



Board of Trustees

Academic Affairs, Student Affairs,
and Personnel Committee

August 22, 2024

BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY
Academic Affairs, Student Affairs, and Personnel Committee
8:30 a.m. – Thursday – August 22, 2024
Board of Trustees Room
Altgeld Hall 315

AGENDA

1. Call to Order and Roll Call
2. Verification of Quorum and Appropriate Notification of Public Meeting
3. Swearing in of Trustee Aidan O'Brien
4. Meeting Agenda Approval..... *Action*..... i
5. [Review and Approval of Minutes of May 9, 2024](#) *Action*.....1
6. Chair's Comments/Announcements
7. Public Comment*
8. University Recommendations
 - a. [Recommendation for Faculty Tenure and/or Promotion Effective 2024-2025](#) *Action*.....4
 - b. [Request for Deletion of Integrated Minor in Marketing/M.S. in Digital Marketing](#)..... *Action*.....5
9. University Reports
 - a. [Annual Listing of Changes Fiscal Year 2024](#)..... *Information*6
 - b. [Dean of the College of Education Search Update](#)..... *Information*.....10
 - c. [2023-2024 Faculty Emeritus Recognition](#)..... *Information*12
 - d. [HLC Accreditation Site Visit Update](#)..... *Information*15
10. Other Matters
11. Next Meeting Date
12. Adjournment

*Individuals wishing to make an appearance before the Board should consult the [Bylaws of the Board of Trustees of Northern Illinois University](#), Article II, Section 4 – *Appearances before the Board*. Appearance request forms can be completed [online](#) in advance of the meeting or will be available in the Board Room the day of the meeting. For more information contact Crystal Doyle, ccoppel@niu.edu, Recording Secretary to the Board of Trustees, Altgeld Hall 300, DeKalb, IL 60115, 815-753-1273.

Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Crystal Doyle, ccoppel@niu.edu or (815) 753-1273, as soon as possible.

Minutes of the
Board of Trustees of Northern Illinois University
Academic Affairs, Student Affairs, and Personnel
Committee Meeting
May 9, 2024

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:32 a.m. by Committee Chair John Butler. This committee meeting was conducted in person.

Recording Secretary Mia Hannon conducted a roll call.

Trustee Rita Athas: Absent

Trustee Veronica Herrero: Absent

Trustee Dennis Barsema: Present

Trustee Tim Moore: Present

Committee Chair John Butler: Present

Trustee Leland Strom: Present

Board Chair Montel Gayles: Absent

Committee Vice Chair Eric Wasowicz: Present

Also present were President Lisa Freeman; Vice President and General Counsel and Board Parliamentarian Bryan Perry; Executive Vice President and Provost Laurie Elish-Piper; Board Liaison and Chief Strategy Officer Matt Streb; Vice President for Research and Innovation Partnerships Yvonne Harris; Vice President for Enrollment Management, Marketing and Communications Sol Jensen; Vice President for Diversity, Equity and Inclusion and Chief Diversity Officer Carol Sumner; Vice President for Student Affairs Clint-Michael Reneau; Chief Human Resources Officer John Acardo; Associate Vice President and Chief Information Officer Matt Parks; Dean, College of Business Joan Phillips-Hernandez; Vice President for Research and Innovation Partnerships Richard Mocarski; Acting Dean, College of Education William Pitney; Associate Vice Provost for Teaching, Learning and Digital Education Jason Rhode; University Advisory Council Representatives Karen Whedbee and Larissa Garcia.

VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

General Counsel Perry indicated the appropriate notification of the meeting had been provided pursuant to the Illinois Open Meetings Act and advised that a quorum was present.

MEETING AGENDA APPROVAL

Committee Chair Butler asked for a motion to approve the agenda. Trustee Strom so moved, and Trustee Barsema seconded. The motion was approved.

REVIEW AND APPROVAL OF MINUTES OF FEBRUARY 15, 2024

Committee Chair Butler asked for a motion to approve the minutes of February 15, 2024. Committee Vice Chair Wasowicz so moved, and Trustee Strom seconded. The motion was approved.

