NORTHERN ILLINOIS UNIVERSITY

ADMISSIONS POLICIES AND ACADEMIC STANDARDS COMMITTEE
(APASC)

Minutes of Meeting #146
April 2, 2008

Approved

Present: Lesley Rigg (LAS/GEOG); M.J. Blaschak (HHS/SAHP); B. Goldenberg (UCC); J. Wolfskill (LAS/MATH); J. Parker (EDUC/KNPE); C. Rollman (VPA/ART); D. Cesarotti (EET/TECH); L. Marcellus (AAC/Council of Adv. Deans); D. Wade (BUS/MGMT)

Ex Officio:  S. Eaton (EDUC SERV & PROG); B. Gage (ASSISTANT VICE PROVOST)

Students: J. Stroup (HHS)

Absent: B. Burk (ADMISSIONS); M. Gillis (TRANSFER CENTER); E. Seaver (VICE PROVOST); D. Espinosa (BUS - student)

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

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

I. APPROVAL OF THE AGENDA

L. Marcellus requested to add a statement regarding Third Attempt Procedures as an additional item to New Business.

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

II. ANNOUNCEMENTS

A. Electronic Approval of Minutes (3/5/08)

Approval of Minutes (3/5/08). The minutes for meeting #145 were approved.

It was moved by D. Wade, seconded by J. Wolfskill, to approve the 3/5/08 minutes. Motion passed.
B. Report from the Advising Deans

L. Marcellus indicated that the advising deans are discovering that PeopleSoft and current university policies are not matching.

C. Report from the Assistant Vice Provost for Enrollment Services

B. Gage announced that we are closing in on the May 1st deadline. Application numbers are tracking very well. We have more applications than last year. Being that it is the first year, it took a little while to get up to speed. While we are not quite at our target for admissions, we are confident that we will be close to our goal. Our two major campus visits this spring, February 15 which was cancelled and Good Friday with eight inches of snow predicted, prevented us from having normal measures to figure where we are. Virginia Tech indicated that they had a positive yield in turn out the year following their event.

D. New Student Information System Update

B. Gage indicated that financial aid packaging has begun for the fall in the new student information system. There were 6,000 aid award letters sent out via email and within the first hour we had 385 students accept their aid packages. We are further ahead in aid processing than we have ever been. The number of emails financial aid receives has been cut in half and the phone calls have been cut down tremendously. Students that are now coming in to financial aid for assistance are actually sitting with counselors for 20-30 minutes because the financial aid office is not backed up with paperwork as in the past. This is all due to the fact that more students are using the self servicing offered in the new student information system.

Monday, April 7 is the beginning of the first registration period in the new student information system.

III. OLD BUSINESS

A. HHS Public Health Math Item (PHHE 455)

D. Wade asked L. Rigg if she believed the rationale provided was the type that would satisfy people on the Strategic Planning Committee that have expressed a concern.

L. Rigg stated that at this stage the Strategic Planning Committee has not articulated what will and will not be appropriate. She expressed that she felt this rationale has a level of detail which hasn’t been seen before in terms of numbers and courses.
D. Wade asked if APASC should demand to see the multivariable analysis. J. Wolfskill said he felt APASC needed to trust their judgment.

B. Gage said that the only thing he would add was how many additional students now are going to need to take MATH 210.

School of Nursing and Health Studies

PHHE 455. PUBLIC HEALTH EPIDEMIOLOGY (3). Principles, concepts, and uses of public health epidemiology. Discussion and application of epidemiological approaches to studying public health problems. **PRQ: MATH 210, MATH 211, or MATH 229 with a grade of C or better and a course in college-level statistics.** **CRQ:** A course in college-level statistics.

It was moved by D. Wade, seconded by M. J. Blashack to approve bottom language (very last paragraph). Motion carried.

B. HHS Requests for Renewal of Limited Admission
   a) B.S.Ed. in Health Education
   b) B.S. in Clinical Laboratory Sciences
   c) B.S. in Health Sciences

D. Wade clarifies which programs are being talked about.

It was moved by D. Wade, seconded by L. Rigg to table item III (B) for further discussion.

