

## MINUTES

Faculty Senate Steering Committee  
Wednesday, October 25, 2023, 3 p.m.  
Altgeld Hall 225  
Northern Illinois University  
DeKalb, Illinois

**VOTING MEMBERS PRESENT:** Arado, Creed, Ito, Kim, Kreitzer, Marsh, McGowan

**VOTING MEMBERS ABSENT:** Boswell

### **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**

**S. Marsh** moved to adopt the agenda, seconded by **T. Arado**. Motion passed.

### **IV. APPROVAL OF THE SEPTEMBER 27, 2023, MINUTES – Pages 2-3**

**Y. Ito** moved to approve the minutes, seconded by **T. Arado**. Motion passed.

### **V. PUBLIC COMMENT**

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

Committee members reviewed the draft executive vice president and provost position profile. This item will be brought forward for feedback at the November 1 FS meeting.

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

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

- Under President’s Announcements, results from two recent FS surveys (one on faculty professional development and the other related to the upcoming budget presentation) will be shared. In addition, new reporting mechanisms to alert FS when proposals to eliminate academic programs are being considered will be reported to FS.
- FS will be asked to consider an amendment to the Guidelines and Principles for Establishment of the Academic Calendar, in order to remove reference to the general election day being a holiday, per clarification of state law. Additionally, FS will be asked to consider amendments to previously approved academic calendars, in order to add Friday, July 5, 2024, as an administrative closure day, and to remove the general election day holidays.

Discussion on this topic resulted in a consensus that the committee is comfortable moving forward with the proposal to update the Guidelines and with the proposal to add July 5, 2024, as an administrative closure day. But the committee requested that **B. Creed** seek further guidance on whether the general election day could be a leave day going forward through administrative closure or some other means. Concerns about the timeline for publishing the 2024-25 catalog were considered, and the committee understands that it might not be possible to delay action on amending the previously approved calendars, in particular, the 2024-25 calendar, relative to removing the general election day holiday.

- Three presentations are anticipated:
  - HLC Accreditation by Amy Buhrow, Assistant Vice Provost of Assessment and Accreditation
  - Multiyear budgeting: an overview of the process and faculty and staff engagement in the planning and implementation, by Laurie Elish-Piper, Interim Executive Vice President and Provost, and George Middlemist, Vice President for Administration and Finance and Chief Financial Officer.
  - Provost position description – Lisa Freeman, President, and Matt Streb, Chief Strategy Officer and Liaison for the Board of Trustees, will be present to receive feedback from FS.
- Reports are anticipated from the Faculty Advisory Council to the IBHE, Baccalaureate Council, Social Justice Committee, Student Government Association, Operating Staff Council and Supportive Professional Staff Council.

- Informational items will include a reminder about fall 2023 commencement.

**S. Marsh** moved to approve the draft agenda per above discussion, seconded by **T. Arado**.  
Motion 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**

It was moved and seconded to adjourn. Motion passed.

Meeting adjourned at 3:50 p.m.