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UC Agenda 2013-02-27

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UNIVERSITY COUNCIL AGENDA
Wednesday, February 27, 2013, 3 p.m.
Holmes Student Center Sky Room

- I. CALL TO ORDER**
- II. ADOPTION OF THE AGENDA**
- III. APPROVAL OF THE [MINUTES](#) OF THE JANUARY 30, 2013 UC MEETING**
(distributed electronically)
- IV. PRESIDENT’S ANNOUNCEMENTS**
- V. CONSENT AGENDA**
- VI. REPORTS FROM COUNCILS, BOARDS AND STANDING COMMITTEES**
 - A. FAC to IBHE – Sonya Armstrong – [report](#) – Page 3
 - B. BOT Academic Affairs, Student Affairs and Personnel Committee – Kerry Freedman and Andy Small – no report
 - C. BOT Finance, Facilities and Operations Committee – Alan Rosenbaum and Greg Waas – no report
 - D. BOT Legislation, Audit, and External Affairs Committee –Todd Latham and Rosita Lopez – no report
 - E. BOT – Alan Rosenbaum – no report
 - F. Academic Policy Committee – Sean Farrell, Chair – no report
 - G. Resources, Space and Budgets Committee – Paul Carpenter, Chair
 - 1. [Report](#) – Pages 4-6
 - 2. Proposed Statement of Budget Priorities – walk-in
 - H. Rules and Governance Committee – Melissa Lenczewski, Chair – no report
 - I. University Affairs Committee – Kathleen Coles, Chair – no report
 - J. Student Association – Delonte LeFlore, President, and James Zanayed, Speaker – report

- K. Operating Staff Council – Andy Small, President – [report](#) – Page 7
- L. Supportive Professional Staff Council – Todd Latham, President – [report](#) – Page 8
- M. Elections and Legislative Oversight Committee – Abhijit Gupta, Chair – no report

VII. UNFINISHED BUSINESS

- A. Proposed [revisions](#) to NIU Bylaws, Article 14.6.4 Committee on the Undergraduate Curriculum – **SECOND READING – ACTION ITEM** – Pages 9-10

VIII. NEW BUSINESS

IX. COMMENTS AND QUESTIONS FROM THE FLOOR

X. INFORMATION ITEMS

- A. [Minutes](#), Academic Planning Council
- B. [Minutes](#), Admissions Policies and Academic Standards Committee
- C. [Minutes](#), Athletic Board
- D. [Minutes](#), Campus Security and Environmental Quality Committee
- E. [Minutes](#), Committee on Advanced Professional Certification in Education
- F. [Minutes](#), Committee on the Improvement of Undergraduate Education
- G. [Minutes](#), Committee on Initial Teacher Certification
- H. [Minutes](#), Committee on the Undergraduate Academic Experience
- I. [Minutes](#), Committee on the Undergraduate Curriculum
- J. [Minutes](#), General Education Committee
- K. [Minutes](#), Graduate Council
- L. [Minutes](#), Honors Committee
- M. [Minutes](#), Operating Staff Council
- N. [Minutes](#), Supportive Professional Staff Council
- O. [Minutes](#), Undergraduate Coordinating Council
- P. [Minutes](#), University Assessment Panel
- Q. [Minutes](#), University Benefits Committee

XI. ADJOURNMENT

Report on the FAC-IBHE Meeting, February 15, 2013

EXECUTIVE: STEERING: FACULTY SENATE: 02/20/13 walk-in UNIVERSITY COUNCIL: 02/27/13 REFER TO:
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The Faculty Advisory Council (FAC) to the Illinois Board of Higher Education (IBHE) met on February 15, 2013, at Kaskaskia College. The meeting began with the introduction of Kaskaskia College President James Underwood, who welcomed the group and provided some information on initiatives and trends at Kaskaskia College.

IBHE Updates

Dan Cullen was appointed as Deputy Director of Academic Affairs at IBHE; this leaves a staff vacancy and the position will be advertised shortly. Cullen will join the FAC-IBHE at the March meeting at Joliet Junior College. Alan Phillips indicated that a search firm is being solicited to help with the IBHE Executive Director position. The timeline is to fill that position by July 1. ICCB is also looking for an executive director with the same time frame.