CHAIR'S COMMENTS/ANNOUNCEMENTS

Committee Chair Butler welcomed those in attendance and provided a brief overview of the agenda. He also recognized the members of the University Advisory Committee who did not have a comment.

PUBLIC COMMENT

Committee Chair Butler inquired to General Counsel Perry if any members of the public registered a request to address the board in accordance with state law and Board of Trustees bylaws. General

Counsel Perry advised that no requests for public comment had been received.

UNIVERSITY RECOMMENDATIONS

Committee Chair Butler asked Executive Vice President and Provost Laurie Elish-Piper to present the following university recommendations.

Agenda Item 7.a. Recommendations for Faculty Tenure and/or Promotion Effective 2024-2025

Trustee Herrero arrived at 8:38 a.m.

Trustee Athas arrived at 8:40 a.m.

Committee Chair Butler asked for a motion to approve item 7.a. Trustee Barsema so moved, and Committee Vice Chair Wasowicz seconded.

Committee Chair Butler asked Ms. Hannon to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee Veronica Herrero: Yes

Trustee Dennis Barsema: Yes

Trustee Tim Moore: Abstain

Committee Chair John Butler: Yes

Trustee Leland Strom: Yes

Board Chair Montel Gayles: Absent

Committee Vice Chair Eric Wasowicz: Yes

The motion was approved.

Agenda Item 7.b. Appointment of Dean of the College of Business

Committee Chair Butler asked for a motion to approve item 7.b. Committee Vice Chair Wasowicz so moved, and Trustee Barsema seconded. The motion was approved.

Agenda Item 7.c. Appointment of Vice President for Research and Innovation Partnerships

Committee Chair Butler asked for a motion to approve item 7.c. Trustee Strom so moved, and Trustee Herrero seconded. The motion was approved.

Agenda Item 7.d. Reappointment of Acting Dean of the College of Education

Committee Chair Butler asked for a motion to approve item 7.d. Trustee Herrero so moved, and Trustee Athas seconded. The motion was approved.

UNIVERSITY REPORTS

Committee Chair Butler asked Executive Vice President and Provost Laurie Elish-Piper to present the following informational items.

Agenda Item 8.a. University Goal Enrollment Updates

EVPP Elish-Piper introduced item 8.a., Vice President for Enrollment Management, Marketing and Communications Sol Jensen's presentation on University Goal Enrollment Updates.

Trustee Barsema left at 9:41 a.m. and returned at 9:45 a.m.

Agenda Item 8.b. Supporting AI Use for Teaching and Learning

EVPP Elish-Piper introduced Agenda Item 8.b. Associate Vice Provost for Teaching, Learning and Digital Education Jason Rhode gave a presentation on Supporting AI Use for Teaching and Learning.

Trustee Moore left at 9:48 a.m. and returned at 9:51 a.m.

Trustee Herrero left at 9:55 a.m.

OTHER MATTERS

Committee Chair Butler asked if there were any other matters. There were none.

NEXT MEETING DATE

The next meeting of the Academic Affairs, Student Affairs, and Personnel Committee will be Thursday, August 22, 2024.

ADJOURNMENT

Committee Chair Butler asked for a motion to adjourn. Trustee Barsema so moved, and Trustee Athas seconded.

Committee Chair Butler asked Ms. Hannon to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee Veronica Herrero: Absent

Trustee Dennis Barsema: Yes

Trustee Tim Moore: Yes

Committee Chair John Butler: Yes

Trustee Leland Strom: Yes

Board Chair Montel Gayles: Absent

Committee Vice Chair Eric Wasowicz: Yes

The motion was approved.

Meeting adjourned at 10:16 a.m.

Respectfully submitted,

Mia Hannon

Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.

**RECOMMENDATION FOR FACULTY TENURE AND/OR
PROMOTION EFFECTIVE 2024-2025**

NAME

COLLEGE/DEPARTMENT/SCHOOL

Hired at the Rank of Professor with Tenure

Hisham Kholidy

Computer Science

Recommendation: The University recommends that the Academic Affairs, Student Affairs, and Personnel Committee endorse this request and that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting special meeting on August 22, 2024.

