I. CALL TO ORDER

The meeting was called to order at 3:12 p.m.

II. ADOPTION OF THE AGENDA

The agenda was approved as written.

III. APPROVAL OF THE MINUTES OF THE APRIL 5, 2006 MEETING (Pages 3-6)

The minutes were approved as written.

IV. EXECUTIVE SESSION

The Council went into Executive Session to hear the report from the Committee to evaluate the President of the Faculty Senate/Executive Secretary of the University Council

V. PRESIDENT’S ANNOUNCEMENTS

President Peters thanked those members of the Council whose terms were finishing and congratulated those who would be starting new terms on the Council:

Completed

- Sally Webber, Accountancy
- Richard Orem, Literacy Education
- Amy Rose, Counseling, Adult & Higher Education
- Nancy Castle, Communicative Disorders
- Colin Booth, Geology & Environmental Geosciences
- Patricia Henry, Foreign Languages and Literatures
- David Gorman, English
- Larry Gregory, Art

Re-elected

- Paul Stoddard, Geology & Environmental Geosciences

Newly Elected

- David Wade, Management
- Laurie Elish-Piper, Literacy Education
President Peters provided information on the Provost search, spring commencement, fall enrollment targets, and legislative progress on the FY07 state budget.

The President announced an allocation to the Provost’s Office of several hundred thousand dollars to take care of some of the academic facilities issues facing the University.

VI. CONSENT AGENDA

There was no consent agenda.

VII. REPORTS FROM COUNCILS, BOARDS, AND STANDING COMMITTEES

A. FAC to IBHE – Sharon Holmes – no report

B. BOT Academic Affairs, Student Affairs, and Personnel Committee – Joseph “Buck” Stephen and Ferald Bryan – no report

C. BOT Finance, Facilities, and Operations Committee – Paul Stoddard and Xueshu Song – no report

D. BOT Legislation, Audit, and External Affairs Committee – Rachel Turner and Shey Lowman – no report

E. BOT – Paul Stoddard – no report

F. Academic Policy Committee – Colin Booth, Chair – report

C. Booth reported on clarifications made to the student evaluation process. One issue was the revised wording of the Academic Policies and Procedures Manual which requires that several factors listed must be addressed on the Student Evaluation Forms. The departments are encouraged to devise their own wording as appropriate for their particular disciplines and departments have the discretion to give whatever weight they choose in the personnel process to the individual questions. The second issue was evaluation of on-line courses. The committee recognized that there are substantial differences between teaching on-line courses and teaching in traditional classroom settings, so the standard questions may not be appropriate for on-line courses. Therefore, departments are encouraged to use special evaluation forms when courses are offered for the first time or are offered in a non-conventional format.

For the administration of student evaluations for on-line courses, the committee proposed that the University Council ask Testing Services to develop, in the context of the new information
system, a secure web-based method of administering student evaluations for on-line courses, maintaining both student anonymity and single submission by an individual student. In the meantime, evaluations should be carried out under the APPM guidelines:

Instructors must not administer the course evaluations. Student anonymity must be maintained. Multiple responses by individual students must be prevented. Evaluations must be conducted within the appropriate time frames specified by the APPM. Evaluations must include the quantitative and qualitative components required by the APPM.

**W. Tolhurst** suggested that Blackboard might provide a mechanism for evaluations. **J. Stephen** offered the observation that Faculty Development might also have helpful technology for this problem.

**M. Spires** felt that Faculty Development should be included in the charge.

**G. Seaver** will bring the problem to the NIU Connect committees involved and will report back by fall.

**E. Miller** expressed concern that on-line fees not be increased to cover the evaluation process.

**P. Henry** asked about part one of the report concerning revised wording. **P. Stoddard** indicated that this was a matter of specific concern to the students and that they were not well represented at this meeting, so that a discussion of the revised wording would better take place at a later date.

**G. Resources, Space and Budgets Committee** – Amy Rose, Chair – no report

**H. Rules and Governance Committee** – John Wolfskill, Chair – no report

**I. University Affairs Committee** – Xueshu Song, Chair – no report

**J. Elections and Legislative Oversight Committee** – Brigid Lusk, Chair – report

**President Peters:** Brigid, Elections and Legislative Oversight Committee.

1. University Council confirmation of election of 2006-2007 Executive Secretary of the University Council

**B. Lusk**, as Chair of the Elections and Legislative Oversight Committee, moved to confirm the election of Paul Stoddard as Executive Secretary of the University Council.

The motion was seconded and passed.

**VIII. UNFINISHED BUSINESS**

**President Peters**, on this occasion of Dean Art Young’s last Council meeting before retirement offer his thanks to the Dean for his service.
IX. NEW BUSINESS

There was no new business.

X. COMMENTS AND QUESTIONS FROM THE FLOOR

P. Henry asked if the University was making preparations for the avian flu.

President Peters and E. Williams answered absolutely, and elaborated on the preparations.

J. Stephen commented that after initial doubts, he now thinks the hiring of a search firm to help in the Provost search was an excellent idea. He also reminded Council members that one of the most underused medical benefits that we get is the flexible spending account called “MedCap.”

L. Kamenitsa inquired about potential shuttle service to the newly opened Metro station at Elburn.

President Peters answered the the student-run Huskie Bus Line would be the most likely provider of such a service.

XI. INFORMATION ITEMS

A. Minutes, Academic Planning Council
B. Minutes, Athletic Board minutes
C. Minutes, Campus Security and Environmental Quality
D. Minutes, Committee on Advanced Programs for Certification in Education
E. Minutes, Committee on Initial Teacher Certification
F. Minutes, Committee on Undergraduate Curriculum
G. Minutes, Graduate Council
H. Minutes, Undergraduate Coordinating Council minutes
I. Minutes, University Assessment Panel
J. Minutes, University Benefits Committee minutes

XII. ADJOURNMENT

The meeting adjourned at 4:17 p.m.