PUBLIC NOTICE AND AGENDA – FACULTY SENATE

**Wednesday, February 19, 2025, 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 January 22, 2025, minutes –** Pages 5-7

**V. Public Comment**

**VI. Faculty Senate President’s Announcements**

**VII. Provost’s Announcements**

**VIII. Items for Faculty Senate Consideration**

A. Instructional Faculty: Teaching Professor/Professor of Practice

 Bárbara González, Vice Provost for Faculty Affairs

**IX. Unfinished Business**

A. Bob Lane Faculty Advocacy Award – Page 8

Faculty will vote on the recipient during the February 19 Faculty Senate meeting. The recipient will be honored at the March 26 Faculty Senate meeting.

1. Professor Todd Reeves – Pages 9-10

 Department of Educational Technology, Research and Assessment

**X. New Business**

A. Proposed amendment to FS Bylaws – Pages 11-20

 Article 10, Appeal Procedures for Academic Personnel Decisions

 Article 11, Sabbatical Leave Policy

 FIRST READING

 Ben Creed, Faculty Senate President

B. Proposed amendment to FS Bylaws – Page 21

 Article 3.5.1, Social Justice Committee Composition

 FIRST READING

 Felicia Bohanon, Supportive Professional Staff Council President

 Natasha Johnson, Operating Staff Council President

 Ben Creed, Faculty Senate President

C. Proposed amendment to FS Bylaws – Pages 22-24

 Article 8, The Academic Personnel Process

 FIRST READING

 Ben Creed, Faculty Senate President

**XI. Reports from Councils, Boards and Standing Committees**

A. Operating Staff Council – report

 Natasha Johnson, President

 1. [Civil Service Emergency Fund](https://www.niu.edu/operating-staff-council/emergency-fund/index.shtml)

 Tamara Boston, Operating Staff Council member

B. FS-UC Rules, Governance and Elections Committee – no report

 Emily McKee, FS/RGE Liaison/Spokesperson

1. President of Faculty Senate/Chair of University Council 2025-26

 Call for nominations – Page 25

* Nominations for the office of Faculty Senate president will be taken from the Faculty Senate floor during the March 26 Faculty Senate meeting. Faculty Senate voting members are asked to review the list being provided at this time and use the coming weeks to prepare for making nominations during the March 26 meeting.
* Letters of acceptance of nomination will be due in the Office of Faculty Senate by Friday, April 11.
* Letters of acceptance of nomination will be provided to Faculty Senate voting members via email by Wednesday, April 16, and also will be included in the April 23 Faculty Senate agenda packets.
* Election of the 2025-26 Faculty Senate president/University Council chair will be held during the April 23 Faculty Senate meeting.

2. 2025-26 [Student Grievance Panel](https://www.niu.edu/university-council/_pdf/student-grievance-procedures-and-hearing-guidelines.pdf) – Page 26

By-lot drawing of three tenured faculty members and three instructors to serve on the 2025-26 grievance panel for student grievances. Members serving on the panel might be called upon to review a student grievance should one be filed during the 2025-26 academic year.

 3. Faculty Personnel Advisor – Call for self-nominations – Page 27

Letters of self-nomination are to be submitted to Ben Creed, Faculty Senate President by Monday, March 17, and will be included in the March 26 Faculty Senate agenda packets for information only. Faculty Senate members will elect the faculty personnel advisor at the April 23 Faculty Senate meeting.

4. NIU representative to the Faculty Advisory Council to the IBHE – Page 28

Letters of self-nomination are to be submitted to Ben Creed, Faculty Senate President by Monday, March 17, and will be included in the March 26 Faculty Senate agenda packets for information only. Faculty Senate members will elect the FAC-IBHE representative at the April 23 Faculty Senate meeting.

C. Faculty Advisory Council to the IBHE – report

 Tiffany Puckett, NIU representative to FAC-IBHE

D. University Advisory Committee to the Board of Trustees – no report

 Felicia Bohanon, Natasha Johnson, Ben Creed

 Brad Cripe, Larissa Garcia, Tom Skuzinski

E. Baccalaureate Council – no report

 Alicia Schatteman, Vice Provost for Academic Affairs

F. Faculty Rights and Responsibilities Committee – no report

 Therese Arado, Chair

G. Social Justice Committee – report

 Ben Creed, FS President

H. Student Government Association – report

 Ja’kobe Jones, SGA President

 Manny Corpuz, Speaker of the Senate

I. Supportive Professional Staff Council – report

 Felicia Bohanon, President

**XII. Information Items**

A. [Policy Library](https://www.niu.edu/policies/) – Comment on Proposed Policies

B. [Minutes](https://www.niu.edu/university-council/committees/minutes/apc/index.shtml), Academic Planning Council

C. [Minutes](https://www.niu.edu/university-council/committees/minutes/athletics/index.shtml), Athletic Board

D. [Minutes](https://www.niu.edu/university-council/committees/minutes/bc/index.shtml), Baccalaureate Council

E. [Minutes,](http://www.niu.edu/board/meetings/index.shtml) Board of Trustees

F. [Minutes](https://www.niu.edu/university-council/committees/minutes/ciuae/index.shtml), Comm. on the Improvement of the Undergraduate Academic Experience

G. [Minutes](https://www.niu.edu/university-council/committees/minutes/gec/index.shtml), General Education Committee

H [Minutes](https://www.niu.edu/university-council/committees/minutes/gc/index.shtml), Graduate Council

I. [Minutes](https://www.niu.edu/university-council/committees/minutes/hc/index.shtml), Honors Committee

J. [Minutes](https://www.niu.edu/operating-staff-council/meetings/index.shtml), Operating Staff Council

K. [Minutes](https://www.niu.edu/spsc/meetings/index.shtml), Supportive Professional Staff Council

L. [Minutes](https://www.niu.edu/university-council/committees/minutes/uap/index.shtml), University Assessment Panel

M. [Minutes](https://www.niu.edu/university-council/committees/minutes/ubc/index.shtml), University Benefits Committee

N. [Minutes](https://www.niu.edu/university-council/committees/minutes/uciel/index.shtml), University Committee on Initial Educator Licensure

O. [Minutes](http://www.facibhe.org/meetings/minutes.php), Faculty Advisory Council to the IBHE

P. 2024-25 FS meeting dates: Feb 19, Mar 26, Apr 23

**XIII. Adjournment**

MINUTES – FACULTY SENATE

**Wednesday, January 22, 2025, 3 p.m.**

**Altgeld Hall Auditorium**

**Northern Illinois University**

**DeKalb, Illinois**

[**Full Transcript**](https://www.niu.edu/university-council/faculty-senate/agendas-minutes-transcripts/2024-2025/fs/index.shtml)

