NORTHERN ILLINOIS UNIVERSITY

ADMISSIONS POLICIES AND ACADEMIC STANDARDS COMMITTEE
(APASC)

Minutes of Meeting #166
November 10, 2010

Approved

Present: A. Radasanu (LAS); S. Arnett (HHS); J. Wolfskill (LAS/MATH); P. Hartman (EDUC/TLRN); E. Klonoski (VPA); D. Zinger (EET/TECH); M. Pritchard (Council of Adv. Deans); D. Wade (BUS/MGMT); B. Goldenberg (UCC)

Ex Officio: S. Eaton (EDUC SERV & PROG); D. Changnon (VICE PROVOST);
Students: A. Warren (HHS/Public Health); K. McCarthy (STUDENT AFFAIRS)

Absent: M. Gillis (TRANSFER CENTER); B. Lagana (ADMISSIONS); B. Hemphill (STUDENT AFFAIRS); E. Seaver (VICE PROVOST)

Students: Ashley Warren (HHS); Paula Hastings (LAS)

Visitors: L. Allison (REGISTRATION AND RECORDS); S. Warber (REGISTRATION AND RECORDS); D. Smith (CATALOG/CURRICULUM COORDINATOR)

Guests: N. Mounts (HHS); C. Stakal, V. Krishnan and P. Magnusson (COLLEGE OF BUSINESS)

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

I. ADOPTION OF THE AGENDA

It was moved by D. Wade, seconded by P. Hartman to adopt the agenda.
Motion passed.

II. ANNOUNCEMENTS

A. Approval of Minutes (10/13/10)

It was moved by D. Wade, seconded by D. Zinger to approve the minutes.
Motion carried.

B. Report from Advising Deans

M. Pritchard indicated that the advising deans had been discussing the language for Academic Integrity.
III. OLD BUSINESS

A. Academic Integrity Language

D. Wade stated that he and Mary Pritchard were appointed to an AdHoc committee dealing with the Academic Integrity Language disagreement between the UCC, Faculty Senate and APASC. He said that this would be brought back to the table next month.

M. Pritchard said instead of sending it to the College Council, it would now be handled as a grade appeal. Thus, the grade appeal process needs to be modified.

IV. NEW BUSINESS

A. Request for Limited Retention in the Proposed Minor in International Marketing

• COLLEGE OF BUSINESS, Curriculum Committee Meeting #2, September 14, 2010 – See attachment #1

A minimum of “C” or better which is the same for the rest of the College of Business is required in the following pre-admission requirements: PSYC 102, UBUS 223 or STAT 302 or 350, and ECON 261.

The minor in International Marketing is not open to students with a major or minor in Marketing.

D. Wade moved to approve the minor in International Marketing. M. Pritchard seconded. Motion carried.

B. Curricular Items Referred from CUC

• COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY, Curriculum Committee Meeting #3, 10/21/10 – See attachment #2

D. Wade stated that the College of Engineering and Engineering Technology is adding a “C” or better in MATH 155 as a pre-requisite to several of their courses.

J. Wolfskill indicated that a “C” is needed to meet core competency.

J. Wolfskill moved to approve the College of Engineering and Engineering Technology’s course revision indicating a “C” or better in MATH 155 as a pre-requisite in several Technology classes. D. Zinger seconded. Motion carried.

• COLLEGE OF HEALTH AND HUMAN SCIENCES, Curriculum Committee Meeting #4, 10/1/10 – See attachment #3

D. Wade moved to approve the new course FCNS 355. M. Pritchard seconded. Motion carried.
D. Wade stated that the ACT reading score of 24 or higher or a passing score on the Accuplacer Exam appears to be referring to an existing standard.

M. Pritchard stated that these always have been the standards. It is just now being placed in the catalog as a requirement so that students know up front the requirement.

J. Wolfskill asked if a student can re-take the Accuplacer Reading Exam if necessary.

M. Pritchard said that students could re-take this test. There is a reading course that can help them with this test. She also reiterated that any freshmen or transfer students or current NIU students would have to enter NIU with an ACT score of 24 or higher to go right into the nursing program. Otherwise, the student would have to pass the Accuplacer Reading Exam.

It was asked what the reading course was that would prepare a student to take the AccuPlacer Exam. S. Eaton indicated that it was LTRE 201.

M. Pritchard stated students that come in with a RN degree are exempt from this requirement.

M. Pritchard said students that leave NIU in good standing and come back 10 years later will have to retake some courses both in pre-requisite courses and nursing courses. Nursing courses that are more than five years old will need to be repeated. Pre-requisite courses more than seven years old will need to be repeated.