REQUEST FOR DELETION OF INTEGRATED MINOR IN MARKETING/M.S. IN DIGITAL MARKETING

Summary: Deletions of subdivisions of existing undergraduate programs, including minors, require the approval of the Board of Trustees. If the board approves this deletion, the university will report it in the Annual Listing of Changes sent to the Illinois Board of Higher Education at their next meeting. These requests come to the Academic Affairs, Student Affairs and Personnel Committee after receiving approval from the curriculum committees at the department, college and university levels and the concurrence of the Provost.

Description: The University proposes to delete the Integrated Minor in Marketing/M.S. in Digital Marketing in the Department of Marketing within the College of Business.

Rationale: With the Accelerated B.S. in Marketing/M.S. in Digital Marketing, the Department of Marketing finds the “integrated” minor to be redundant. No students have applied for this since it has been offered and there are currently no students in this program. The “accelerated” program is the preferred choice for undergraduate students seeking to also enter the M.S. in Digital Marketing program, and that program will remain in the catalog.

Recommendation: The University recommends that the Academic Affairs, Student Affairs and Personnel Committee endorse this request and asks that the President forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on September 19, 2024.

ANNUAL LISTING OF CHANGES FISCAL YEAR 2024

The Fiscal Year 2024 Annual Listing of Changes are reported, and sent, to the Illinois Board of Higher Education (IBHE) in the summer after the academic year is completed. The changes have been approved through the normal curricular processes or in accordance with the policies of the NIU Board of Trustees. The report was sent to the IBHE in June 2024.

For FY24, NIU created three programs, three certificates, one minor, one emphasis and eight specializations. One program, nine certificates, one minor, three specializations and one emphasis were deleted. Also approved were two name changes, and one new in-region location.

ANNUAL LISTING OF CHANGES

FISCAL YEAR 2024

ADDITIONS

Program

College of Liberal Arts and Sciences, Department of Statistics and Actuarial Science, New Accelerated Bachelor of Science in Statistics/Master of Science in Statistics

College of Liberal Arts and Sciences, Department of Chemistry and Biochemistry, New Accelerated Bachelor of Science in Chemistry/Master of Science in Chemistry

College of Business, Department of Operations Management and Information Systems, Accelerated Bachelor of Science in Operations and Information Management/Master of Science in Data Analytics

Certificate

College of Liberal Arts and Sciences, New Certificate of Undergraduate Study: Career Planning

College of Health and Human Sciences, School of Family and Consumer Sciences, New Certificate of Undergraduate Study: Visual Merchandising

College of Liberal Arts and Sciences, Department of Public Administration, New Certificate of Graduate Study: Public Budgeting and Financial Management

Minor

College of Health and Human Sciences, School of Health Studies, New Minor in Health Administration

Emphasis

College of Liberal Arts and Sciences, Department of Biological Sciences, New Emphasis to the Bachelor of Science in Biological Sciences, Emphasis in Educator Licensure-Biology

Specialization

College of Health and Human Sciences, School of Nursing, New Specialization in Master of Science in Nursing in Specialization as a Family Nurse Practitioner

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Bachelor's) in Family Nurse Practitioner

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Bachelor's) in Educational Leadership

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Bachelor's) in Healthcare Leadership

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Master's) without Specialization

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Master's) in Educational Leadership

College of Health and Human Sciences, School of Nursing, New Specialization in Doctor of Nursing Practice (Post Master's) in Healthcare Leadership

College of Education, Department of Curriculum and Instruction, New Specialization in Doctor of Education in Curriculum and Instruction in Equity and Social Inquiry

DELETIONS

Program

College of Education, Department of Leadership, Educational Psychology and Foundations, Deletion of Master of Science in Education in Educational Psychology

Certificate

College of Business, Department of Operations Management and Information Systems, Deletion of Certificate of Undergraduate Study: Enterprise Management Using SAP Software