**VOTING MEMBERS PRESENT:** Akst, Alex, Arado, Barrett, Bender, Books, Boswell, Brain, Burton, Campbell, Chomentowski, Corpuz, Creed, Finch, Fotovat, Hartenhoff, Jong, Kushimo, Lampi, Liberty, Luo, McKee, Mellon, Mills, Naples, Novak, Nyunt, Palese, Qin, Rajabi, Sabio, Salimi, Schmidt, Sharp, Sirotkin, Slagstad, Stalcup, Thomas, Vahabzadeh, Valentiner, VanTilburg, Wang, Whedbee, Wheeler, Woods, Yamprai (for McGowan), Yang

**VOTING MEMBERS ABSENT:** Atkins, Bohanon, Cain, Demir, Duffin, Ito, Libman, McGowan, Nyunt, Ross, Sibley, Slotsve, Staikidis, Van Wienan

**OTHERS PRESENT:** Bennett, Bryan, Elish-Piper, Falkoff, Henton, Hughes, Middlemist, Pitney, Puckett, Tovar, Sumner, Velazquez

**OTHERS ABSENT:** Cripe, Garcia, Notebaert, Skuzinski, Strid

**I. Call to Order**

Faculty Senate President **B. Creed** called the meeting to order at 3:01 p.m.

**II. Verification of Quorum**

 A quorum was established.

**III. Adoption of the Agenda**

**P. Chomentowski** moved to adopt the agenda, seconded by **T. Arado**. Motion passed.

**IV. Approval of the November 20, 2024, minutes**

**K. Whedbee** moved to approve the minutes, seconded by **C. Campbell**. Motion passed.

**V. Public Comment**

**VI. Faculty Senate President’s Announcements**

**VII. Provost’s Announcements**

**VIII. Items for Faculty Senate Consideration**

A. Prevention, Education and Outreach & Social Justice Education

 Rose Henton, Director, Prevention Education and Outreach

 Junelle Bennett, Program Director, Prevention Education and Outreach

 Ana Velazquez, Director, Equity and Justice Education

 Amber Giffin, Assistant Director, Inclusion and Equity Education

B. NIU Football – Mountain West Conference

 Courtney Hughes, Faculty Athletics Representative

 George Middlemist, Chief Financial Officer

**IX. New Business**

A. Bob Lane Faculty Advocacy Award – Call for nominations

 Submit written letters of nomination to Faculty Senate President Ben Creed

no later than noon, Wednesday, Feb. 12.

**X. Reports from Councils, Boards and Standing Committees**

A. Faculty Advisory Council to the IBHE – report

 Tiffany Puckett, NIU representative to FAC-IBHE

B. University Advisory Committee to the Board of Trustees – report

 Felicia Bohanon, Natasha Johnson, Ben Creed

 Brad Cripe, Larissa Garcia, Tom Skuzinski

C. Baccalaureate Council – no report

 Alicia Schatteman, Vice Provost for Academic Affairs

D. Faculty Rights and Responsibilities Committee – no report

 Therese Arado, Chair

E. Social Justice Committee – no report

 Ben Creed, FS President

F. FS-UC Rules, Governance and Elections Committee – no report

 Emily McKee, FS/RGE Liaison/Spokesperson

G. Student Government Association – no report

 Ja’kobe Jones, SGA President

 Manny Corpuz, Speaker of the Senate

H. Operating Staff Council – no report

 Natasha Johnson, President

I. Supportive Professional Staff Council – no report

 Felicia Bohanon, President

**XI. Information Items**

A. [Policy Library](https://www.niu.edu/policies/) – Comment on Proposed Policies

B. [Minutes](https://www.niu.edu/university-council/committees/minutes/apc/index.shtml), Academic Planning Council

C. [Minutes](https://www.niu.edu/university-council/committees/minutes/athletics/index.shtml), Athletic Board

D. [Minutes](https://www.niu.edu/university-council/committees/minutes/bc/index.shtml), Baccalaureate Council

E. [Minutes,](http://www.niu.edu/board/meetings/index.shtml) Board of Trustees

F. [Minutes](https://www.niu.edu/university-council/committees/minutes/ciuae/index.shtml), Comm. on the Improvement of the Undergraduate Academic Experience

G. [Minutes](https://www.niu.edu/university-council/committees/minutes/gec/index.shtml), General Education Committee

H [Minutes](https://www.niu.edu/university-council/committees/minutes/gc/index.shtml), Graduate Council

I. [Minutes](https://www.niu.edu/university-council/committees/minutes/hc/index.shtml), Honors Committee

J. [Minutes](https://www.niu.edu/operating-staff-council/meetings/index.shtml), Operating Staff Council

K. [Minutes](https://www.niu.edu/spsc/meetings/index.shtml), Supportive Professional Staff Council

L. [Minutes](https://www.niu.edu/university-council/committees/minutes/uap/index.shtml), University Assessment Panel

M. [Minutes](https://www.niu.edu/university-council/committees/minutes/ubc/index.shtml), University Benefits Committee

N. [Minutes](https://www.niu.edu/university-council/committees/minutes/uciel/index.shtml), University Committee on Initial Educator Licensure

O. [Minutes](http://www.facibhe.org/meetings/minutes.php), Faculty Advisory Council to the IBHE

P. 2024-25 FS meeting dates: Jan 22, Feb 19, Mar 26, Apr 23

**XII. Adjournment**

**L. Hartenhoff** moved to adjourn, seconded by **D. Valentiner.** Motion passed.

Meeting adjourned at 3:50 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 12, 2025. Those letters will be included in the February 19, 2025, meeting agenda packet, and the Faculty Senate will vote on the recipient at that meeting. The recipient will be honored at the March 26, 2025, meeting.

Award recipients are commemorated on a permanent plaque displayed in the Faculty Senate Office, 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 – 2014-2015

Therese A. Clarke Arado – 2015-2016

Donna Munroe – 2016-2017

Kendall Thu – 2017-2018

Jim Wilson – 2018-2019

Fred Markowitz – 2019-2020

William J. Mills, III – 2020-2021

Cindy S. York – 2023-2024

February 11, 2025

Faculty Senate

Northern Illinois University

RE: Bob Lane Faculty Advocacy Award

Nomination – Dr. Todd D. Reeves

Dear Members of the Faculty Senate,

I am honored to nominate Dr. Todd D. Reeves, Associate Professor at the Department of

Educational Technology, Research and Evaluation, for the Bob Lane Faculty Advocacy Award.

As a long-standing and highly respected member of Northern Illinois University’s faculty, Dr.