D. Wade moved to approve this new catalog language. M. Pritchard seconded. Motion carried.

D. Wade moved to approve the course revision for PHHE 489 which is a pre-requisite of “C” or better in PHHE 487. J. Wolfskill seconded. Motion carried.

Limited Admissions and Limited Retention for the Clinical Laboratory Science Major

M. Pritchard stated that the requirements were the same. The change is that now before being admitted to the program a minimum of 11 rather than 9 of the pre-requisites need to be completed or in the process of completing.

D. Wade moved to approve. J. Wolfskill seconded. Motion carried.
General Information for the Clinical Laboratory Science Major

D. Wade moved to approve the removal of redundancy in the catalog language in the general information section regarding the pre-professional program in Clinical Laboratory Sciences. J. Wolfskill seconded. Motion carried.

Other catalog change: 2010-11 Undergraduate Catalog,

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

M. Pritchard indicated that students that have completed their credentials for Clinical Technician or Medical Laboratory Technician at a community college can come to NIU to complete a baccalaureate degree.

D. Wade moved to approve this catalog change. D. Zinger seconded. Motion carried.

• COLLEGE OF LIBERAL ARTS AND SCIENCES, Curriculum Committee Meeting #4, 9/29/10 – See attachment #7

M. Pritchard moved to approve the CSCI 241 course revision adding a grade of “C” or better in the pre-requisite CSCI 240. D. Wade seconded. Motion carried.

• COLLEGE OF BUSINESS, Curriculum Committee Meeting #3, September 28, 2010 – See attachment #8

College Mission Statement – Career Compass

D. Wade indicated that the new UBUS 100 A, B, C and D workshops are now a pre-requisite to UBUS 310. This will be a new course which will be used to help the student determine which area of concentration is best for them.

J. Wolfskill suggested adding the language “satisfactory completion of UBUS 100”.

M. Pritchard moved to approve this new course. D. Wade seconded. Motion carried.

P. Hartman noticed a typo that needed to be corrected in the catalog language. The typo was “getter” rather than “better”.

Course revision: Page 73, 2010-11 Undergraduate Catalog

UBUS 310. BUSINESS CORE: LECTURE (9). … PRQ: A grade of C or getter in each of the following: ACCY 206, ACCY 207, ECON 260, ECON 261, ENGL 104 or ENGL 105, MATH 211 or MATH 229, MGMT 217, PSYC 102, OMIS 259, and UBUS 223; completion of UBUS 100: A and B and C and D²; a cumulative GPA of at least 2.75; and junior standing.
C. Adolescence Certificate Draft – Referred from CUC

D. Wade questioned why they have a GPA requirement and why it is stated as a 2.5. He stated that the “C” or better is basic competency. He questioned if the “C” or better met their needs, then why is it necessary to impose the additional GPA requirement.

N. Mounts added that the thought was this certificate was something students in education going into the middle school would want to add on. This has nothing to do with endorsements and would just be a certification. Most of programs in education require a 2.5 GPA anyway and believes that is how it became a requirement for the certification program.

D. Wade stated that APASC wants a rationale for the 2.5 GPA requirement.

J. Wolfskill asked if students getting this certificate would be going out as interns in public settings or clinicals.

N. Mounts said that students would not be going out into clinical as part of the certification program, but as part of their major.

It was stated that there was some confusion with having a requirement of “C” or better in certificate courses and a requirement of a 2.5 GPA in all certificate courses. If a student receives “C”’s in all the certificate courses, they will not have met the 2.5 GPA requirement.

D. Wade said the only reason he could see for keeping the GPA requirement would be to keep non-College of Education majors from being able to pursue the certificate since College of Education students are already required to maintain the 2.5 GPA.

N. Mounts indicated they are not trying to restrict other majors from pursuing this certificate. They just want a higher level of expertise since these students will be working in with adolescence.

M. Pritchard stated that neither of the two inter-disciplinary certificates in the undergraduate catalog have a GPA requirement. She also stated that MyNIU does not track certificates. Calculating the GPAs would have to be done manually by the department.

J. Wolfskill moved to refer this back to the program either for a rationale for the 2.5 GPA requirement or a reconsideration or revision of that requirement.

N. Mounts said that their committee had already discussed that and were willing to remove the 2.5 GPA requirement.

J. Wolfskill withdrew his motion.
M. Pritchard moved to approve the first half of the sentence “A minimum grade of C in all certificate courses is required” and refer back the second half of the sentence “GPA average of 2.50 in certificate courses is required” to the originators of the proposal. D. Wade asked to include having Dr. Changnon inform the CUC at their November 11 meeting of our approval. D. Wade seconded. Motion carried.

