NORTHERN ILLINOIS UNIVERSITY

ADMISSIONS POLICIES AND ACADEMIC STANDARDS COMMITTEE (APASC)

Minutes of Meeting #135
October 4, 2006

Approved

Present: Lesley Rigg (LAS/GEOG); M.J. Blaschak (HHS/SAHP); E. Mogren (LAS/HIST); J. Parker (EDUC/KNPE); C. Rollman (VPA/ART); D. Cesarotti (EET/TECH); R. Holly (HHS/Council of Adv. Deans); D. Wade (BUS/MGMT)

Ex Officio: S. Eaton (EDUC SERV & PROG); M. Gills (TRANSFER CENTER); S. Kallembach (REGISTRATION AND RECORDS); B. Gage (ASSISTANT VICE PROVOST); E. Seaver (VICE PROVOST)

Students: R. Garcia (BUS/ACCY); A. Peterson (ELEM ED); M. Smith (ENGR)

Visitors: L. Gambino (REGISTRATION AND RECORDS), D. Smith (CATALOG EDITOR/CURRICULUM COORDINATOR)

Absent: B. Boldenberg (UCC); B. Burk (ADMISSIONS); M. Zidek (KNPE)

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

I. APPROVAL OF THE AGENDA

E. Seaver added the following three items to the agenda. The three items were:
- Admission Issues
- Repeating a course
- CLERY act

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

II. ANNOUNCEMENTS

A. Electronic Approval of Minutes (9/6/06). The minutes for meeting #134 were approved electronically via email.

B. New Student Information System Update
E. Seaver said that they are in the process of working through what the gaps are and the policy issues, particularly the latter group as they may require catalog changes.

E. Seaver mentioned that a Blackboard communication site will be established shortly for NIUConnect. The site will contain information on the progress of the NIU Connect implementation, committee minutes, position papers, and more. There will be the opportunity for faculty and staff to monitor the progress of the project and discussions and comment on the development of NIUConnect.

III. OLD BUSINESS

No old business to report.

IV. NEW BUSINESS

A. Course Revision – Family, Consumer and Nutrition Sciences

The course revision reflected the addition of two alternatives to FCNS 230 which are EPS 304 or PSYC 324.

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

B. New Course – Family, Consumer and Nutrition Sciences

The proposal of a new course offering for FCNS 409 was submitted.

It was moved by D. Wade, seconded by R. Holly, to approve the new course offering submitted. Motion passed.

C. Clery Act

Brent Gage stated that the “Clery Act” is an annual security report that the university has to make public to all prospective students, faculty and staff of campus crime statistics. One of the things Internal Audit noted when they looked at how admissions was doing was that this was absent from the catalog. It’s supposed to go under the legal notices with the heading “Annual Security Report” and a paragraph to follow. This would meet the federal requirement.
Human Rights Statement

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Annual Security Report

The Northern Illinois University annual security report is available on-line for review at [http://www.niu.edu/about/safety/index.shtml](http://www.niu.edu/about/safety/index.shtml). Printed copies are available through the NIU Department of Public Safety, 375 Wirtz Drive, DeKalb, IL 60115.

Immigration Reform and Control Act Regulations Affecting Employment by the University

It was moved by R. Holly, seconded by D. Wade, to approve the proposed catalog language regarding the annual security report. Motion passed.

D. Admissions Criteria

R. Holly addressed the proposed catalog language changing the admission requirements for freshmen.

R. Holly addressed the fact that some freshmen were coming in as transfer students because they took several community college classes while in high school. These freshmen were then being assigned a transfer orientation date rather than a freshman orientation. With this change their community college classes would be evaluated for evaluation purposes, but the student would not be looked at as a transfer applicant.

B. Gage said that we are holding the most talented students potentially to a different standard. One, there’s a freshman scholarship issue and these students are not being admitted as freshmen and it may harm them in their scholarship eligibility. Lastly, we are not counting these students in our student profile (ACT scores, class rank, etc.) We are excluding potentially the most talented group of students by this process.
Admission Criteria

Freshmen

Students who complete the required ... given baccalaureate degree from NIU.