Todd Reeves has demonstrated an unwavering commitment to shared governance, faculty

welfare, and institutional transparency. His tireless advocacy, knowledge of university policies,

and leadership in faculty representation make him a truly deserving recipient of this award.

Dr. Reeves is committed to faculty-shared governance and served in multiple roles across

department, college, and university levels, demonstrating a steadfast commitment to ensuring

that faculty voices are heard. His outstanding service includes membership on the **College of**

**Education College Council Committee (2024-2026)**, where he has played a critical role in

faculty-related decision-making and governance matters. Notably, he has been instrumental in

**revising the College of Education Faculty Handbook**, working diligently to solicit faculty

feedback and incorporate necessary revisions that protect faculty interests. His overall work on

the College Council and particularly his meaningful work on the College of Education Faculty

Handbook as part of his contributions to the College Council Committee reflects his dedication

to **clarity, transparency, and faculty empowerment**, ensuring that policies are **fair, wellcommunicated, and aligned with faculty needs.**

Dr. Todd Reeves currently serves as an alternate member in the Faculty Senate (2022-2025); he

advocates for faculty concerns, fair treatment, and advocacy on pressing university matters and

attends senate meetings to keep faculty informed. His election to the **University Senate** to

represent his department as a regular member starting **Fall 2025** is a testament to the high regard

his peers have for him. He **advocates for faculty concerns and keeps faculty informed on**

**pressing university matters**, demonstrating his commitment to transparency and accountability.

Beyond NIU, Dr. Todd Reeves has advocated for faculty interests in academic communities. His

role in the **Midwestern Educational Research Association (MWERA)** exemplifies his

dedication to faculty and student advocacy. Recognizing the financial burden that travel

expenses posed for NIU faculty and students attending MWERA’s annual meetings, he

successfully **advocated for relocating the conference to a more accessible venue and**

**location, significantly reducing travel costs for NIU faculty and students**. This decision will

benefit NIU faculty and students, increasing participation and professional development

opportunities. His efforts reflect **a deep commitment to accessibility and professional growth**

**for NIU faculty**.

Dr. Reeves exemplifies faculty advocacy in many ways. For example, he **supports faculty**

**through policy expertise.** His knowledge of university policies makes him the **go-to resource**

**for faculty navigating complex institutional procedures**. He provides guidance on matters

such as tenure and promotion, research compliance, and faculty evaluations, ensuring that

colleagues are well-informed and empowered to make sound decisions. He ensures faculty

representation in high-stakes decisions. He serves on the Special Hearing Board (2024-2025),

advises on research and innovation initiatives, and always ensures faculty interests are at the

forefront of decision-making. Todd Reeves also advocates for faculty **research and**

**collaboration.** As a member of the **Research and Innovation Advisory Council**, he has

actively worked to support research initiatives. Additionally, through his **research methodology**

**services role at NIU (2017-2024),** he **supports multiple research projects**. Whether through

his involvement in the department personnel committee (DPC) and the College Council, to

mention a few, he **advocates for transparency, fair evaluation processes, and faculty**

**empowerment**, ensuring that governance structures remain **faculty-driven**.

Dr. Todd Reeves embodies the essence of faculty advocacy—through his leadership, mentorship

in research, and commitment to transparency, he has significantly enhanced the academic and

professional environment at NIU. His ability to balance collegiality with strong decision-making,

fairness with firmness, and advocacy with strategic action makes him an exceptional faculty

leader.

For these reasons, I strongly and sincerely recommend Dr. Todd Reeves for the Bob Lane

Faculty Advocacy Award. His dedication to faculty interests, shared governance, and

institutional accountability makes him the most deserving recipient.

Sincerely,

*Olha Ketsman*

Olha Ketsman, Ph.D.

Assistant Professor

Department of Educational Technology, Research and Assessment

College of Education, 101B Gabel Hall

Northern Illinois University

Email: oketsman@niu.edu

**Proposed amendment to Faculty Senate Bylaws**

**Article 10, Appeal Procedures for Academic Personnel Decisions, and**

**Article 11, Sabbatical Leave Policy**

**Proposal Summary:** This proposal combines two proposed amendments to the Faculty Senate Bylaws: a) amendments to articles covering the appeal of academic personnel decisions including tenure, promotion and sabbatical determinations; b) providing clarity related to sabbatical eligibility. The Faculty Senate Personnel Committee (FSPC) voted to forward these recommendations for consideration by the full Faculty Senate at their January 14, 2025, meeting.

The current policies governing appeals of personnel decisions – Articles 10.2 and 11.3 of the Faculty Senate Bylaws – have not recently been reviewed for improvements. Article 10.2 currently contains out-of-date information, terminology, and an overly onerous process. Articles 11.3.2, 11.3.4, and 11.3.6 used a different timeline (14 calendar days) for filing an appeal of a sabbatical determination than the timeline for appealing tenure or promotion decisions (10 working days). A working group undertook a review of the current language in Article 10.2 and made suggestions to the FSPC based on the following principles:

* Promotion and tenure recommendations should be the purview of the FSPC and not fall to any other body;
* The FSPC tenure and promotion recommendation for a faculty member should be paused until appeals are all resolved;
* Formal investigations and fact-finding efforts should occur outside of the Illinois Open Meetings Act (OMA) implicated meetings and should be conducted by those with expertise and sufficient training;
* Findings of these investigations and fact-finding efforts should be made available to the faculty member who can decide to submit them to the FSPC;
* FS Bylaws should primarily include policy and guiding principles, with procedures developed and maintained by the body with the delegated authority;
* Procedures for appeal should be available to appellant and all involved parties.

The FSPC reviewed the recommendations put forward by the working group during several meetings in Fall 2024 and in early Spring 2025. After discussion, deliberation and changes, the below recommendations for updating Article 10.2 of the FS Bylaws were approved at the FSPC’s January 14, 2025, meeting. Concurrently, the FSPC recommended that the timeline for the appeals of sabbatical determinations be updated to be in alignment with other appeals processes.

The FSPC also is recommending an amendment to Article 11.4.8 to align FS Bylaw language with the Board of Trustees language.