V. ADJOURNMENT

Minutes submitted by Lisa Allison.
MINOR in International Marketing

The minor in international marketing is available to NIU undergraduate students in good academic standing. The minor in international marketing is not open to students with a major or a minor in marketing. Admission in the international marketing minor is competitive based on the student’s overall GPA.

Students wishing to apply for the minor in international marketing must complete an application by the semester deadline; applications and deadline dates are available in the Department of Marketing. Students in the international marketing minor must receive a C or better in each of the required marketing courses and marketing electives.

Pre-Admission Requirements (9-10)
PSYC 102 - Introduction to Psychology (3)
UBUS 223 - Introduction to Business Statistics (3)
   OR STAT 301 - Elementary Statistics (4)
   OR STAT 350 - Introduction to Probability and Statistics (3)
ECON 261 - Principles of Macroeconomics (3)

Requirements (18-27)
MKTG 310 - Principles of Marketing (3)
   OR UBUS 310 - Business Core Lecture (9)
   and UBUS 311 - Business Core Application (3)
MKTG 367 - Principles of Global Marketing (3)
MKTG 467 - Global Marketing Management (3)
Two of the following (6)
   MKTG 325 - Buyer Behavior (3)
   MKTG 350 - Principles of Selling (3)
   MKTG 443 - Marketing Research (3)
One of the following (3)
   MKTG 387 - International Study in Marketing (3)
   MKTG 410 - Professional Selling and Cultural Perspectives (3)
   MKTG 415 - Global Selling Perspectives (3)
   OMIS 400 - International Study in Operations and Information Management
   INTL 301 - Study Abroad Programs (3)
   INTL 401 - Study Abroad Programs (3)

Rationale: The last several decades have seen unprecedented integration of the global economy. Foreign direct investment and international trade have grown by over 1,000% and 400%, respectively. This has had several positive benefits, such as increased access to global standards of excellence, faster diffusion of innovation, and a fusion of cultures. However, it has also posed many challenges to the domestic economy in terms of increased competitiveness, job shifts, and downward pricing pressures. Thus, to remain competitive in a global economy, there is a tremendous need to develop a globally aware and culturally sensitive student. The proposed international marketing minor will help meet these challenges.

An international marketing minor also directly addresses Standard 15 of the AACSB’s Assurance of Learning standards, including the general knowledge and skill areas of 1) the dynamics of the global economy and 2) multicultural and diversity thinking, and also the management-specific knowledge and skill in the “domestic and global economic environments of organization” category.
College of Engineering and Engineering Technology, Curriculum Committee Meeting #3, 10/21/10

Department of Technology

New Course 2010-11 Undergraduate Catalog

426. ELECTRIC SYSTEMS APPLICATIONS FOR ALTERNATIVE ENERGY (3).
Applications of electric systems to capture, store, condition, and utilize alternative energy sources. Topics include solar energy, wind energy, fuel cell and smart grid. PRQ: MATH 155 with a C or better and TECH 175 and TECH 175A, or PHYS 211.

Rationale:
This course addresses the needs to capture, store, condition and utilize alternative energy sources. This course covers the concepts, operation principles, simulation and modeling of solar, wind, and fuel cell energy harvesting techniques. The course will provide the students with concepts and theoretical background as well as applications and grid connection methodologies for alternative energy with emphasis on the electric aspect.

Department checked to avoid duplication of content:
There is no duplication of this course with other courses in this college.

Course Revision 2010-11 Undergraduate Catalog

TECH 175 - ELECTRICITY AND ELECTRONICS FUNDAMENTALS (3). Fundamentals of DC and AC circuits, network laws and theorems, passive circuit components, semiconductors, electric machines, and digital systems. PRQ: MATH 155 with a C or better and PHYS 150A or PHYS 210. CRQ: TECH 175A.

Rationale: To improve the learning process due to revisions in program.

Course Revision 2010-11 Undergraduate Catalog

TECH 265 - BASIC MANUFACTURING PROCESSES (3). Introduction to the materials, techniques, and equipment of industrial manufacturing. Emphasis on laboratory demonstration and simulation activities such as machining, welding, casting, and forming operations. PRQ: MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

Course Revision 2010-11 Undergraduate Catalog

TECH 270 - ELECTRICAL FUNDAMENTALS AND CIRCUIT ANALYSIS I (3). Introduction to circuit elements and models; Kirchhoff’s laws, Thevenin’s theorem, and Norton’s theorem; maximum power transfer; series and parallel circuits; power triangle; two-port networks; equivalent networks with direct current or sinusoidal current. PRQ: MATH 155 with a C or better and TECH 175. CRQ: TECH 270A.

