

## **Memorandum of Understanding (MOU)**

This memorandum of understanding is between Northern Illinois University (NIU) Board of Trustees (Employer) and the NIU Tenure and Tenure Track Unit, United Faculty Alliance, University Professionals of Illinois, Local 4100, IFT, AFT, and AFL-CIO.

The purpose of this MOU is to memorialize the agreement between the parties concerning the implementation of the Service, Teaching, Artistry & Research (STAR) program. The Joint Committee met on five (5) occasions and created the following criteria for the implementation STAR program in accordance with Article 24.7 (a) of the collective bargaining agreement:

### **Service, Teaching, Artistry & Research (STAR) program**

#### **Purpose:**

The purpose of a STAR award is to recognize full professors who meaningfully contribute to the mission, vision, and values of their department, college, and/or the University. STAR awards acknowledge the contribution of these deserving faculty by providing an increase to the faculty member's base compensation. Faculty chosen for STAR awards are strong teachers, scholars and leaders of the university community, and serve as an example of continuous post-tenure achievement in their respective disciplines.

#### **Criteria:**

Department personnel committees (DPCs) will evaluate STAR applicants according to the three dimensions listed below. Criteria used to evaluate STAR program applications should be similar to those in Article 8 of the Faculty Senate Bylaws and relevant college and department personnel bylaws. Within each of the three areas below, DPCs are encouraged to develop discipline specific guidelines to determine faculty performance which requires College Council approval per clause 8.1.4. These criteria, in addition to being discipline specific, should also relate to priorities aligned with the university's mission, vision and values, including work related to diversity, equity and inclusion as well as leadership and engagement.

In the three areas below, faculty performance during the evaluation period should be considered at a strong level in at least two of the three areas and at least satisfactory in each of the three areas.

1. Teaching or librarianship
2. Scholarship and/or artistry
3. Service

#### **Process:**

- Applicants must have held the rank of professor at NIU for at least five years.
- Administrators returning to faculty status may not apply within 6 months of returning to faculty.
- Applicants will submit documentation of activities and contributions over the prior five years that align with the mission, vision and values of the University, college, and department/school by March 1st. DPCs may develop guidelines for submission materials.
- The evaluation period for each faculty member shall be the latter of the effective date of their most recent STAR award or the date of promotion to the rank of full professor.
- The DPC will review the applicant’s materials using the general criteria above as well as department-specific elements codified in bylaws so long as they align and do not conflict with these criteria.
- Upon review and discussion, DPC members will vote whether the applicant’s contributions meet the criteria and warrant the STAR recognition. If the DPC votes with at least 50% of DPC members approving the application, the applicant will receive a \$5,000 increase to base annual salary at the beginning of their appointment period in the subsequent academic year.
- If the DPC votes with the majority of DPC members rejecting the application, the applicant may request reconsideration of the DPC decision to the Department Chair within ten business days of being notified their application was rejected by the DPC. The Department Chair may affirm the decision of the DPC or reverse and approve the application. The outcome of the appeal decision by the Department Chair is final.
- An applicant who is unsuccessful may apply again the subsequent year.
- A bargaining unit member may receive the STAR salary increase no more frequently than once every six (6) years and may receive no more than three STAR increments during their faculty career at NIU.

The above purpose, criteria and processes have been created under Article 24.7 of the agreement and will remain in effect during the term of the agreement through June 30, 2026.

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 Northern Illinois University  
 Executive Vice President and Provost

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 Date

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 United Faculty Alliance, University  
 Professionals of Illinois, Local 4100,  
 IFT, AFT, AFL-CIO

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 Date