C. Double Major/Double Degree

It was moved by L. Marcellus, seconded by D. Wade to table this item.

D. Changing Undergraduate Catalog Expiration from Five Years to Six Years

L. Marcellus said reentering students must use a current catalog beginning fall 2008. They will no longer be able to use expired catalogs. It was suggested to add one more year to the catalog file because many students are graduating in six years instead of five which causes a lapse in their catalog.

It was moved by D. Wade, seconded by J. Parker to approve the proposed item.
IV. NEW BUSINESS

A. Catalog Changes – Department of Allied Health and Communicative Disorders (referred by CUC)

Discussion was brought up to clarify the following language:

Other Catalog Change Page 140, 2007-08 Undergraduate Catalog

Major in Health Sciences (B.S.)

General Information

Once admitted to the health sciences major in the physical therapy program, a student must maintain a minimum GPA of at least 2.25/4.00 and must earn a grade of C or better in all program courses or be subject to dismissal from the program. Information regarding program retention is provided to students upon matriculation into the professional physical therapy program. Students must successfully complete both the undergraduate and the graduate components of the professional….

Full-time and part-time clinical experiences are an integral part of the curriculum, providing the student opportunities to apply academic knowledge, under the supervision of skilled physical therapists… The timing of these clinical experiences is dependent on available clinical sites.

AHPT-designated courses are open only to students admitted to the professional physical therapy curriculum and are current health science majors.

Requirements in School (46)

RATIONALE: Students must meet program academic standards to remain in good standing. This statement summarizes the retention policy of the program. The health science major is a competitive entry, limited admissions program. The added language clarifies who can take AHPT courses.

It was decided upon that the language was unclear whether or not a student who gets one grade of “D” will be automatically dismissed, or how the program is going to handle these instances. This item was decided upon to be tabled until the language could be clarified.
As for the catalog changes for the Major in Clinical Laboratory Sciences, the following change was presented.

**Other Catalog Change**

**Page 139, 2007-08 Undergraduate Catalog**

**General Information**

Before enrolling in AHLS 470 students must have completed all other undergraduate and program requirements for graduation. Additionally, they must have been admitted to the clinical laboratory major and all AHLS 300-level courses must have been completed with a grade of C or better. **AHLS – designated courses are open only to students admitted to the clinical laboratory curriculum and are current majors in clinical laboratory science.**

**B.S. Degree Completion for Clinical/Medical Laboratory Technicians**

**RATIONALE:** The clinical laboratory major is a competitive entry, limited admissions program. The added language clarifies who can take AHLS courses.

*It was moved by D. Wade, seconded by J. Wolfskill to table the Catalog Change for the Major in Health Sciences until the language can be clarified. The motion was passed for the catalog change for the Major in Clinical Laboratory Sciences.*

**B. Repeating a Course – Third Attempt Policy**

L. Marcellus says she is referring to page 49 of the catalog under the section Repeating a Course. She is referring to the 1st sentence on the top of page 49 that states:

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.

L. Marcellus is proposing to add the sentence, “**Final enrollment decision will be made by the department of the course.”**

L. Marcellus states that the purpose of adding this statement is to clarify who has final approval, even though a student will still have to have approval from both the College and the department.
B.Gage says that final approval rests in the hands of the department.

L.Rigg states that the current catalog language is clear, so adding that sentence will make the wording in the catalog redundant.

J.Wolfskill asks B.Gage if the staff in Registration and Records have authority to take administrative action.

B.Gage replies that while yes, they do have some authority, if it is a College Decision then they will be the ones making the decision, not R&R.

L.Marcellus replies that it will solely be an issues between the College and the Department, not R&R as it has been in the past.

B.Gage replies that over the next 12 months with all of the drastic changes it is definitely going to be a learning process.

L.Marcellus states that she will take this item back to Advising Deans and tell them that the change is not needed because the catalog wording uses “and” in the current language.

It was moved by D.Wade, seconded by J. Wolfskill to have L.Marcellus take this item back to the Advising Deans to ask what adding the language will accomplish.

V. ADJOURNMENT

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

Minutes submitted by Jennifer Obendorf.