Rationale: To improve the learning process due to revisions in program.
TECH 295 - MANUFACTURING COMPUTER APPLICATIONS (3). Overview of computer hardware, software, and processing concepts related to the control of manufacturing tasks. Emphasis on use of integrated software packages in the solution of a variety of manufacturing problems. Laboratory assignments in automation control, real time data sampling, and creation of user interfaces. PRQ: MATH 155 with a C or better and TECH 265.

Rationale: To improve the learning process due to revisions in program.

TECH 305 - GREEN TECHNOLOGIES (3.) Introduction to environmentally friendly engineering and technological advances and new technologies that utilize green principles and green transportation. Course includes topics in new areas of green manufacturing and materials used today and planned for the future, including the operation and manufacture of solar cells and the production of wind, thermal, and hydroelectric power. Topics will vary depending upon new trends in industry. Several on-site visits to green industries in the region. PRQ: CHEM 110 and MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

TECH 313 - Product Design and Development for Manufacturability (3). Techniques for creating and testing new and enhanced product designs for manufacturability. Development of applications based on reverse design process, mass customization, and product life cycle studies. Design, construction, and evaluation of product prototypes. PRQ: MATH 155 with a C or better, TECH 265 and TECH 311 or TECH 342.

Rationale: To improve the learning process due to revisions in program.

TECH 344. MATERIALS AND PROCESSES IN THE PLASTICS INDUSTRY (3). Laboratory demonstrations and experimentation supplemented by reading, reports, and field trips to gain a general appreciation of the materials and processes used to manufacture plastic products. Laboratory experimentation includes a wide variety of small, experimental equipment including injection molding, vacuum forming, heat laminating, thermoforming, casting, and welding. PRQ: CHEM 110 or CHEM 210, and MATH 155 with a C or better.

Rationale: To improve learning process due to revisions in program.

TECH 365 – METROLOGY (3). Precision measurement techniques including laboratory experience with optical, electronic, and mechanical comparators, light wave measuring devices, use of precision gage blocks, and surface finish analysis. PRQ: MATH 155 with a C or better and TECH 211.

Rationale: To improve the learning process due to revisions in program.
TECH 391 - INDUSTRIAL QUALITY CONTROL (3). Techniques of establishing and maintaining quality of product including statistical quality control applications. PRQ: MATH 155 with a C or better, STAT 208 or STAT 301, or consent of department.

Rationale: To improve the learning process due to revisions in program.

TECH 393 - STRUCTURE AND PROPERTIES OF MATERIALS (3). Comprehensive coverage of different classes of materials, their structure, properties, and industrial uses. PRQ: CHEM 110 and CHEM 111, or CHEM 210 and CHEM 212, and MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

TECH 395 - INDUSTRIAL DATA PROCESSING (3). Introductory course designed to acquaint the student in industry and engineering technology with the use of computers in solving engineering problems encountered in industry and engineering. Using application software, students will calculate and plot functions, solve simultaneous equations, perform least-square analysis, and solve problems showing the application of other mathematical functions. PRQ: MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

TECH 415 - APPLIED INDUSTRIAL EXPERIMENTAL ANALYSIS (3). Application of experimental methods to common problems in manufacturing, and electronics. Appropriate data analysis, design concepts, cost estimation, and presentation of results and solutions with specific emphasis on applied problems in manufacturing environments. Industrially relevant, commonly available software will be used as a problem solving tool whenever possible. PRQ: MATH 155 with a C or better and STAT 208.

Rationale: To improve the learning process due to revisions in program.

TECH 416 - HEATING, VENTILATING AND AIR CONDITIONING TECHNOLOGY (3). Applications of heating, ventilating, and air conditioning systems. Overview of heat transfer, fluids, thermodynamics, and psychometrics. Heating and cooling thermal load calculations for conditioned spaces and structures. Selection of heating and cooling components and integration into systems. Applications for residential, institutional, commercial, industrial, and manufacturing spaces. Calculation of energy savings versus costs among competing systems. Topics from an applied perspective of technology practices and responsibilities involved with conditioning various buildings and enclosed environments. PRQ: MATH 155 with a C or better, and PHYS 150A or PHYS 210.

