

Northern Illinois University
UNIVERSITY COUNCIL PERSONNEL COMMITTEE
First Meeting of 2019-2020
October 29, 2019
2:00 p.m.
Altgeld Hall 203

MINUTES
(Approved)

Present: Hamid Bateni, James Burton, Gary Chen, Alastair Fletcher, William Goldenberg, Anne Hanley, Beth Ingram, Robert Jones, Myoungwhon Jung, So-Yeun Kim, Nestor Osorio, Charles Petersen, William Pitney, Richard Siegesmund, Robert Tatara, Simon Weffer

Absent: Gerald Blazey, Bryan Dallas

Staff: Dana Hughes

Call to Order

The meeting was called to order at 2:01 p.m.

Welcome and Introductions

Executive Vice President and Provost Beth Ingram introduced herself and welcomed members. Members were asked to introduce themselves.

Adoption of Agenda

There were no changes. The agenda was approved.

Approval of Minutes

There were no revisions. The June 4, 2019 meeting minutes were unanimously approved.

Public Comments

There were no public comment requests.

Election of Assistant Chair

Acting Vice Provost William Pitney explained that each year a committee member is selected to serve as the assistant chair, filling in for the Provost when the Provost is unable to attend meetings. Also, the assistant chair would play an instrumental role in leading the preparation of a statement to the President in instances whereby the Provost dissents from a recommendation of the UCPC (working rule 3.0). Charles Petersen

volunteered to serve in this role. Bateni moved to appoint Petersen as assistant chair of the UCPC for 2019-2020; Burton seconded. The motion passed unanimously.

Special Hearing Board Committee Selection

Per the NIU Constitution and Bylaws, a Special Hearing Board consisting of 15 faculty and administrative employees must be selected by the UCPC at the beginning of each year. The 15 members are randomly selected from a list of 45 nominees (five nominees submitted by each of the academic colleges and 5 by the Supportive Professional Staff Council). The website www.random.org was used to select the 15 people to serve as the initial members of the 2019-2020 Special Hearing Board. Petersen moved approval of the 15 individuals randomly selected; Osorio seconded the motion. The motion passed unanimously.

Overview of Sabbatical Review Process

Per the regulations of the Board of Trustees, one sabbatical slot is available for every 25 full-time faculty and SPS employees. Based on a current total of 953 faculty and SPS employees, the number of sabbatical slots available for FY21 is 38, twenty-seven for faculty and eleven for SPS. The total number of FY21 sabbatical applications received is 38, thirty-seven faculty and one SPS. The UCPC can vote at its next meeting to award the remaining SPS sabbatical slots to faculty per working rule 8.16.

Ingram noted that UCPC serves as a second set of eyes on applications to ensure eligibility and fairness in policies and procedures at the lower levels as opposed to a body that ranks and selects recipients. Although members are welcome to review applications, Provost Ingram encouraged members to review the cover letters from the deans, especially since there are 38 applications and 38 slots available. Pitney added that it may be necessary to also review some of the letters from the chairs to gain further insight on departmental ranking processes.

At the next meeting, members will vote on allocating the remaining SPS sabbaticals to faculty, discuss and review sabbatical applications, then vote on the awarding of sabbaticals college-by-college.

Blackboard UCPC Organization Overview

Pitney briefly reviewed the UCPC Organization in Blackboard to show members where to find meeting information, policies, and documents, such as sabbatical applications and, eventually, tenure and promotion materials, which are due in the Provost's Office on December 2.

Next Meeting and Adjournment

The next meeting will be on November 19, 2019, from 2:00-3:00 p.m.

Petersen moved adjournment; Siegesmund seconded the motion. The meeting adjourned at 2:22 p.m.