College of Business, Department of Operations Management and Information Systems, Deletion of Certificate of Undergraduate Study: Data Analytics Using SAS Software SAS Joint Certificate Program

College of Education, Department of Curriculum and Instruction, Deletion of Certificate of Undergraduate Study: Middle School Literacy

College of Business, Department of Operations Management and Information Systems, Deletion of Certificate of Graduate Study: Enterprise Management Using SAP Software

College of Business, Department of Operations Management and Information Systems, Deletion of Certificate of Graduate Study: Data Analytics Using SAS Software SAS Joint Certificate Program

College of Education, Department of Counseling and Higher Education, Deletion of Certificate of Graduate Study: College Teaching

College of Education, Department of Counseling and Higher Education, Deletion of Certificate of Graduate Study: Higher Education Administration

College of Education, Department of Curriculum and Instruction, Deletion of Certificate of Graduate Study: Postsecondary Development Literacy and Language Instruction

College of Education, Department of Educational Technology, Research and Assessment, Deletion of Certificate of Graduate Study: Response to Intervention

Minor

College of Education, Department of Counseling and Higher Education, Deletion of Minor: Social Change Leadership

Specialization

College of Business, Department of Operations Management and Information Systems, Deletion of a Graduate Specialization from Master of Science in Management Information Systems – Specialization in SAP and Business Enterprise Computing

College of Business, Department of Operations Management and Information Systems, Deletion of a Graduate Specialization from Master of Science in Management Information Systems – Specialization in Business Analytics

College of Education, Department of Curriculum and Instruction, Deletion of a Graduate Specialization from Doctor of Education in Higher Education – Specialization in College Teaching

Emphasis

College of Business, Department of Management, Deletion of a Bachelor of Science in Business Administration Emphasis - Hospitality and Tourism Management

OTHER CHANGES

Name Changes

College of Engineering and Engineering Technology, Department of Engineering Technology, Master of Science in Industrial Management and Technology to Master of Science in Industrial Management and Engineering Technology

College of Engineering and Engineering Technology, Department of Engineering Technology, Bachelor of Science in Engineering Technology Emphasis, Energy and Environmental Engineering Technology to Sustainability Engineering Technology

New In-Region Location

University Center at McHenry County College to offer Bachelor of Science in Business Administration, Bachelor of Science in Computer Science – Software Development, Bachelor of Science in Early Childhood – Early Childhood Education with Professional Education Licensure through Illinois State Board of Education, Bachelor of Arts/Bachelor of Science in Psychology, Bachelor of Science in Public Health with Health Administration Emphasis

June 28, 2024 AB

DEAN OF THE COLLEGE OF EDUCATION SEARCH UPDATE

At the December 10, 2020, Board meeting, the Board authorized the President to select executive search firms for the appointment of executive level positions. It was further recommended that the President periodically report back to the Board regarding selection and status of such searches. Further, provisions of Public Act 97-0814 and the Northern Illinois University policy on the use of external search firms approved by the Board of Trustees on May 23, 2013, allow the use of an external search firm for senior level positions when needed.

Bill Pitney is currently serving as Acting Dean of the College of Education while a search can be conducted for a permanent replacement. The Office of the Executive Vice President and Provost will be utilizing an executive search firm per the approval of the Board of Trustees as noted. Due to the critical roles and functions that this position fulfills at the university, there is a justifiable need to use search firms for such positions, per paragraph (2) of the university's policy. The executive search firms will enable NIU to recruit a diverse and experienced pool of candidates. In cases where the Illinois Procurement Higher Education Consortium list has prequalified firms with the appropriate expertise, the list will be used to select the firms. In some cases, there may be additional expertise needed and an RFP for services may be done through the Procurement Office, following the appropriate process and procedure.