Rationale: To improve the learning process due to revisions in program.
TECH 417. DESIGN FOR ENERGY EFFICIENCY AND GREEN MATERIALS (3). Overview of energy forms, sources, generation, devices, systems, and materials. Review of the physics of energy transformation and conservation. Energy efficiencies of components and systems from stationary and transportation sectors. Energy-efficient design in residential, commercial, industrial, and manufacturing systems. Sustainability, environmental impacts, economic and social issues, and global governmental policies. Potential of alternative energy sources. Use of eco-friendly materials to improve efficiency. Topics from an applied perspective of technology practices, management, responsibilities, and policies involved with implementing energy conservation designs. PRQ: MATH 155 with a C or better, TECH 416, TECH 484, and PHYS 150A or PHYS 210.

Rationale: This course is designed to stand alone and TECH prerequisites not needed and to improve the learning process due to revisions in program.

TECH 418 - BIO-BASED FUELS AND ALTERNATIVE ENERGY APPLICATIONS (3). Overview of bio-fuel sources, production, and applications. Review of conventional energy supplies and uses. The study of liquid and gaseous fuels derived from plant and animal matter, utilizing of biofuels for combustion, stationary power, and transportation. Study of biofuels used in conventional and alternative manners; sustainability, environmental impacts, economic and social issues, and global governmental policies. Topics from an applied perspective of technology practices, management, responsibilities, and policies involved with implementing large-scale consumption of biofuels. PRQ: MATH 155 with a C or better, and CHEM 110 or CHEM 210.

Rationale: To improve the learning process due to revisions in program.

TECH 419 - ENERGY AUDITING (3). Methods of auditing energy consumption primarily in commercial and industrial operations. Energy auditing provides a means of determining the flow of energy, both productively used and wasted in a given facility. Methods of determining energy consumption through direct measurement and through engineering estimates are covered. PRQ: MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

TECH 429 - PLANT LOCATION, LAYOUT, AND MATERIALS HANDLING (3). Analysis of plant location, layout, and material handling systems in achieving manufacturing/service goals. Different approaches to location, layout, and material handling systems are presented. PRQ: MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.
TECH 431 - INDUSTRIAL VENTILATION (3). Application of principles of industrial ventilation for the safety professional. Emphasis on the designing of ventilation to protect workers and the environment. PRQ: CHEM 110, CHEM 111, MATH 155 with a C or better, TECH 245, TECH 434, or consent of department.

**Rationale:** To improve the learning process due to revisions in program.

TECH 433 - TOXICOLOGY FOR INDUSTRY (3). Basic concepts of toxicity as it relates to chemicals used in industrial work places. Assessment of the hazards of chemicals and how to deal with them safely. PRQ: CHEM 110, CHEM 111, MATH 155 with a C or better, TECH 434, and TECH 437.

**Rationale:** To improve the learning process due to revisions in program.

TECH 437 - FUNDAMENTALS OF INDUSTRIAL HYGIENE (3). Application of principles of industrial hygiene for the safety specialist, whose role has been greatly expanded by recent federal legislation. Emphasis on stress-producing conditions including noise, ventilation, temperature, radiation, lighting, and their effect on human performance and productivity. PRQ: CHEM 110, CHEM 111, MATH 155 with a C or better, TECH 231, and TECH 434.

**Rationale:** To improve the learning process due to revisions in program.

TECH 441 - HAZARD CONTROL IN INDUSTRIAL OPERATIONS (3). Advanced study of controls for environmental, safety, and health issues. Concepts related to materials handling systems in relation to the design and use of guards and protective devices. Advanced concepts within the realm of safety analysis and applications within industrial settings. Emphasis on OSHA requirements and applications of these requirements to various industrial processes. PRQ: MATH 155 with a C or better, PHYS 150A, TECH 231 and TECH 245, or consent of department.

**Rationale:** To improve the learning process due to revisions in program.

442. WORK SIMPLIFICATION AND MEASUREMENT (3). Techniques for improving and standardizing methods; procedures for measuring work and developing time standards in production and service activities. PRQ: MATH 155 with a C or better and TECH 395.

**Rationale:** TECH 395 is being deleted from curriculum and to improve the learning process due to revisions in program.
TECH 443 - ENGINEERING ECONOMY (3). Principles used in the systematic evaluation of the net worth of benefits resulting from proposed engineering and business ventures in relation to the expenditures associated with those undertakings. PRQ: MATH 155 with a C or better.

Rationale: To improve the learning process due to revisions in program.