Public Four-Year Caucus Updates

The Public Caucus discussed a draft paper on the history of Illinois public pensions and reported that the value of higher education paper is still being constructed.

Visitors

Dr. Lynne Haeffele, Senior Policy Director for Education in the Office of the Lieutenant Governor, outlined Sheila Simon's tour of all Illinois community colleges and public universities. The findings were presented under the title "Game Changers: Affordability, Persistence, Completion, and the Critical Role of Faculty." Haeffele asked the group to consider how faculty can contribute to various innovative practices.

Alan Phillips of the IBHE handed out documents, including the IBHE FY14 higher education budget recommendations and budget talking points. Regarding the state budget, revenues are up, but are more than consumed by pension and Medicaid costs; it appears that \$1 billion needs to be cut from the budget to compensate. This year, the payment to SURS was \$1.5 billion compared to the \$1.2 billion appropriated to the public universities. We can thus expect further cuts to education. Phillips suggested not using the phrase "pension problem."

Republican State Senator Kyle McCarter (54th District) visited. He will be on the Higher Education Committee this session. He is a small business owner of two manufacturing facilities. He noted that we can't take advantage of opportunities given the state's budget. He believes the budget situation can be fixed and has a plan to do so. This would involve going back to 2010 funding levels and then holding this flat for five years. The pension system also needs reform; there is a need to switch to a 401(k) type system. A pension cost shift would be combined with removing unfunded mandates. In response to a question about whether he would support adding in Social Security, McCarter responded that a hybrid plan is needed.

The minutes from the January meeting were approved. Full meeting minutes are posted to the FAC-IBHE website (once approved) for public viewing. These can be accessed at <http://www.ibhe-fac.org/Meetings.html>

Respectfully submitted,

Sonya L. Armstrong
Assistant Professor in the Department of Literacy Education
NIU Representative to the IBHE Faculty Advisory Council

Committee on Resources, Space, and Budgets

Meeting With The President and The Provost

Wednesday, January 23rd, 2013

14:00 - 15:00

HSC University Suite

1. How are the funds generated from the Orange Bowl to be distributed?
 - a. President Peters explained how the funds from the Orange Bowl would be distributed. The monies go to the MAC and the conference has agreed to cover NIU's expenses. The President outlined some of these expenses including a requirement to purchase 17,500 tickets, \$.5M for hotels in Miami and the costs to send students and university personnel to the game. Any residual will be shared equally among the MAC teams and any monies coming to NIU will go to Athletics.
2. Update on how the \$160M dollars from the True North campaign was/is being spent.
 - a. Mike Malone provided a breakdown of the monies from the True North campaign. He explained the nature of each funding source and the amount in each distribution area. He noted the difference between an expendable fund (money can be spent as it comes in) and an endowed fund (money goes into a fund and is invested and the interest income provides money that can be spent without invading the principal).
 - In a follow up communication Mike Malone reported that Faculty gifts accounted for 2% of the \$163.4m raised.
 - In the final year of True North we focused on the "Family Campaign" a special push to attract gifts from faculty staff with an emphasis on participation rather than dollar totals. That mini-campaign raised \$339,377 from 1,086 donors, for a participation rate of 25%.
 - There was a question about where the dollars given by faculty and staff went. Each individual could designate a gift to go to any existing fund...I have attached a breakdown of which type of fund donors selected. In this attached report, please note we are talking about administrative units at NIU, so when you see "Alumni" we are only talking about gifts from staff in the Alumni Office.
 - b. Mike Malone stated the university needs to bring in about \$14M per year to provide a base for successful funding raising efforts.
3. Status on staffing levels for civil service, SPS, and faculty?
 - a. Steve Cunningham provided an overview on current staffing levels and reported that over the last 3 years 30% of the work force has left. Of this total, 60% left for mid-career moves with the remainder taking retirement even though 60% of the workforce is eligible to retire.