NORTHERN ILLINOIS UNIVERSITY POLICY ON THE USE OF EXTERNAL HIRING SEARCH FIRMS

Pursuant to the Northern Illinois University Law, as amended by Illinois Public Act 97-814, it is the policy of Northern Illinois University that charges for the services of an external hiring search firm may not be paid from any source of university funds, except:

- (1) In the hiring of the President of the University, or
- (2) In the case of when the Board of Trustees and the President demonstrate a justifiable need for guidance from an individual or firm with specific expertise in the field of hiring.

In furtherance of this authority, the President may implement this policy through the development of further guidelines and procedures for determining when the use of an external hiring search firm is justified. The Board and/or the President may delegate their respective responsibilities under this policy to appropriate university officials as deemed necessary.

Any NIU hiring department or entity that wishes to utilize the services of an external hiring search firm must make a request to the Office of the President for appropriate review under this policy before engaging the services of such search firm. In determining whether a request qualifies for the justified use of an external hiring search firm, the President will consider the following applicable criteria:

- The nature and scope of the position being filled (e.g., senior level versus non-senior level);
- The nature and scope of the search (e.g., nationwide versus local or regional);
- The university's goals and priorities surrounding the search;
- The availability of personnel, monetary resources and other university resources to dedicate to the search;
- An external search firm's ability to help recruit and screen candidates;
- An external search firm's ability to enhance the quality of a candidate pool;
- An external search firm's ability to help conduct and coordinate the logistics of a search;
- The expertise/specialization of an external search firm in conducting searches
- An external search firm's ability to bring fresh and new perspectives from outside of the university.

Northern Illinois University understands that the determination of whether a search is justified in using the services of an external hiring search firm depends upon the unique circumstances of the search being conducted. The President is not prohibited from considering other factors that may be deemed relevant and important for a search.

Upon completing a review, the President will determine whether justifiable need exists for the selection of an external hiring search firm and shall make a recommendation to the Board of Trustees for final action on the matter at any regular or special meeting of the full Board of Trustees. In its consideration of the matter, the Board will consider the above-referenced applicable criteria, as well as any other factors that may be deemed relevant and important. The Board's decision will be final.

2023-2024 FACULTY EMERITUS RECOGNITION

Universities have a long tradition of granting emeritus status to faculty who retire in good standing. Northern Illinois University has created a regular process for the identification of retirees for whom the emeritus designation is appropriate. A list of ranked faculty who have announced or finalized retirements during the fiscal year is prepared annually by Human Resource Services and reviewed by the Executive Vice President and Provost for presentation to the Board of Trustees. The University hereby informs the Board of Trustees of the retired faculty members designated as emeritus for FY25.

The faculty being granted emeritus status, with their departments, ranks, any special status, and dates of retirement are as follows:

Name	Department	Rank and Special Status	Retirement Date
Betty Birner	English	Professor	6/1/2024
Todd Buck	School of Art and Design	Professor	6/1/2024
Cathy Carlson	Nursing	Professor	9/1/2023
Charles Downing	Operations Management and Information Systems	Distinguished Teaching Professor	6/1/2024
Elisa Fredericks	Marketing	Associate Professor	9/1/2024
Daniel Grubb	Mathematical Sciences	Associate Professor	1/1/2024
Laura Hedin	Special and Early Education	Professor	4/1/2024
Beth Ingram	Economics	Professor	6/1/2024
Richard King	Biological Sciences	Distinguished Research, Scholarship and Artistry Professor	8/1/2023
Douglas Klumpp	Chemistry and Biochemistry	Professor Distinguished Research, Scholarship and Artistry Professor	6/1/2024
Judy Ledgerwood	Anthropology	Presidential Engagement and Partnerships Professor	7/1/2024
Eric Mogren	History	Associate Professor	6/1/2024
William Penrod	Special and Early Education	Associate Professor	8/16/2023
Bradley Peters	English	Professor	9/1/2023
Catherine Raymond	School of Art and Design	Presidential Engagement and Partnerships Professor	1/1/2024
Robert Schneider	School of Theatre and Dance	Associate Professor	7/1/2024
Hidetada Shimizu	Leadership, Educational Psychology and Foundations	Associate Professor	1/1/2024
Jie Song	Earth, Atmosphere and Environment	Professor	6/1/2024
Reginald Thomas	School of Music	Professor	6/1/2024