TECH 444 - PRODUCTION CONTROL SYSTEMS (3). Implementation and operation of manufacturing systems including facility planning, quality improvement, labor measurement, production and inventory control systems. Forecasting methods; the design and organization of quality control; quality and productivity techniques within process and job-lot environments. PRQ: MATH 155 with a C or better, TECH 265, and TECH 395; or consent of department.

Rationale: TECH 395 is being deleted from curriculum and to improve the learning process due to revisions in program.

TECH 481 - ERGONOMICS (3). Study of the basic human factors in engineering systems with emphasis on human-machine systems in relation to equipment designs and the work environment. Analyses of organization factors relevant to operators at work, including monotony, repetitive work, training, and selection. PRQ: TECH 434, MATH 155 with a C or better, PHYS 150A or PHYS 210, or consent of department.

Rationale: To improve the learning process due to revisions in program.

TECH 482 - INDUSTRIAL SAFETY ENGINEERING ANALYSIS (3). Practical theories and applications of safety engineering are studied in the industrial environment. Accident investigation and job safety analysis. PRQ: MATH 155 with a C or better, PHYS 150A or PHYS 210, TECH 231, TECH 245, TECH 434, and TECH 441, or consent of department.

Rationale: To improve the learning process due to revisions in program.

TECH 485 - RISK MANAGEMENT (3). Study of systems management procedures relating to current issues faced by industrial and commercial sectors. Emphasis on the responsibility of various levels of management, facilities, procedural controls, and human factors in the planning, initiation, and direction of risk management programs. PRQ: MATH 155 with a C or better, PHYS 150A, TECH 231, TECH 245 and TECH 434, or consent of department.

Rationale: To improve the learning process due to revisions in program.
COLLEGE OF HEALTH AND HUMAN SCIENCES, Curriculum Committee Meeting #4, 10/1/10

School of Family, Consumer, and Nutrition Sciences

New Course 2010-11 Undergrad Catalog,

CIP CODE: 19.0901

FCNS 355. MERCHANDISING MATHEMATICS (3). Application of mathematical concepts and calculations in fashion merchandising. PRQ: FCNS 152 with a grade of C or better and FCNS 258 with a grade of C or better; and MATH 210 or MATH 211 or MATH 229.

RATIONALE: Textiles, Apparel & Merchandising program requires application of mathematical concepts and calculations in fashion merchandising.

Non-duplication: Department of Mathematical Sciences and Department of Marketing have stated that this course does not duplicate any course in their respective departments.

COLLEGE OF HEALTH AND HUMAN SCIENCES, Curriculum Committee Meeting #5, 10/8/10

All University Section

Limited Admissions and Limited Retention

Other catalog change: 2010-11 Undergraduate Catalog.

Nursing Major
(School of Nursing and Health Studies)

Nursing applicants must achieve a grade of C or better in all nursing prerequisite courses. Admission is competitive and is based on a comprehensive admission profile including such factors as previous academic performance. Students will be competitively considered for admission by each category listed below. Freshmen, current NIU, and transfer applicants will be reviewed once a year for fall admission. Registered nurse students may enter the program in either the fall semester or the spring semester. Students approved for admission to the major will be notified by the tenth week end of the spring semester. Admitted students are required to obtain school advisement at orientation.

All applicants must successfully achieve a reading comprehension score in compliance with the nursing program standards: an ACT reading score of 24 or higher or a passing score on the Accuplacer Exam. Arrangements for taking the Accuplacer Reading Examination may be made through the NIU Office of Testing Services. Applicants with a baccalaureate or higher degree and registered nurse applicants are exempt from the reading score requirement.

Applicants new to the university must have submitted all application materials to the Office of Admissions by February 15. Current NIU students should submit all application materials to the nursing program by February 15.

Any applicant who has had an extended absence from postsecondary course work or who is attempting a second baccalaureate degree may petition the School of Nursing and Health Studies nursing program for special consideration in the admission review process.
To be admitted to and remain in the nursing program, students must meet academic requirements and possess the skills listed as “Essential Performance Components” in the School of Nursing and Health Studies section of this catalog.

If a previously admitted NIU nursing student is re-admitted to the nursing program, any NIU nursing courses completed five years prior to re-admission must be repeated.

**Freshmen**

Applicants with fewer than 24 post-secondary semester hours completed by the application deadline will be considered as freshmen. Admission is competitive and will be based on such factors as previous academic performance, ACT/SAT score, and high school rank. An established GPA at NIU may be a factor considered in admission decisions. Applicants new to the university must indicate interest in the nursing program on the application for admission to the university. Applications for admission must be filed at the Office of Admissions. To be considered for admission to the nursing major, freshman applicants must have submitted all application materials to NIU by February 15. Applicants currently enrolled at NIU, but who have fewer than 24 semester hours, must have all application documents submitted by February 15 to the College of Health and Human Sciences nursing program. Highly qualified freshman applicants who complete the admission processes during the fall semester may be offered early admission to the School of Nursing and Health Studies nursing program.