- b. The turnover has led to a record number of searches to maintain capacity. The Provost voiced concerns about being able to remain competitive with salaries in the face of high turnover and the pension and budget uncertainty in Illinois.
 - c. Steve Cunningham reported that the university has seen salary increments that have averaged 8.5% between 2011 and 2012.
 - d. There was some discussion about the rehiring of retirees and the recent changes to the rules on rehiring retirees (double-dipping) that will require a close watch. It was noted that rehiring retirees could not be done at the speed of loss.
 - e. The President commented that a 4.6% cut was under discussion from the State. Given this, any increments in the near future would be unlikely. In addition, such a cut would necessitate a close look at any position request. Given current tuition levels, there is a feeling that we are at the highest price point.
 - f. Given the possibility of further cuts and tuition raises capped out it becomes even more critical to explore new revenue sources, cost efficiencies, and ways to increase productivity.
4. After the Blue Ribbon committee (Provost Alden) completed its work what changes, if any, have been implemented.
- a. The Provost reported that the workload document was in effect and was a consensus document. The policy needs to be used to determine workload assignments and provides a method of accountability.
 - b. The policy gives flexibility to academic units to tailor workload to meet individual college and department needs by seeking approval for a college/department specific plan. To date, no college/department has presented a specific policy.
5. What is the current position on enrollment numbers?
- a. The President indicated that it is too early to tell where we are in terms of enrollments. He reiterated earlier reports that Freshman applications are robust. The Orange Bowl seems to have given a boost to applications.
 - b. As enrollment predictions are part of the basis for fiscal planning, enrollments need to be stable and meet targets or the possibility of cuts looms.
 - c. The President indicated he was pleased with the personnel involved in recruitment and the work they were doing. He said there is a vibrant enrollment management committee that meets biweekly and that the university is in a better position to aggressively pursue raising enrollments as it ever has been. He acknowledged that the market is tough in general and that NIU has some particular challenges related to the cost of tuition, the levels of fees, and the perception the public holds of NIU.
 - d. Another challenge the university needs to address is articulation of credit for transfer students. NIU has a reputation of being difficult in that it doesn't clarify upfront what courses will articulate. The President has called for a study on this issue.
6. How are facilities upgrades progressing: Chessick Practice Center, Gilbert Hall, other capital projects?
- a. Eddie Williams reported that all the new facilities were on target in terms of budget and completion date.

- b. Dr. Williams reiterated the importance of these projects for enrollment and retention, academic improvements, and the need for enhancement and essential maintenance.
 - c. Dr. Williams also reported on plans for the renovation of the Stevens Building and the conversion of the old HSC computer lab into a café and the modernization of Grant D.
 - d. A question was raised about a conference center on campus. HSC provides some capacity but a bigger facility would face viability challenges related to needed occupancy rates.
7. What is our financial status and what is the outlook?
- a. The State has now paid all the monies it owed for FY12. However, for FY13 only one payment has been received and the Fall MAP funds. The State still owes \$81m for FY13.
 - b. State rules limit where funds can be invested and the principal needs to be protected. With the State paying what it owes late, there are limited monies to be invested as what monies are available are needed to cover operating costs.
8. Is there a new budget in the works/presently being used for Late Night Ride?
- a. There has been no change to the late night ride budget.

EXECUTIVE: STEERING: FACULTY SENATE: UNIVERSITY COUNCIL: <u>02/27/13</u> REFER TO:
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To: The NIU University Council February 27th, 2013

Fr: Andy Small, President Operating Staff Council

Re: Operating Staff Council Meeting, February 7th, 2013

The meeting was called to order at 9:00 a.m. by President Andy Small. After the announcements and correspondence was discussed, the President's report was given which included:

- A) Update on the subcommittees of the Board of Trustees
- B) Update on the issues discussed at Faculty Senate
- C) Previous meeting minutes from the University Council

The subcommittee reports included:

- A) Workplace Issues: This report included an update on the status of a tiered parking proposal where the Parking Committee is proposing a survey to the university employees to see what type of support there is for the plan. A survey is being suggested to go to all operating staff employees to gauge the issues that they might feel are important to help NIU become an even better place to work.
- B) Elections and Appointments: no report
- C) Public Relations: A Welcome Letter has been drafted to go to all new operating staff to let them know about the Operating Staff Council and the benefits that the Council can provide.

Visiting Guests

Doris Macdonald presented an update of the status of the HLC campus review and was especially thankful for all of the work the operating staff has done on the various committees that are supporting the review.

President Peters joined the meeting and was given a gift from the Council for the thirteen years of service he has given the university and particularly the numerous things he has personally done that have benefited the operating staff here at NIU.