**Article 10: Appeal Procedures for Academic Personnel Decisions**

**10.2 Appeals at the University Level**

**10.2.1** The Faculty Senate Personnel Committee is principally concerned with college-wide personnel standards and procedures, and with policy matters affecting the entire university faculty. It is not involved in the professional evaluation of individual faculty members, except for the situations listed in Articles 3.3.2.5 and 3.3.2.6 of these bylaws. In addition, the Faculty Senate Personnel Committee shall entertain appeals only when it finds clear, unambiguous, and pressing reason to do so on the following grounds:

**10.2.1.1** Where the procedures, standards, or policies of a college are alleged, by an individual or a department, to be unfair or inappropriate;

**10.2.1.2** Where a college is alleged not to have protected a faculty member from departmental failure to adhere to specific procedural requirements set forth in the University Constitution, in these bylaws, or in the guidelines currently in force in the college and department, and where that failure, in the view of a majority of the Faculty Senate Personnel Committee, affected the recommendations made to the extent that, had the violations not occurred, there might not have been agreement as defined in Article 10.3.4.1 of the bylaws. In such cases, the Faculty Senate Personnel Committee's review of the appeal shall be limited to the procedural questions raised by the appellant and shall not extend to the substantive issues involved in the personnel decision. If the Faculty Senate Personnel Committee finds for the appellant in such a review, it shall report its finding to the executive vice president and provost and return the matter to the college and department involved, together with a written statement describing the issues, the evidence, the committee's finding, and the reasons for that finding, and direct the college and department to take appropriate remedial action. Where the Faculty Senate Personnel Committee finds that egregious procedural errors have been sufficiently substantial to preclude fair action in the college and department on the action or recommendation appealed from, the Faculty Senate Personnel Committee may recommend to the executive vice president and provost, without returning the case to the college and department, the action originally sought by the appellant;

**10.2.1.3** Where an agency or individual within the university is alleged to have discriminated against a faculty member during the personnel process on the basis of the protected categories outlined in NIU’s nondiscrimation policies~~such as gender, sex, race, national origin, marital status, age, color, political views or affiliations, religious views or affiliations, sexual orientation, handicapped status,~~ or other such factors unrelated to professional performance;

**10.2.1.4** Where a faculty member alleges that an agency or individual within the university has infringed upon the faculty member's academic freedom.

**10.2.2** Appeals to the Faculty Senate Personnel Committee shall be filed no later than 10 working days after notification to the appellant of the appealable action. Appeal statements shall be in writing and shall set forth the specific grounds for the appeal along with all pertinent evidence. Before accepting an appeal, the Faculty Senate Personnel Committee shall make an inquiry to determine whether the grounds are sufficient to justify an appeal at the university level.

**10.2.3** When accepted, appeals of types 10.2.1.1, ~~and~~ 10.2.1.2, and 10.2.1.3 will be heard by the Faculty Senate Personnel Committee. ~~Appeals of type 10.2.1.3 will be heard by a special hearing board established in accordance with Article 10.2.5 of these bylaws.~~ Faculty members who believe discrimination occurred during the personnel process in alignment with 10.2.1.3 and file an appeal of the type outlined in 10.2.1.3 shall also file a discrimination complaint using the formal university procedures. The faculty member has the right to submit the findings from the formal discrimination investigation for appeals of type outlined in 10.2.1.3. Appeals of type 10.2.1.4 will be heard in accordance with the procedures set forth in Article 14.1 of these bylaws. All parties to the dispute shall have a right to be heard.

**10.2.4** The appeals process is separate from the duties of the Faculty Senate Personnel Committee specified in 3.3.2.5. As such, the Faculty Senate Personnel Committee will conduct a separate vote on tenure and promotion, taking any appeal hearing’s outcome into account as part of the evidence. ~~Where a department or college persists in its use of inappropriate procedures or inadequate standards, the committee on the next higher level may recommend appropriate sanctions to be imposed by the chief administrator on that lower level.~~

**10.2.5** The Faculty Senate Personnel Committee will develop and maintain procedures related to the appeals of type 10.2.1.1, 10.2.1.2, and 10.2.1.3.

**10.2.6** The procedures for how the Faculty Senate Personnel Committee will hear appeals of types 10.2.1.1, 10.2.1.2, and 10.2.1.3 are to be made available at the request of any individual or agency within the university. The procedures will outline how the hearings will proceed, incorporating the following principles:

1. **Burden of proof**

The appellant has the burden of proof for showing violations along the types outlined in 10.2.1.1, 10.2.1.2, and 10.2.1.3.

1. **Standard of proof**

The standard of proof in the appeal hearings of the types outlined in 10.2.1.1, 10.2.1.2, and 10.2.1.3 is a preponderance of evidence.

1. **Final decision of the appeal hearing**

The appeal hearings will answer the question of whether there was a violation of the types outlined in 10.2.1.1, 10.2.1.2, and 10.2.1.3. When violations are identified, recommendations for corrective actions will be provided.

**10.2.7** Where a department or college persists in its use of inappropriate procedures or inadequate standards, the committee on the next higher level may recommend appropriate sanctions to be imposed by the chief administrator on that lower level.

~~Special Hearing Board for Appeals Filed Under Article 10.2.1.3: The appeal procedures of the university policies and regulations regarding the personnel process provide that appeals at the university level which involve an allegation of discrimination on the basis of sex, race, national origin, marital status, age, color, political views or affiliation, religious views or affiliation, sexual orientation, handicapped status, or other such factor unrelated to professional performance shall be heard by a special hearing board established in accordance with university policy. This hearing board shall be available to any faculty or administrative employee with the exception of operating staff, whose appeals are conducted under civil service provisions.~~

**~~10.2.5.1~~**~~Membership: The Hearing Board shall consist of 15 faculty and administrative employees to be selected at the beginning of each academic year by the Faculty Senate Personnel Committee from a list of names, five names submitted by each of the respective college personnel bodies and five from the supportive professional staff. Within the 15 members, there may be persons who have had prior involvement in a case brought to the board who would wish to disqualify themselves from participation in the hearing of that case. Either party may request the disqualification of any member(s) of the Hearing Board on the grounds of conflict of interest. Those members of the board not challenged shall determine the validity of a challenge. In the event that more than five members of the board are disqualified, the Faculty Senate Personnel Committee shall name additional member(s) - from the original individuals nominated - to ensure a minimum of 10 members of the board hearing any given appeal. Women and members of minority groups shall be represented on the Hearing Board. Consequently, in nominating individuals for the Hearing Board, the college personnel committees and other groups shall endeavor to ensure that women and minority groups are appropriately represented. The chair of the Hearing Board shall be selected by the membership of the Hearing Board. The chair should be a member of the university community with appropriate qualifications or experience in this capacity. If the chair is selected from among the membership of the board, the chair shall have a vote. The Hearing Board may consult with the director of the office of Affirmative Action and the university general counsel on questions relating to federal and state laws regarding affirmative action, university regulations and policies relating to affirmative action, and procedural requirements applicable to the board's work.~~