**Current NIU Students**

Applicants with fewer than 24 post-secondary semester hours completed by the application deadline will be considered as freshmen (see previous section). Current NIU student applicants who have earned 24 or more post secondary semester hours and who are not registered nurses will be reviewed as a separate applicant pool.

By the February 15 application deadline, current NIU students must submit an on-campus application. The applicant must satisfy the reading comprehension requirement and complete a minimum of five (or preferably more) of the prerequisite courses listed below. Admission is competitive and will be based primarily on the GPA in the prerequisite courses and secondarily on the overall GPA and the number of prerequisites completed.

Additional current NIU student applications may be considered based on space availability for fall and spring semesters.

**Transfer Students**

Applicants with fewer than 24 post-secondary semester hours completed by the application deadline will be considered as freshmen (see previous section). All Transfer and re-entering applicants to the university (whether continuing NIU students or new applicants to the university) with 24 or more post-secondary semester hours, who are not registered nurses, will be considered transfer applicants. Students into the School of Nursing and Health Studies. Transfer applicants are reviewed as a separate applicant pool.

By the February 15 application deadline, transfer applicants must have submitted all application materials to NIU. Transfer applicants must have all current transcripts at NIU, satisfy the reading comprehension requirement, and complete a minimum of five (or preferably more) of the prerequisite courses listed below. Admission is competitive and will be based primarily on the GPA in the prerequisite courses and secondarily on the overall GPA and the number of prerequisites completed. On-campus and off-campus transfer applicants are reviewed as separate applicant pools. Transfer students must have submitted all application materials to NIU by February 15 and complete a minimum of five of the following prerequisite courses by the time of application. Additional on-campus and off-campus transfer applications may be considered between March 2 and October 13, based on space availability for fall and spring semesters.

**Prerequisite Courses Used in Evaluating Applicants**
BIOS 104, General Biology (4)
BIOS 213, Introduction to Bacteriology (3),
OR BIOS 313, Microbiology (4)
BIOS 357, Human Anatomy and Physiology (5)
CHEM 110, Chemistry (3), and CHEM 111, Chemistry Laboratory (1),
OR CHEM 210, General Chemistry I (3), and CHEM 212,
General Chemistry Laboratory I (1)
ENGL 104, Rhetoric and Composition II (3),
OR ENGL 105, Rhetoric and Composition (3)
FCNS 201, Human Nutrition (3)
FCNS 280, Human Development, the Family, and Society (3),
OR PSYC 225, Lifespan Development: Childhood through
Adulthood (3)
PSYC 102, Introduction to Psychology (3)
STAT 208, Basic Statistics (3),
OR STAT 301, Elementary Statistics (4)

The following prerequisite courses must be completed within seven years of admission to the
nursing program: BIOS 213 or BIOS 313; and BIOS 357.
All applicants must submit an official copy of ACT Test Scores or take the Accuplacer Reading
Examination. Arrangements for taking the Accuplacer Reading Examination may be made
through the NIU Office of Testing Services. Applicants with a baccalaureate or higher degree are
exempt from the reading score requirement.

Applicants new to the university must have submitted all application materials to the Office of
Admissions by February 15. Continuing NIU students should submit all application materials to
the College of Health and Human Sciences by February 15.
Since most transfer students may not have completed all prerequisite course requirements at the
time of application, enrollment in nursing courses will be contingent upon the successful
completion of all prerequisites. One exception may be granted; if necessary, students may
schedule concurrent enrollment of either the nutrition course or the statistics course with their
first semester nursing courses.

Transfer Students from Other Nursing Programs

A student transferring from a another nursing program to the School of Nursing and Health
Studies-NIU's baccalaureate nursing program is required to request an official transcript from the
program as well as a letter of reference and a statement from the head of the nursing program
stating that the student is in good standing within the nursing program. The student must also and
request a letter of reference from a faculty member teaching in the student’s most recently
completed semester. An admissions decision will be based on review of these documents. These
materials are to be mailed directly to the nursing program School of Nursing and Health Studies
from the originating institution.

Registered Nurses

R.N. students will be considered for admission as soon as the NIU application process is
complete.

