th, 2023)
 - Multiyear budgeting (November 8th, 2023)
 - Updates from ADEI (December 6th, 2023)
 - Impact of Normal Road Closure (January 31st, 2024)
 - Progress towards addressing structural deficit (February 28th, 2024)
 - Supreme Court Decision on Affirmative Action and impact on NIU (April 3rd, 2024)
 - *Planned*: FAFSA updates and Normal Road Closure updates (May 1st, 2024)
- **Improving University Council**
 - Added standing budget update agenda item

IV: University Search Committee, Shared Leadership Groups, and other working groups:

- Co-chair EVPP Search Committee

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University Council and Faculty Senate

- Engagement Roundtable member, including participation in the Carnegie Action Team tasked with drafting NIU's application for redesignation as a Community Engaged Campus
- SEM 2.0 Faculty Academic Experience Committee member, and Governance, Policies, and Practices Working Group member
- Called together and chaired the Retroactive Withdrawal Working Group
- Called together and chaired the Readmission and Reentry Working Group
- General Education Working Group member

V: Other Key Activities:

- Participated in New Faculty Orientation
- Participated in the 2024 State of the University Address
- Invited to OERD staff retreat, along with President Freeman, to discuss importance of community engaged work
- Spoke to the 2023 Staff Professional Development Academy about shared governance
- Spoke to members of College of Education's EdLEAD program about shared governance
- Worked to communicate, implement changes to promotion and tenure

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