**~~10.2.5.2~~**~~Cases to be Considered: Appeals involving allegations of discrimination on the basis of sex, race, national origin, marital status, age, color, political views or affiliation, religious views or affiliation, sexual orientation, handicapped status, or other such factor unrelated to professional performance received by the Faculty Senate Personnel committee shall be referred to the Hearing Board with a notice to the office of Affirmative Action. Also, the office of Affirmative Action may refer grievances involving allegations of discrimination filed with that office to the Hearing Board. In all cases the allegation must be forwarded in written form over the signature of the person making the appeal. When an appeal is forwarded to it, the Hearing Board shall first make an inquiry to determine whether there are sufficient grounds to justify a hearing. In all cases where a judgment of insufficient grounds is rendered, the Hearing Board shall report this to the Faculty Senate Personnel Committee and provide the complainant and the Affirmative Action office with a summary of the judgment rendered. When an appeal or grievance is found to have sufficient grounds to warrant a hearing, the Hearing Board shall schedule a hearing.~~

**~~10.2.5.3~~**~~The Hearing: The Hearing Board shall provide opportunities for all parties to the dispute to be heard. All parties shall be allowed to have observers (not to exceed three for each party) and each may choose a faculty or administrative employee as a representative. The executive vice president and provost or an Affirmative Action officer shall, if requested by the complainant, assist the complainant in finding a suitable representative. No party to the dispute shall be accompanied by, or be represented by, general counsel. The Hearing Board shall act as a fact-finding body with the right to call witnesses, ask questions, hear evidence presented by both parties, and examine university documents pertaining to the case. At the hearing, either party or a party's representative shall have the right to call witnesses, to ask questions of all witnesses, and to examine university documents pertaining to the case and evidence submitted to the Hearing Board. If a dispute should arise over access to, or relevance of documents or information, the Faculty Senate Personnel Committee shall review the material, along with any recommendations the Hearing Board may wish to make as to its relevance, and determine whether the information shall be released to the concerned parties. The Hearing Board shall base its decision exclusively on information presented during the course of the hearing and thereby available to all concerned parties. Reasonable provision shall be made for university employees to appear as witnesses or representatives at the hearing on behalf of either party without loss of pay. A transcript of the hearing shall be kept and be made available to all persons involved in the dispute. The chair shall make and enforce such rules for the conduct of the hearing that provide for an orderly and fair hearing for all parties. The recommendation of a majority of the Hearing Board present and voting shall be the decision of the Hearing Board. This recommendation, along with the rationale for the recommendation, shall be forwarded to the president, to all parties involved in the appeal or grievance, to the office of Affirmative Action, and to the Faculty Senate Personnel Committee within seven (7) days after the closing of the hearing. If no recommendation is made by a majority of the Hearing Board, the recommendations and rationale of each faction shall be forwarded to the president and others as indicated above.~~

**Article 11: Sabbatical Leave Policy**

**11.1** The university shall award sabbatical leaves for the purpose of supporting and encouraging scholarship (research or artistry) on the part of individual faculty members in order to strengthen the academic programs of the university.

**11.2** The criteria upon which the merit of sabbatical leaves shall be judged shall be the quality of the proposed scholarship, the capacity of the applicant to conduct the work, reports on previous sabbatical leaves by the applicant, and the likelihood of the completion of the proposed project.

**11.3** The procedure followed is presented below:

**11.3.1** Each applicant for sabbatical leave shall propose a program of scholarship which is capable of being substantially advanced by means of the leave. The applicant shall indicate the nature of the program, its present state of development, and, in some detail, plans for advancing the program during the leave. Documentation may be submitted in support of the application.

**11.3.2** Each application shall be submitted through the chair of the department in which the applicant holds rank for review by the department personnel committee. In consultation with the chair, the committee shall (1) evaluate the merit of each sabbatical leave application in the department; (2) if there is more than one such application, rank them in order of merit; and (3) recommend the approval or disapproval of each application, forwarding it through the dean to the appropriate college personnel committee. The chair shall prepare a cover letter to accompany the committee's rankings which explains how the rankings were developed and how the criteria were applied. In the case of multiple applications from the same department/school, the chair/director, in concert with the department personnel committee (and with the dean if necessary), shall determine if sufficient resources are available to reasonable accommodate the absence of all faculty members requesting sabbaticals. Only sabbatical requests that can be reasonable accommodated shall be forwarded to the college personnel committee. Differences of opinion between a majority of the personnel committee and the department chair shall be resolved at the department level whenever possible. Otherwise, they shall be reported in detail to the college personnel committee. The department chair shall notify each applicant, in writing, concerning the committee's recommendation including ranking. A request for reconsideration of the committee's recommendation shall be filed within ~~14~~ 10 working days of the date of the notification from the chair. They shall be heard within the department in accordance with department policies, prior to the start of the deliberations of the college personnel committee.

**11.3.3** Individuals with academic rank in the University Libraries or in a college without academic departments shall submit their applications to the personnel committee of their unit. Those leaves which are approved shall be forwarded with accompanying justification to the Faculty Senate Personnel Committee. The chief administrative officer of the unit shall prepare a letter to accompany the committee's rankings which explains how the rankings were developed and how the criteria were applied.

**11.3.4** The college personnel committee, in consultation with the dean, shall evaluate the applications from all departments in the college, taking into account department recommendations. The committee shall review any differences of opinion referred to it by the departments and act in accordance with its own best judgment on the dispute. On a college-wide basis, the committee shall rank applications recommended for approval by the department personnel committees. The ranking shall respect, insofar as possible, the rankings provided by the departments and shall be based upon the committee's judgment of the relative scholarly (research or artistry) merit of each project. Any changes in departmental ranking of sabbatical leave applications shall be explained in writing to the affected department and applicants in a timely manner, with specific reason(s) given for the ranking changes. The college dean shall notify each applicant, in writing, concerning the committee's recommendation. Appeals of the committee's recommendation shall be filed within ~~14~~ 10 working days of the dean's notification; they shall be heard in accordance with the policies of the college, prior to the deliberations of the university-level personnel committee. The college committee, through the dean, shall forward its recommendations to the executive vice president and provost. The dean shall prepare a cover letter to accompany the college recommendations which explains how the rankings were developed and how the criteria were applied. Where differences between a majority of the college personnel committee and the dean are not resolved at the college level, they shall be reported in detail to the Faculty Senate Personnel Committee.