NIU Professor Emeritus Status

- Emeritus faculty members are an important asset to NIU, and they contribute in many ways to NIU and the community after retirement.
- When the need arises, emeritus faculty teach, pursue research and sponsored project opportunities, serve on graduate committees, serve temporarily in key administrative positions when necessary, and continue to serve NIU in many ways.
- NIU is one of few state universities where the emeritus status granting process is simple and straightforward. Retired faculty members do not have to fill out any special paperwork and their departments do not have to review any nominations or approve the emeritus status. There is no fee for obtaining the emeritus status either.

Policy

The Policy Library states:

“The designation of emeritus status is granted by the University and Board of Trustees to tenured, ranked faculty members who retire from the university in good standing.

A retiring tenured, ranked faculty member is in good standing provided:

- a) Any financial obligations to the university have been settled;
- b) No termination proceeding has been initiated against the faculty member and remains pending at the time of retirement; and,
- c) The faculty member has not been discharged for cause.”

In exceptional cases, Emeritus Status may be granted to other faculty members based on merit and a recommendation to the president.

Faculty who are granted Emeritus Status will retain their professional rank and title at the time of retirement followed by the designation “Emeritus” or “Emerita”. Faculty titles are "Assistant Professor," "Associate Professor," "Professor," "Presidential Engagement Professor," "Presidential Research Professor," "Presidential Teaching Professor," "Distinguished Engagement Professor," "Distinguished Research Professor," and "Distinguished Teaching Professor.”

Process

The Policy Library states:

- A list of names of the tenured, ranked faculty who have retired during the fiscal year and the names of those tenured, ranked faculty who plan to retire before the beginning of the next academic year will be prepared by the Office of Human Resource Services each year prior to May 15 and forwarded to the provost.
- The list will consist of all tenured, ranked faculty who have signed formal retirement agreements or filed State Universities Retirement System (SURS) applications through Human Resource Services prior to May 15 of a given year.
- The provost will review the list to determine the standing of the faculty for Emeritus Status. Those tenured, ranked faculty who are in good standing will be recommended to the president who, in turn, will submit the list of faculty as an information item to the Board of Trustees at its next regularly scheduled meeting.
- Once a tenured, ranked faculty member’s name is presented to the Board of Trustees for Emeritus Status, the retired faculty member may officially use the Emeritus designation. The Provost Office sends them a confirmation letter.

Recognition

- Emeritus faculty members are recognized by the President, Provost and Presidents of the shared governance bodies for their service and contributions along with all retired employees at the annual recognition reception organized by the annuitants association and HRS.
- Faculty Senate acknowledges emeritus faculty in its newsletter to all faculty.

Benefits

Below are some of the benefits to faculty that are named “Emeritus” or “Emerita.”

1. Keep their professorial rank in retirement.
2. Continue to have free access to NIU Libraries.
3. Receive research support services and access to research software and databases when pursuing research and scholarly activities through NIU.
4. Teach or serve in interim administrative roles as needs arise.
5. Serve on graduate theses and dissertation committees as needed.
6. Continue to have access to NIU email as allowed by email policies and license agreement.
7. Eligible to take courses at NIU similar to current employees.
8. Receive dependents’ tuition benefits at NIU similar to current employees.
9. Get discounted parking permit (currently \$10/year) for parking on NIU campus.
10. Eligible for office space for teaching and research/artistry as allocated by their departments.
11. Participate in recruitment and other events representing their departments and colleges.
12. Represent NIU’s retirees in SUAA and other state-level bodies.

The most significant benefit that cannot be measured is the title that shows the faculty member has finished his or her distinguished career in a good standing and continues to hold the professorial rank at the institution and contribute to the university and their disciplines.

HLC ACCREDITATION SITE VISIT UPDATE

Executive Vice President and Provost Laurie Elish-Piper will present an update on the recent Higher Learning Commission accreditation site visit at NIU.