OPENING: The meeting was called to order by D. Wade, Chair.

I. APPROVAL OF THE AGENDA

    It was moved by D. Wade, seconded by R. Holly, to approve the agenda. Motion passed.

II. ANNOUNCEMENTS

    A. Electronic Approval of Minutes (11/29/06). The minutes for meeting #137 were approved electronically via email.

    B. New Student Information System Update

        E. Seaver stated that his office along with the NIUConnect team has been meeting with college offices and talking about discrepancies in the catalog and the college procedures. A new round of meetings with the colleges will be started soon dealing with security and access issues. It has to be determined who has access to specific screens based on the roles and functions of the users.
Discussions about potential changes in the add/drop policy are taking place with the Advising Group. The reason for this is to align the add/drop policy with the financial aid policy. Over 900 late schedule updates for undergraduates were processed last semester by the colleges after the add/drop period. They are trying to find ways to control that.

Previously students applying to Northern Illinois University could not select their major before they arrived at NIU. They indicated their intended major at orientation and subsequently completed the Major Request form during Orientation. With the new system students will be allowed to declare their intended major at the time they make application to the university, eliminating unnecessary paperwork. Students admitted to limited admission programs would be categorized in pre-majors. Undeclared students would also be accommodated.

Presently with the university withdrawal policy students are not able to withdraw to zero hours. They can drop all but three credit hours and must come in person to their college office to drop or withdraw from the last three hours. With PeopleSoft a student would be able to withdraw to zero hours prior to the first day of classes.

E. Seaver also indicated that discussion about the IAI course articulation per native vs. transfer student would begin with the Advising Group’s March meeting.

III. NEW BUSINESS

A. Reinstatement Reports 2005-2006

   *It was moved by D. Wade, seconded by R. Holly, to approve the 2005-2006 reinstatement reports from the colleges. Motion passed.*

B. Spring Semester Admission

   B. Gage stated the Enrollment Management Committee is completing an assessment evaluation of how spring admissions are handled. They would like to develop a plan with the colleges and departments to determine how many students can be brought in by academic program and be served well.

   R. Holly stated that it has been a problem for all of the colleges to accommodate students admitted for spring. Students come for orientation and are told they cannot take classes in their major.

   B. Gage said that ultimately we lose these students to community colleges and send out a message that we cannot accommodate students. He introduced catalog revisions to address this issue.
Spring Semester 2007

Priority consideration is given ... an equivalent ACT/SAT rank combination. Such individuals will be admitted and notified of their admissions decision on a rolling admissions basis.

It was moved by R. Holly, seconded by D. Wade, to approve the catalog change for the spring semester admissions. Motion passed.

C. Visiting Student Designation

B. Gage said that at our last APASC meeting the Nondegree Students section in the undergraduate catalog was eliminated. The reason for this change is to make access easier for people to take a course or courses who have no intent to gain a degree. The Visiting Student matriculation is open for one semester. If a person wishes to continue, they would have to reapply.

D. Cesarotti raised the question of whether people seeking the Homeland Security certificate could still register as a visiting student. To receive a certificate one must be registered as a regular student and go through the regular admission process.

Nondegree Students

...listed in the “Readmission of Former NIU Students” section following.

Visiting Students

A student who has not previously enrolled in NIU as an undergraduate degree seeking student may apply for temporary admission and take courses as a visiting student for one academic semester or summer session. Visiting students are limited to 15 credit hours per term of enrollment and must reapply for each term. Students enrolled in International Studies programs are not subject to the one term limitation.

Visiting students are ineligible for scholarships and federal and state financial aid.
Students who wish to attend NIU as visiting students must submit an undergraduate application and application fee. Although transcripts are not required for admission as a visiting student, enrollment in specific courses may require the submission of official transcripts to the college advising office to determine if prerequisite requirements for the course have been met. Secondary students may apply as a visiting student and register for one or more courses at the university by submitting a written recommendation from the secondary school supporting such enrollment, submitting the written consent of a parent or guardian, and paying the standard tuition and fees.

Visiting students are subject to all university policies and regulations in effect during each term enrolled, including those pertaining to academic probation and dismissal. The College of Liberal Arts and Sciences will provide appropriate college-level services to visiting students (course and university withdrawals, overload permits, etc.).

The benefits that apply to the A.A. or A.S. degree or approved A.A.T. degree as described under the section titled “Illinois Public Community College Graduates” are not assured to students who have previously attended NIU as a visiting student. These students must petition for these benefits in a letter accompanying the application for admission to a degree program.

Students who have been denied admission as a degree seeking student are not eligible for admission as a visiting student for the identical academic semester or summer session.

Students who have previously attended NIU as a degree seeking student must apply according to the guidelines listed in the “Readmission of Former NIU Students” section of this catalog. Students who have been academically dismissed from NIU are not eligible to apply as visiting students.

**Changing to Degree Status**

Visiting students who seek to change to degree status and who meet the current criteria for freshman or transfer admission must have a GPA of at least 2.00 in course work completed at NIU; submit a new application for admission; and submit all documents necessary for freshman or transfer admission as listed in the “Admission Criteria” section of the undergraduate catalog.

The new application and all required documents must be received in the Office of Admissions by the appropriate deadline date designated below for changing to degree status.
Visiting students who seek to change to degree status but who do not meet the current criteria for freshman or transfer admission must have a GPA of at least 2.00 in course work completed at NIU; submit a new application for admission; submit all documents necessary for freshman or transfer admission as listed in the “Admission Criteria” section; and submit a letter of petition describing circumstances relevant to the petition including educational and career goals.

The new application, all documents, and the letter of petition must be received in the Office of Admissions by the appropriate deadline date designated below for changing to degree status.

<table>
<thead>
<tr>
<th>Term</th>
<th>Applications complete by</th>
</tr>
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<tbody>
<tr>
<td>Spring</td>
<td>November 15</td>
</tr>
<tr>
<td>Summer</td>
<td>May 1</td>
</tr>
<tr>
<td>Fall</td>
<td>July 15</td>
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Readmission of Former NIU Students

It was moved by D. Wade, seconded by R. Holly, to approve the new catalog language for Visiting Students. Motion passed.

D. Course Revision Referred from CUC

The following college submitted a catalog change:

College of Education #7, November 21, 2006

It was moved by D. Wade, seconded by J. Parker, to approve the catalog change from the College of Education. Motion passed.

IV. ADJOURNMENT

It was moved by D. Wade, seconded by R. Holly, to adjourn the meeting. Motion passed.

Minutes submitted by Lisa Gambino.