**11.3.5** Individuals with rank in an academic department, but assigned to more than half-time administrative duties outside the college or department, as well as faculty no-rank persons, may submit a sabbatical proposal for scholarship on a topic appropriate to the applicant's responsibilities and in accordance with the expertise involved in the person's position. Such requests shall be submitted to the personnel committee of the administrative unit involved, or, where no personnel committee exists, to the applicant's immediate supervisor. Those leaves which are approved shall then be forwarded with accompanying justification to the next level until they reach the level of dean or vice president. The sabbatical leave requests should be rank ordered at that level and then submitted through the executive vice president and provost to the Faculty Senate  Personnel Committee.

**11.3.6** Taking into account the recommendations of the appropriate committees, the Faculty Senate Personnel Committee, in consultation with the executive vice president and provost, shall evaluate all applications for sabbatical leaves. The committee shall resolve any differences of opinion referred to it. The committee shall combine the rankings of the several colleges, taking care in the process to retain the relative rankings of the applicants from each college. The university rankings shall be based upon the committee's judgment of the relative scholarly merit of each proposal. Taking into account the number of leaves available and its merit-ranking of proposals, the committee shall assign each application to one of three classes: (1) leaves granted, (2) standby leaves, (3) leaves disapproved. Any changes in departmental ranking of sabbatical leave applications shall be explained in writing to the affected department and applicants in a timely manner, with specific reason(s) given for the ranking changes. The executive vice president and provost shall notify each applicant in writing concerning Faculty Senate Personnel Committee's action. Appeals of the committee's action shall be filed within ~~14~~ 10 working days of the executive vice president and provost's notification and they shall be heard, and action taken on them, before the committee's action is forwarded to the president by the executive vice president and provost. If an approved leave is declined by a faculty member, the executive vice president and provost shall assign that leave to the highest-ranking applicant on the standby list.

**11.4 Sabbatical Policies**

**11.4.1** Sabbatical leaves shall ordinarily be limited to tenured faculty members and non-temporary supportive professional staff members. Throughout Bylaw 11.4, the term "faculty" shall include both ranked and no-rank (supportive professional staff) faculty, unless specifically specified to the contrary.

**11.4.2** Sabbatical leaves shall be granted only in connection with proposed or ongoing programs that promise to enhance the professional competence and improve the professional standing of the faculty member.

**11.4.3** Sabbatical leaves ordinarily shall not be granted to a faculty member in order: (a) to revise books designed primarily for use as texts, (b) to retrain or develop competencies primarily for a different professional position; (c) primarily to visit various locations of general, professional, or academic interest; (d) to perform full-time duties at another institution similar to the duties presently performed at NIU; (e) to complete a doctoral or other terminal degree; (f) to carry out formal study at NIU. Sabbatical leaves for a semester at full pay shall not be granted to a faculty member if, during the leave, the faculty member is to undertake full- or part-time employment that is not an integral part of the scholarly purpose of the leave.

**11.4.4** Within 30 days following resumption of regular duties at the university, the faculty member shall submit a written report to the department or division chair, to the dean or director, and to the executive vice president and provost, describing the personal scholarly activities during the sabbatical leave. Each report must include a brief statement of the scholarly purpose for which the leave was granted. The report shall become a part of each ranked faculty member's service record for the purpose of merit evaluation as described in Article 9.2.5.1 of the Bylaws, and as a basis for evaluation of subsequent leave requests for all faculty. The departmental personnel committee and the department chair will review the report and indicate whether there is adequate documentation of the completion of work outlined in the sabbatical proposal or its equivalent. This departmental review will be completed during the same semester that the sabbatical report has been submitted. A copy of the review will be sent to the dean and executive vice president and provost's office for incorporation with the report in the faculty member's sabbatical record for consideration in recommendations by the Faculty Senate Personnel Committee regarding future sabbatical leave proposals. An individual granted a sabbatical leave assumes a professional obligation to return to NIU for a period of at least one year subsequent to the leave. At the request of the executive vice president and provost approximately two years after the sabbatical leave, each faculty member will submit a report on the sabbatical outcomes related to research and artistry, teaching, and/or engagement and outreach. This information will be compiled for a report to the NIU Board of Trustees.

**11.4.5** Sabbatical leaves shall be for one semester at full pay, or one academic year at half-pay or for equivalent time as agreed among the faculty member, the employing unit(s), and the relevant vice president. Persons on 12-month appointments are also eligible for two consecutive summer sessions at full pay.

**11.4.6** Each sabbatical leave application and project shall be considered anew each year.

**11.4.7** A first sabbatical leave shall be granted only to a faculty member who will have completed five years of full-time service by the time the leave begins. Full-time service on a temporary appointment shall count toward a sabbatical leave. Periods of time on leaves of absence without pay shall count toward a sabbatical leave provided the Faculty Senate Personnel Committee judges the activity associated with that leave without pay to be comparable in professional significance to service as a member of the faculty.

**11.4.8** ~~A subsequent sabbatical leave may not begin before a faculty member has completed full-time service for six years (i.e., 72 months) since the end of his or her most recent sabbatical leave.~~ No person shall receive a leave more often than once in seven years.

**The Board of Trustee regulations state the following:**

**Subsection E. Sabbatical Leave**

**1. Purpose**

The sabbatical leave program is intended to maintain and improve the quality of the educational programs of Northern Illinois University by creating opportunities for academic and other eligible staff to acquire new methods and techniques, to broaden outlooks, and to improve professional competency and stature through study, research and other professional development activities.

**2. Procedures**

The president of the university may recommend to the Board that eligible employees covered under this section be granted sabbatical leaves subject to the following conditions:

1. Sabbatical leaves to be granted each year shall be limited to one out of every 25 full-time eligible employees or major fraction thereof.
2. No individual may receive a sabbatical leave until he or she has completed five or more years of full-time service on the academic staff at the institution.
3. No person shall receive a leave more often than once in seven years.
4. The timing and period of the sabbatical leave shall be left to the discretion of the president, provided, however, that:
	1. The total leave period may not exceed nine months.
	2. The total leave compensation may not exceed the equivalent of four and one-half months' pay at the salary rate in effect during the leave period.
	3. At no time shall the rate of leave compensation exceed the monthly contract salary rate in effect during the leave period.
5. An individual granted a sabbatical leave assumes a professional obligation to return to the university for a period of at least one year subsequent to his leave.
6. When an individual receives a grant such as a Fulbright, that person may be granted sabbatical leave with pay, and may accept the grant, provided the amount of such grant allocated to salary plus the amount of the salary on leave does not exceed the normal salary for the period of sabbatical.
7. The university shall require timely submission by the faculty member of a complete report of sabbatical activities.

**Proposed amendment to Faculty Senate Bylaws, Article 3.5.1,**

**Social Justice Committee Composition**

**Proposal Summary:** This proposal removes the requirement that the membership on the Faculty Senate Social Justice Committee must come from the Faculty Senate membership. This was done for a number of reasons.

