MINUTES
University Council Steering Committee
Wednesday, September 26, 2018, 3 p.m.
Altgeld Hall 225
Northern Illinois University
DeKalb, Illinois

VOTING MEMBERS PRESENT: Arado, Barton, Burton, Collins, Chen, Doederlein, Elish-Piper, Martin, Millhorn, Nicholson, Siegesmund, Wilson

VOTING MEMBERS ABSENT: Bateni, Cross

I. CALL TO ORDER

University Council (UC) Steering Committee Chair T. Arado called the meeting to order at 3:02 p.m.

II. VERIFICATION OF QUORUM

T. Arado verified that a quorum was present.

III. ADOPTION OF THE AGENDA

C. Doederlein moved to adopt the agenda, seconded by J. Wilson. Motion passed.

IV. APPROVAL OF THE AUGUST 29, 2018 MINUTES

H. Nicholson moved to approve the minutes, seconded by V. Collins. Motion passed.

V. PUBLIC COMMENT

T. Arado asked if there were any public comments. There were none.

VI. ITEMS FOR UC STEERING COMMITTEE CONSIDERATION

A. Proposed amendments to APPM Section II, Item 30, Joint Appointment Policy – Refer to University Council Personnel Committee (UCPC) – Pages 2-4

H. Nicholson moved to refer the proposed amendment to the UCPC, seconded by C. Doederlein. It was noted that Reed Scherer is bringing this item forward, and he has expressed a willingness to meet with the UCPC to provide further background.

Motion passed.
B. Updated proposed amendments to NIU Bylaws Article 20, The University Ombudsperson – Refer to University Affairs Committee

L. Elish-Piper moved to refer the proposed amendment to the UC University Affairs Committee, seconded by R. Siegesmund.

Discussion included the following points:
- The proposed language is still being reviewed and refined.
- The intent of the proposal will be to: extend the ombudsperson’s contract term to better align with other SPS administrative positions; streamline the ombudsperson’s performance review process; allow, though not require, an annual oral report to UC; continue to require an annual written report to UC; and reflect more accurately that funding for the Office of the Ombudsperson is provided by the President’s Office.
- All NIU employees should have an annual performance review, though the process could be streamlined.
- Consideration should be given to who is the proper person/position to conduct the annual performance review of the ombudsperson.
- It could be helpful to learn how other universities conduct the annual performance review of their ombudspersons.

Motion passed.

C. Proposed amendment to NIU Bylaws Article 3.6.2, Office of the Executive Secretary – Refer to Rules, Governance and Elections Committee – Page 5

J. Wilson moved to refer the proposed amendment to the FS-UC Rules, Governance and Elections Committee, seconded by V. Collins.

Discussion included the following points:
- The purpose of the amendment relates to the compensation strategy for the role of the UC Executive Secretary/FS President (ESP).
- The intent is to decouple the ESP compensation from an individual’s base salary and instead peg the ESP’s compensation to a standard salary.
- The initially proposed amendment language makes sense for someone who is coming from a lower-paying position, but not for someone coming from a higher-paying position.

Motion passed.
VII. DISCUSSION AND APPROVAL OF UNIVERSITY COUNCIL DRAFT AGENDA – Pages 6-14

UCIEL – Associate Vice Provost Jenny Parker will present this proposed bylaw update regarding the University Committee on Initial Educator Licensure, which will be up for a second reading and vote at the October 10 UC meeting.

Proposed University Holidays for 2019 – Discussion included the following points:
- Some employees might be concerned that Friday, July 5, is not included as a paid holiday.
- This, and other issues, can be brought forward from the UC floor when the proposal is presented.

Higher Learning Commission Four-Year Assurance Review Results – Ritu Subramony, Director of Accreditation, Assessment and Evaluation, will provide this presentation at the October 10 UC meeting.

FAC-IBHE – NIU’s FAC-IBHE representative, Linda Saborío, will present a report at the October 10 UC meeting.

UAC-BOT – No report is anticipated for the October 10 UC meeting.

Academic Policy – This committee will meet October 4 to discuss its review of NIU’s Policy on Distance Education Courses Offering Undergraduate Credit. Pending that meeting discussion, V. Collins might present a report at the October 10 UC meeting.

Resources, Space and Budget – CFO Sarah McGill will provide an orientation to RSB at its October 5 meeting. Also, members will discuss potential questions/topics for President Freeman’s visit to RSB in November. J. Wilson will present a verbal report at the October 10 UC meeting.

Rules, Governance and Elections – A recommendation for reapportionment of UC faculty seats will be made at the October 10 UC meeting.

University Affairs – No report is anticipated at the October 10 UC meeting.

Student Association – A report is anticipated at the October 10 UC meeting.

Operating Staff Council – H. Nicholson will present a verbal report at the October 10 UC meeting.

Supportive Professional Staff Council – C. Doederlein will present a verbal report at the October 10 UC meeting, focused on the current transition of select NIU employees from Supportive Professional Staff to Operating Staff status.
SURSMAC – T. Arado noted that NIU is still recruiting two people to serve as NIU representatives to the State Universities Retirement System Members Advisory Committee.

R. Siegesmund moved to approve the agenda per discussion, seconded by G. Chen. Motion passed.

VIII. ADJOURNMENT

H. Nicholson moved to adjourn, seconded by J. Wilson.

Meeting adjourned at 3:43 p.m.