

Minutes of the
NIU Board of Trustees
**ACADEMIC AFFAIRS, STUDENT AFFAIRS
AND PERSONNEL COMMITTEE**
May 23, 2013

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Wheeler Coleman at 9:13 a.m. in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Sharon Banks-Wilkins conducted a roll call of Trustees. Members present were Trustees Robert Boey, John Butler, Robert Marshall, Marc Strauss, BOT Chair Cherilyn Murer, Student Trustee Elliott Echols and Chair Coleman. Trustee Anthony Iosco joined the meeting in progress. Also present were Committee Liaison Ray Alden, President John Peters and Board General Counsel Jerry Blakemore. With a quorum present, the meeting proceeded.

VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING

Confirmation of Open Meetings Act public notice compliance was provided by Board General Counsel Jerry Blakemore.

MEETING AGENDA APPROVAL

Trustee Strauss made a motion to approve the meeting agenda. Trustee Murer seconded the motion. The motion was approved.

REVIEW AND APPROVAL OF MINUTES

Minutes of the February 28 meeting will be presented for approval at the next scheduled meeting.

CHAIR'S COMMENTS/ANNOUNCEMENTS

It has been an exciting year, Chair Coleman began. We identified and selected a new president to lead this university forward. We are also excited about the closure of this academic year and the beginning of a new academic year soon. The Chair stated that the agenda included two action items and one information item. Today's meeting of this committee is of particular importance to the faculty, he said, because this is the time of year that the Board acts on recommendations for faculty tenure and promotion. Action items include the Recommendations for Faculty Promotion, Tenure, and Promotion with Tenure for the 2013-2014 Academic Year, and a programmatic issue, a new Specialization in Comparative Public Service within the Public Administration degree program within the College of Liberal Arts and Sciences. An informational update will be presented on the Higher Learning Commission Accreditation.

Chair Coleman recognized University Advisory Committee representatives Kerry Freedman and Andy Small.

PUBLIC COMMENT

The Chair asked General Counsel Blakemore if any members of the public had registered a written request to address the Board in accordance with state law and Board of Trustees *Bylaws*. Mr. Blakemore noted that he had received no requests to address this meeting.

UNIVERSITY RECOMMENDATIONS/REPORTS

Agenda Item 7.a. – Recommendations for Faculty Promotions, Tenure, and Promotions with Tenure for 2013-2014

As the Chair just mentioned, Provost Alden said, this is a particularly meaningful time for faculty in that this is when the culmination of many years of activity and at least a year of intensive review culminates in the recommendations for tenure, promotion, and tenure with promotion. There are 15 faculty members from 14 departments or schools being recommended for promotion, most to the full professor level. These are people who have already been tenured. There are 40 faculty from 28 departments and schools being recommended for tenure and promotion. This is the normal track of going to associate professor upon granted tenure. There are five individuals from three departments and schools being recommended for tenure only. Again, this is oftentimes when someone is brought in at a rank and given a short track to go to tenure. Finally, there is one tenure on hire recommendation for a chair position.

Chair Coleman asked for a motion to approve the Recommendations for Faculty Promotions, Tenure, and Promotions with Tenure for 2013-2014. Trustee Murer so moved, seconded by Trustee Boey. The motion was approved.

Agenda Item 7.b. – Request for a New Specialization

New subdivisions of existing undergraduate programs are called emphases and new subdivisions of graduate programs are called specializations, the Provost explained. This program specialization is a bit unusual in that it enables the offering of international double degrees from our institution as well as institutions in other countries. This particular specialization is coming from the Master of Public Administration degree program within the College of Liberal Arts and Sciences, one of our programs that is ranked in the top ten of U.S. programs in *U.S. News & World Report* and in the public finance top ten. This is a premiere program that has a great deal of potential for these kinds of international partnerships. The actual specialization is in Comparative Public Service, and it allows our students to understand how public administration is translated to other countries in terms of culture, function and form. It would allow, not only our students, but students from partnering institutions in China, Thailand, Kenya or possibly other countries, to have double degrees in a fairly short period of time – both a Master of Public Administration and a Master of Arts in Public Administration – from the partnering institution. This is part of the strategic goal of globalizing the curriculum by diversifying and enriching not only the NIU students' perspectives and ability, but also the partnering schools' students. We have a very active International Programs area and the Center for Southeast Asian Studies, which celebrated its fiftieth anniversary this year, the Provost said. We have very strong relationships with 11 countries in Southeast Asia and we have a number of partnerships. Dr. Chris McCord, Dean of the College of Liberal Arts and Sciences, answered questions from Board members.

Chair Coleman asked for a motion to approve the Specialization in Comparative Public Service within the Master of Public Administration degree program within the College of Liberal Arts and Sciences. Trustee Strauss so moved, seconded by Student Trustee Echols. The motion was approved.