The presidents of the Operating Staff Council and the Supportive Professional Staff Council have asked for some flexibility in the language about how seats are filled on the Faculty Senate Social Justice Committee. The ask was to ensure staff were better able to fill their seats on the Social Justice Committee with individuals who have the availability and want to serve in this capacity by providing more flexibility to the councils.

Flexibility is also being given to the clinical faculty as there is currently only one clinical faculty member who is seated on the Faculty Senate. By removing the requirement that they are Faculty Senate members, this improves the chances that there will be clinical faculty representation on this committee.

To make the membership language consistent, this requirement was also dropped for tenured/tenure track faculty. In the case where no faculty senators are able to join this committee, this will allow for a tenured/tenure track faculty to represent a given college if so needed.

**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 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. 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 member may be appointed upon their expression of interest in service on the committee. 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.

**Proposed amendment to Faculty Senate Bylaws**

**Article 8, The Academic Personnel Process**

**Proposal Summary:** Given the inclusion of a requirement to review all personnel policies and procedures related to promotion and/or tenure, a working group was created to review the current FS Bylaws related to academic personnel policies and procedures. This working group reviewed topics which were identified in the past academic year and reviewed Article 8 for other opportunities for improvement. The working group then forwarded the set of recommendations to the FS Personnel Committee for review, updating, and recommendations. The FS Personnel Committee then approved the below recommendations and has moved them forward to the Faculty Senate for consideration. There five recommended changes are summarized below:

***1. Review cycles*** –During conversations with faculty and administrators at the college and academic unit level, two topics came up for consideration. First, the need for more flexibility in when the reviews were to take place and allow for recognition of work as it happened. Second, there was an ask for the article to include alignment with the FS Bylaws rather than just university vision, mission, values, goals. This was intended in the deliberation and design, the language did not reflect this.

***2. Annual written feedback on progress towards promotion (and tenure) -*** There is lack of clarity around which clinical and research faculty members would receive annual written evaluation of their progress towards promotion. This improves the clarity of the text so all faculty at the assistant rank (i.e. clinical, research, and tenure-track) have the same right to a written evaluation.

***3. Time in rank for promotion -*** Part of the initial amendments to the FS Bylaws governing tenure and promotion was an elimination of the time in rank requirement. However, during public discussion after the first reading at the January 24th, 2024 FS meeting, it was decided to retain the time in rank policy as it was but with intention to return to it in AY 2024-25. It is recommended to retain the six years requirement for time in rank as a university level policy so there is consistency across the university. Flexibility remains for negotiation at the time of hire and for extraordinary cases, with colleges having the requirement to develop criteria to operationalize and define extraordinary.

***4. Counting of work done prior to time at NIU -*** There is no current policy which provides guidance on how the work of those who held the rank of assistant or associate professor at another institution is to be considered in their tenure and/or promotion case at NIU. There is also no guidance on how long a newly hired faculty member who held rank at a previous institution would need to work at NIU prior to consideration for tenure and/or promotion. The recommendation is for an individual to serve for at least two years prior to being eligible for promotion with criteria for exceptions being developed at the college level. Further, there is policy included for the inclusion of evidence from previous work in promotion decisions.

***5. Non-reappointment of University Probationary Faculty –*** Currentlanguage suggests in cases of non-renewal faculty should be given written explanation when requested. The recommendations is for the ‘should’ to be replaced with ‘shall’ to ensure faculty receive written explanation.

**Article 8: The Academic Personnel Process**

 **8.1 Principles regarding personnel matters**

 **. . .**

**8.1.4** All personnel policies and procedures related to promotion and/or tenure shall undergo review at least once every five years ~~in all years which are multiples of five~~ to ensure their alignment with university goals, ~~and~~ university mission, vision and values, and are aligned with FS Bylaws. The Faculty Senate Personnel Committee will develop and maintain a schedule of when each College is expected to engage in this review, and each College Council will develop and maintain a schedule of when each department is expected to engage in this review.

**. . .**

 **8.1.8 Annual written evaluation of progress towards promotion and tenure**

Non-tenured faculty in tenure-track positions are entitled to receive annually a written evaluation of their progress toward the achievement of tenure. Assistant ~~Non-tenured~~ clinical and assistant research faculty are entitled to receive annually a written evaluation of their progress toward the achievement of promotion to associate~~, where applicable~~. A copy of each such annual report shall be forwarded to the appropriate college dean(s).

. . .

 **8.3 University Criteria for Promotion**

. . .

**8.3.4 Time in Rank for Promotion to the Ranks of Associate Professor and Professor**

Unless negotiated during the hiring process, an individual will not be eligible for promotion from assistant to associate professor until they have served as an assistant professor at NIU, for a total of six years, except in the instance of extraordinary circumstances or an extraordinary record of achievement. Likewise, unless negotiated during the hiring process, an individual will not be eligible for promotion from associate professor to professor until the individual has served at the rank of associate professor at NIU, for a total of six years, except in the instance of extraordinary circumstances or an extraordinary record of achievement. ~~Promotion from assistant to associate professor will not be recommended until an individual has served at the lower rank, at this and other institutions of higher education, for a total of six years, except in the instance of extraordinary circumstances or an extraordinary record of achievement. Likewise, promotion from associate professor to professor will not be recommended until the individual has served at the rank of associate professor, at this and other institutions of higher education, for a total of six years, except in the instance of extraordinary circumstances or an extraordinary record of achievement.~~ Each college shall establish criteria to be used in identifying those circumstances and records of achievement deemed “extraordinary.”

**8.3.5 Promotion for faculty who have served at prior institution**

When an individual has served as a faculty member at another institution prior to their appointment at Northern Illinois University, the individual will not be eligible for promotion to the subsequent rank (i.e. assistant to associate; associate to professor) until they have served at the lower rank for at least two years at Northern Illinois University. Each college shall make a determination of the criteria for including teaching or librarianship, research, scholarship, or creative activity, and service or leadership conducted at previous institutions for decisions regarding tenure and/or promotion at Northern Illinois University at the time of the appointment of the faculty member and this determination shall be documented in writing, otherwise all previous research, scholarship, or creative activity shall be counted. The faculty member is expected to maintain evidence of effectiveness in teaching or librarianship, research, scholarship, and/or creative activity, and in service or leadership during their time at Northern Illinois University. Each college shall establish criteria to be used in identifying those circumstances and records of achievement which allow for exceptions to the two years of experience at Northern Illinois University.

. . .

