

## MINUTES

Faculty Senate Steering Committee  
Wednesday, January 17, 2024, 3 p.m.  
Altgeld Hall 225  
Northern Illinois University  
DeKalb, Illinois

**VOTING MEMBERS PRESENT:** Arado, Bohanon (for Boswell), Creed, English, Ito, Kim, Marsh, McGowan

**VOTING MEMBERS ABSENT:** Boswell, Kreitzer

### I. CALL TO ORDER

Faculty Senate (FS) 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

**F. Bohanon** moved to adopt the agenda, seconded by **T. Arado**. Motion passed.

### IV. APPROVAL OF THE NOVEMBER 15, 2023, MINUTES

**Y. Ito** moved to approve the minutes, seconded by **S. Marsh**. Motion passed.

### V. PUBLIC COMMENT

### VI. ITEMS FOR FS STEERING COMMITTEE CONSIDERATION

A. Operating outside the academic year  
Discussion and recommendation

Discussion included the following points:

- Preference to task the Steering Committee with this duty as it is already in place, and members are knowledgeable of FS operating procedures.
- Membership terms to extend until the FS convenes in the fall.
- Who can call for a meeting?
- What is the scope of authority? What is a pressing or urgent matter? When delaying would lead to significant negative consequences?

- The full FS membership should be notified when the Steering Committee is convening outside of the academic year, including a description of the business to be addressed.
- A full report of actions taken outside the academic year should be presented during the first fall semester FS meeting.
- Acknowledgement that a FS Steering Committee quorum would automatically include a faculty majority.

There was consensus to move forward, and FS President **B. Creed** was charged with refining the proposal based on today's discussion for further review at the February 14 FS Steering Committee meeting.

B. Academic calendar authority  
discussion and recommendation

Consensus that this proposal can go forward as is.

Consensus that these proposals outlined in VI. A. and B. should be brought forward to FS together.

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

**T. Arado** moved to approve the draft agenda, seconded by **S. Marsh**. Discussion included the following points:

- Under President's Announcements, updates on recent survey work will be shared, particularly in regard to AI and how it impacts campus. Also opportunities for professional development, as well as opportunities for service through committees of the university will be shared.
- Three presentations are anticipated:
  - Executive Vice President and Provost Search Update by search committee co-chairs, Matt Streb and Ben Creed;
  - Title IX, Addressing Sexual Harassment at NIU by Sarah Garner, NIU Ethics and Compliance Officer;
  - Blackboard AI Design Assistant by Stephanie Richter, Director of Teaching Excellence and Support.
- Bob Lane Award call for nominations will be announced.
- Proposed amendment to FS Bylaws, Article 4.8.1.6, University Assessment Panel – Administration Representation will be presented for a first reading.

- Proposed amendment to FS Bylaws, Articles 3, 8 and 9, encompassing updates to the tenure and promotion system, as well as the inclusion of a process for clinical and research faculty promotion, will be presented for a first reading.
- Reports are anticipated from Faculty Advisory Council to the IBHE, University Advisory Committee to the Board of Trustees, Baccalaureate Council, Student Government Association, Operating Staff Council and Supportive Professional Staff Council.

Motion to approve the draft agenda per above discussion passed.

**VIII. 2023-24 FS STEERING COMMITTEE MEETING DATES**

Aug 30, Sep 27, Oct 25, Nov 15, Jan 17, Feb 14, Mar 20, Apr 17

**IX. ADJOURNMENT**

**T. Arado** moved to adjourn, seconded by **B. Creed**.

Meeting adjourned at 4:10 p.m.