Applicants who have attempted transferable college-level credit at the time of application, and are entering the University in the academic year following their graduation from secondary school or its equivalent are evaluated using freshman admission requirements.

It was moved by D. Wade, seconded by J. Parker, to approve the proposed catalog language regarding admission requirements for freshmen. Motion passed.

E. Repeating a Course

E. Seaver stated that the regulations for repeating a course is relative to the student information system.

R. Holly explained that our current repeat policy doesn’t fit within the parameters of the PeopleSoft system. So there are a couple of changes that must be made to accommodate the system. Our current repeat policy states that if a student repeats a course in which a “D” or “F” was originally earned and that repeat takes place within thirteen months following the conclusion of the first enrollment, then the new grade earned replaces the original grade. However, the hours earned from the original enrollment remain on the record and the hours from the second enrollment are not added. So the hours and the grade become split creating two issues that must be dealt with. The two issues are the split of the grade and the thirteen month limitation.

It has been the practice of five of six colleges to waive the thirteen month limitation repeat benefits. The sixth college will do this, but requires the student to come in for advisement first. Advising Deans agreed at their last meeting that the thirteen month limit for repeat benefits can be eliminated.
Regarding the splitting of the grade and credits there was no agreement. Advising Deans feel that this should come from a faculty committee and then becomes APASC’s job to determine what the new regulation will be. R. Holly stated the possibilities presented were that the student that repeats a course receives the higher of the two grades or the student receives the last of the two grades. There is also the process of a third enrollment and an approval is required from the course department and the student’s major college. Assuming the student gets approved for the third enrollment, we could say again the higher or the last. The one suggestion that seemed to have the most support, but was not unanimous with the advising deans, was that we could say the student receives the higher of the two grades. However, if someone was approved for a third enrollment then it becomes the last grade and the credits stay with the grade. This decision was unanimous among the advising deans.

PROPOSED CATALOG LANGUAGE

Academic Regulations

Repeating a Course – Page 44-45

The policy outlined here pertains only to courses taken at and repeated at NIU. Repeating a course taken at another college or university is governed by the policy on repeated courses in the section on transfer credit. The opportunity to repeat a course under this policy will end with the awarding of a degree. The NIU transcript will reflect the GPA as specified in the following policy. However, students should be cautioned that some limited admissions programs recognize all attempts for admission purposes and that when students apply to professional schools and/or graduate schools, all attempts at courses could be considered in that application process.

A student may repeat any course in which a grade of D or F was received. *OPTION 1 (Current Language): The grade which the student earns in the repeat will replace the original grade in the GPA calculation, but both grades will always appear on the student’s official transcript. OR  OPTION 2 (Alternate Language): The highest grade which the student earns in the two attempts will be used in the GPA calculation. If this repeat commences within a 13-month period from the end of the semester in which the course was first taken, the GPA of the student will include only the grade for the second enrollment. For any repeat of a course for which a student has received an F that does not commence within a 13-month period, the GPA will include both enrollments. For any repeat of a course for which a student has received a D that does not commence within a 13-month period,
the GPA will not include the second grade and additional credit will not be awarded. In all cases, the permanent record of a student repeating a course will report each enrollment in the course. (A course withdrawal does not count as a repeat.)

A student may not repeat a course taken at NIU in which a grade of C or better was earned, unless the contrary is stated in the catalog description of the course.

A student who does not earn a C or better after two (or more) attempts in a course may petition to retake the course. The student must secure permission of the dean of his or her major college and of the chair of the department in which the course is offered.

All grades received in the course will appear on the transcript and all grades, except the initial one, will be used in the GPA calculation. Credit may be earned only once unless the course description in the catalog states otherwise. Exceptions to this policy may be granted only by the dean of the student’s major college. In all cases, third or subsequent enrollments in a course may be allowed only if the department in which the course is taught agrees to permit enrollment. In approved third or subsequent enrollments the grade earned during the last enrollment will be used in the GPA calculation.

All students repeating courses under the provisions outlined above must so indicate on the appropriate registration form or notify the Office of Registration and Records by the end of the sixth week of each term (third week for summer session).

D. Wade made a motion to table this until the next meeting.

F. ADJOURNMENT

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

Minutes submitted by Lisa Gambino.