**8.5 Non-reappointment of University Probationary Faculty**

A decision not to renew an appointment of a probationary faculty member may be made at any time during the probationary period. Adequate notice, as required by the Board of Trustees governance documents, must be given in the case of a decision not to reappoint. If requested, reasons, in writing, for non-reappointment ~~should~~shall be given.

**Faculty Eligible to Serve as 2025-26 President of Faculty Senate**

**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.

Mark Mellon, BUS, Accountancy

James Burton, BUS, Management

Gudrun Nyunt, EDU, Counseling and Higher Education

Jodi Lampi, EDU, Curriculum and Instruction

Ben Creed, EDU, Leadership, Educational Psychology and Foundations

Lisa Liberty, EDU, Special and Early Education

Veysel Demir, EET, Electrical Engineering

Ziteng Wang, EET, Industrial and Systems Engineering

Sahar Vahabzadeh, EET, Mechanical Engineering

William Mills, EET, Technology

Rosanne Thomas, HHS, Allied Health & Communicative Disorders

Scott Sibley, HHS, Family and Consumer Sciences

Chris Sabio, HHS, Nursing

\*Therese Arado, LAW

Emily McKee, LAS, Anthropology

Virginia Naples, LAS, Biological Sciences

Evgueni Nesterov, LAS, Chemistry and Biochemistry

Karen Whedbee, LAS, Communication

Kirk Duffin, LAS, Computer Science

Wei Luo, LAS, Earth, Atmosphere and Environment

George Slotsve, LAS, Economics

Mark Van Wienen, LAS, English

Taylor Atkins, LAS, History

Gleb Sirotkin, LAS, Mathematical Sciences

Alicia Finch, LAS, Philosophy

Yasuo Ito, LAS, Physics

Brendon Swedlow, LAS, Political Science

David Valentiner, LAS, Psychology

Jaehee Jong, LAS, Public Administration

Shane Sharp, LAS, Sociology

Dennis Brain, LAS, World Languages and Cultures

Beth McGowan, LIB

Kryssi Staikidis, VPA, Art and Design

John Novak, VPA, Music

\*If re-elected to Faculty Senate in department election currently underway.

**Student Grievance Procedures**

Northern Illinois University (“NIU” or “the university”) established a grievance process for students in [Article 6](https://www.niu.edu/university-council/uc/niu-bylaws.shtml#article-6) of the university’s Bylaws. These procedures shall govern the handling of such grievances. The university’s Executive Vice President and Provost (“EVPP”) oversees the Student Grievance Procedures. The EVPP reserves the right to designate another individual to handle the Student Grievance process (“designee”). Throughout this document, EVPP should be understood to mean EVPP or designee. The definitions set forth in Section VIII shall apply for purposes of these procedures. Students may contact the university Ombudsperson for assistance in understanding these procedures.

…

1. **Formal Student Grievance Procedures**

…

**f. Student Grievance Panel and Committee**

A Student Grievance Panel (“SGP”) shall be maintained by the university, consisting of members who are eligible to serve on the Student Grievance Committee (“SGC”). The SGP shall consist of 18 members who are appointed by the EVPP annually for a one-year term, to commence on July 1 and end on June 30. The 18 members must consist of the following:

* Three undergraduate students, to be recommended by the Student Government Association;
* Three graduate/law students, to be recommended by the Student Government Association;
* Three supportive professional staff, to be recommended by the Supportive Professional Staff Council;
* Three civil service staff, to be recommended by the Operating Staff Council; and
* Three faculty members, who are classified as tenured professors, to be recommended by the Faculty Senate.
* Three faculty members, who are classified as instructors, to be recommended by the Faculty Senate.

Recommendations must be submitted to the EVPP by April 1 every year. The EVPP shall appoint members to the SGP by June 1. The SGP will receive training related to the Bylaw and procedures prior to the commencement of their term.

**Self-Nominations being accepted for the NIU Faculty Personnel Advisor**

Faculty Senate is accepting self-nominations for the position of faculty personnel advisor. The person elected will serve a three-year, renewable term beginning in Fall 2025 (2025-26, 2026-27, 2027-28).

The faculty personnel advisor’s role includes such activities as the following:

* Advise faculty members about the personnel policies and procedures within the university and the courses of action open to them;
* Advise and assist faculty members who are experiencing difficulties with the personnel process;
* Advise and assist faculty members dissatisfied with personnel decisions;
* Observe the workings of the personnel process and recommend needed changes or clarification;
* Advise faculty members pursuing the resolution of other concerns or issues.

For additional information, including a summary of anticipated workload, see current FPA Carrie Kortegast’s [2023-24 Summary of Service](https://www.niu.edu/university-council/committees/annual-reports/2023-2024/2023-24-fpa-annual-report.pdf).

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

The advisor shall receive an annual stipend equal to one month of the median salary of all tenured professors.

For a more detailed description of the faculty personnel advisor role, see [Faculty Senate Bylaws, Article 13.](https://www.niu.edu/university-council/faculty-senate/bylaws/index.shtml#article13)

Interested faculty members should send a letter of self-nomination describing their interest and qualifications to Ben Creed, President of Faculty Senate, by Monday, March 17. Letters of self-nomination will be reviewed, and a representative will be elected, by the Faculty Senate at its March 26 meeting. Questions should be directed to Ben Creed.

**Self-nominations being accepted for NIU representative to the Faculty Advisory Council to the IBHE**

The Faculty Senate is accepting self-nominations from among tenured faculty for the position of NIU representative to the [Faculty Advisory Council to the IBHE](http://www.facibhe.org/). The person elected will serve a four-year, renewable term beginning in Fall 2025 (2025-26, 2026-27, 2027-28, 2028-29).

The Faculty Advisory Council to the IBHE meets in person and monthly on Fridays. Meetings convene at 9 a.m. and adjourn at approximately 3 p.m. Meetings are held at various institutions of higher education throughout the state, and the NIU representative is required to attend these monthly in-person meetings on a regular, consistent basis (travel reimbursement, in accordance with state reimbursement policies, is provided).

Further, the NIU representative is expected to report back to the [Faculty Senate](https://www.niu.edu/university-council/faculty-senate/index.shtml) and to the [University Council](http://www.niu.edu/u_council/index.shtml) regarding issues related to the Faculty Advisory Council and to NIU. Faculty Senate and University Council each meet in person and monthly on Wednesdays at 3 p.m. If not otherwise a member, the NIU representative will serve as an ex officio nonvoting member of the Faculty Senate and the University Council.

The NIU representative receives annual compensation equal to one month of the median salary of all tenured faculty.

Interested faculty members should send a letter of self-nomination describing their interest and qualifications to Ben Creed, President of Faculty Senate, by Monday, March 17. Questions should be directed to Ben Creed.