**Supportive Professional Staff Council
Report at University Council
February 14, 2013**

Council Action

An amendment to V.8.3 of the constitution of the Supportive Professional Staff Council was approved.

Guests

Jan Gerenstein, SPS representative on CFAC, met with council to collect input on technology needs and concerns. The university will bring in an outside consultant to review campus technology.

Committees

The SPS Council Outstanding Service Award winner was selected and announced.

The Communication Committee has drafted the spring 2013 SPS Newsletter. The committee discussed using Novell Vibe for all committee collaboration.

The Legislative Issues Committee provided an overview of existing Illinois General Assembly bills. A brief overview on HB 1032 was presented. This bill repeals provisions that permit the children of employees at a State university to receive a 50% tuition waiver after seven years of service.

Council appointed Anne Hardy as chair of the Events Committee in addition to her service chair of the SPS Scholarship Fund.

Council voted to participate in the NIU 2013 Health and Wellness Fair on March 27, 2013. The SPS survey committee is scheduled to meet to finalize the survey instrument. A petition was circulated to change Stadium Drive to Joe Novak Way. The petition will be presented to Operating Staff Council for support.

Respectfully submitted,

Todd Latham, President
Supportive Professional Staff Council

The rationale for these proposed revisions to the bylaws pertaining to the CUC are:

- 1) *to fix a few grammar errors;*
- 2) *to better align the bylaws with the APPM (Guidelines for the Development of Interdisciplinary Courses Section III. Item 18.), which states that the CUC will be the curriculum body for interdisciplinary undergraduate curricular material not located in an academic college.*

14.6.4 Committee on the Undergraduate Curriculum (CUC)

14.6.4.1 Composition

(A) Faculty Representation

1. One faculty representative from the Undergraduate Coordinating Council shall be chosen by the faculty of the Undergraduate Coordinating Council.
2. One faculty representative shall be appointed by the curriculum committee of each undergraduate degree-granting college except the College of Liberal Arts and Sciences.
3. Three faculty representatives shall be appointed by the curriculum committee of the College of Liberal Arts and Sciences to represent the areas of the humanities, the social sciences, and the other sciences.
4. Faculty members shall serve three-year, staggered terms.
5. The chair shall be elected by the voting members of the Committee on the Undergraduate Curriculum and shall serve a one-year renewable term beginning in the fall semester.

(B) Student Representation

1. Two student members shall be selected by the Committee on the Undergraduate Curriculum (CUC) from nominees submitted by the student advisory committees of the undergraduate degree-granting colleges.
2. Student members shall serve one-year renewable terms beginning in the fall semester.

(C) The vice provost responsible for undergraduate education shall be an ex officio, nonvoting member.

14.6.4.2 Duties

(A) To recommend general policies regarding the design of the undergraduate curriculum.

(B) To receive **decisions** from the college curriculum committees ~~decisions~~ regarding the substitution, alteration, addition, or deletion of undergraduate courses and programs not in the area of general education. All curriculum decisions involving course content, description, title, and number shall be reported to the Undergraduate Coordinating Council without committee action or comment unless they involve course duplication or overlap between colleges, cross-college concerns, or university standards.

(C) To review and approve, or return to the originating department or college with appropriate comment, all curricular proposals involving course duplication or overlap between colleges, cross-college concerns, or university standards. Proposals approved by the committee shall be reported to the Undergraduate Coordinating Council.

(D) To negotiate and resolve questions concerning course duplication or overlap between colleges, cross-college concerns, or university standards that arise from or concerning proposals for curriculum change. If the committee is unable to resolve such questions to the satisfaction of the affected colleges and departments, the questions shall be forwarded to the Undergraduate Coordinating Council for final action.

(E) To make recommendations regarding university policies governing programs of undergraduate study.

(F) To review proposed new programs of undergraduate study and make recommendations to the Undergraduate Coordinating Council regarding them.

(G) To perform such other duties as the Undergraduate Coordinating Council may prescribe.

(H) To serve as the curricular body for interdisciplinary undergraduate curricular material not located in an academic college or colleges, such as UNIV 101 and curricular offerings from the Division of International Programs and the Center for Black Studies. This responsibility includes usual curricular activity (new, revised, and deleted courses as well as other catalog changes), general education submissions/resubmissions, and review of these units' overall curricular offerings.