Agenda Item 7.c. – Higher Learning Commission Accreditation Update

The Higher Learning Commission (HLC) reaccreditation visit is scheduled for less than a year from now, Provost Alden said. We are trying to periodically update the Board on the progress and the processes leading up to this visit. It is a very extensive self-study opportunity for the university. Over 108 people are directly involved in information gathering and report preparation.

Vice Provost Carolinda Douglass presented an update on the upcoming Higher Learning Commission Accreditation visit. We have been reporting quarterly to this committee on the progress for the Higher Learning Commission site team visit on March 3-5, 2014. We address the five criteria listed in your Board item. Our faculty chair is Doris Macdonald, and we have had tremendous collaboration across the campus with over a hundred people involved in this process. Since our last update, the NIU HLC Steering Committee has completed the data collection process. Gaps in the data are being filled as we go through

the summer revision. The committee has reviewed multiple copies of the self-study report, all the chapters related to the criteria. The penultimate draft of the self-study report will be completed this summer and will be made available for public comment for a one-month period in the fall on the NIU-HLC website.

The HLC team will also check to be sure that we are in compliance with all federal requirements Vice Provost Douglass reported. One of those requirements that we needed to comply with came up suddenly last spring. All of our course activities related to the amount of credit that we give for each course had to be documented, and that is a rather extensive process. With the help of Jeff Reynolds in the Office of the Provost, we created the Course Activity Documentation System. A faculty member or instructor needs to fill out what they are doing in class and how much time students are spending outside of class for every section of every course. It is a major exercise. However, in the fall semester, we were in compliance with this 99.9 percent, and in the spring semester, we had 99.2 percent compliance.

OTHER MATTERS

Trustee Marshall requested a preliminary information update on the diversity section of the university's Vision 2020 Initiative.

Undergraduate Admissions and Recruitment Presentation

In response to a request from the Board on the issue of undergrad admissions and recruitment efforts, Kelly Wesener-Michael, Acting Vice President of Student Affairs and Enrollment Management (SAEM), made a brief presentation on the admission/recruitment efforts within SAEM and what is anticipated with respect to the new incoming fall class.

It is important to recognize that this is a team effort with key collaborations coming together across the campus to make undergraduate recruitment happen, Ms. Wesener-Michael said. Academic collaborations are imperative, and we have worked solidly with the academic deans and with faculty to create strong plans for recruiting our students. We have an Enrollment Management Council that has become a steering group for enrollment management as a whole. The council is headed by the President, and the Provost sits on it along with a number of vice presidents and other executive leadership across the university.

University Relations is a key partner that has aided us in many direct mailing and recruitment campaigns. They have printed a walking map of campus so that prospective students who come to campus, but cannot take a full tour, or come on a Sunday when a tour might not be available, can grab a map and do a self-tour. University Relations also helps with Open House promotions and other initiatives.

Finance and Facilities is invaluable through their support of scholarship and need-based funding as well as the funding of some of our recruitment initiatives. Vision 2020 has been particularly pivotal for us, allowing us to make technological enhancements, expand marketing and hire strategic staff.

Other areas covered in Ms. Wesener-Michael's presentation were: enhanced transfer webinars and live chats; Virtual Decision Day which allows students to electronically connect to campus and talk to counselors, sit in on presentations, receive feedback on their transcripts and their ability to actually be accepted here at the institution; electronic transcripts so that high schools can submit student transcripts electronically; abandoned application identification – we can now identify students who began but did not complete online applications, contact them and their parents and say, come on back, we want to see you finish that application – thousands of abandoned applications have been followed up; name purchase for prospective students – our first contact with about 50 percent of the students who enroll here is through a name purchase, ACT is given six times throughout the year, and we want to be able to capture those names as well as others throughout the year to be able to continually recruit students; data-driven decision-making to have the appropriate data to make good decisions about our enrollment process and recruitment strategies; predictive modeling; dashboard indicators; territory management; transfer transcript evaluation; fee waivers for deferred admission; fiscal sustainability; community college

outreach; minority student recruitment; financial aid and scholarship programs; "How to Get Scholarships at NIU" on YouTube; and changing demographics.

Trustee Strauss requested that the committee hear a report at its next meeting, after the results of this year's effort are in, to examine the metrics and see what was successful and where the effort fell short in order to take a further look at those areas where improvement is needed.

NEXT MEETING DATE

Chair Coleman announced that the next meeting of the Academic Affairs, Student Affairs and Personnel Committee is scheduled for Thursday, August 29.

ADJOURNMENT

Chair Coleman asked for a motion to adjourn. Trustee Murer so moved, seconded by Student Trustee Echols. The meeting was adjourned at approximately 10:20 a.m.

Respectfully submitted,

Sharon M. Banks-Wilkins
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.