Admission requirements are

graduation from an accredited school of nursing;
admission to NIU as a regular degree-seeking student;
licensure to practice nursing in the state of Illinois;
employment in nursing within the past five years or provide
evidence of a refresher course;
GPA from a college or university consistent with the
standards required by the NIU nursing program School of Nursing;
completion of a goal and expectancy statement; and
two letters of recommendation, one from a previous faculty
member and one from a nursing supervisor.³

Registered nurses are restricted to completion of no more than 6 semester hours of NIU nursing
courses prior to admission to the School of Nursing and Health Studies nursing program.
Applicants new to the university should submit an application through the Office of Admissions
and continuing NIU students should submit an application to the nursing program School of
Nursing and Health Studies at the office of the College of Health and Human Sciences.

RATIONALE:

This section was revised and reorganized to clarify the process and remove redundancy. The
category of “Current NIU Students” was added to differentiate between current NIU students and
transfer students from other schools. The timing of admission notifications was clarified.

The wording “School of Nursing and Health Studies” was changed to “nursing program” because
only students in the nursing program are affected by the requirements and documentation is
submitted directly to the nursing program.

Content in nursing courses becomes obsolete after five years and the content should be repeated.
The content in the identified prerequisite courses becomes obsolete after seven years. It is
essential that students enter the program with current knowledge in these content areas.

Adding a heading regarding Prerequisite Courses clarifies which courses are assessed during the
admission process.

Adding the word “Other” to the section heading on Transfer Students from Other Nursing
Programs and changes in wording within that section, clarify the requirements for those applicants.

All students who are licensed to practice nursing will have graduated from a nursing program.
Many associate degree nursing programs, approved by the state, do not hold national
accreditation.
COLLEGE OF HEALTH AND HUMAN SCIENCES, Curriculum Committee Meeting #6, 10/15/10

Course Revision 2010-11 Undergraduate Catalog

PHHE 489. Practicum in Public Health (1-6). Assignments in a health agency under the supervision of an experienced public health professional. Can be repeated up to 6 semester hours. S/U grading. PRQ: PHHE 487 with a grade of C or better and consent of school.

RATIONALE: PHHE is the capstone project in this open admissions major. Student who are not adequately prepared for the practicum can make judgment errors that are seriously detrimental to themselves, the people they are working with, and the site in which they are working. The addition of a grade standard in the course preceding the practicum will better assure student preparation for this experience.
Limited Admissions and Limited Retention

Clinical Laboratory Sciences Major

(School of Allied Health and Communicative Disorders)

To be considered for admission to the clinical laboratory sciences major, students must be admitted to NIU and have completed or be in the process of completing a minimum of nine of the prerequisite courses listed below. Admission is competitive and will be based primarily on the GPA in the prerequisite courses and secondarily on the overall GPA. Letters of recommendation and the personal goal statement are important considerations in the application decision. Transfer students are encouraged to contact a program adviser before enrolling to determine whether prior course work satisfies prerequisites. All For applicants with prerequisite courses in progress, admission is provisional with the expectation that students selected for admission must have completed all of the following prerequisite courses with a minimum GPA of 2.50 on a 4.00 scale.

AHCD 318, Medical Terminology (3)
BIOS 208, Fundamentals of Biology I (3), and BIOS 210, Fundamentals of Biology I Laboratory (1)

All students who meet the above requirements will be required to submit a completed clinical laboratory sciences program application; provide a brief written goal statement and explanation of explaining why the clinical laboratory sciences major was chosen; and provide two letters of recommendation from science and/or clinical laboratory sciences faculty instructors or healthcare supervisors who are familiar with the applicant’s classroom and/or laboratory abilities.

Students currently enrolled at NIU and transfer students interested in the CLS major may access must contact the clinical laboratory sciences program office for application materials on the website; http://www.chhs.niu.edu/cls/. Applicants must submit the required materials by March 1. Notification of clinical laboratory sciences program admission status will be made by April 1. Additional applications may be considered between March 2 and before June 15 based upon space availability.

RATIONALE: AHCD 318 is no longer a prerequisite to this course. Changes reflect clarification of the application process and access via the web.
professional program. The pre-professional program is a two- to three-year course of study providing prerequisites in the humanities, social sciences, and physical sciences. It is recommended that interested students contact a program adviser.

Pre-professional Courses (34-35)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHCD 318</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>BIOS 208</td>
<td>Fundamentals of Biology I</td>
<td>3</td>
</tr>
<tr>
<td>BIOS 209</td>
<td>Fundamentals of Biology II</td>
<td>3</td>
</tr>
<tr>
<td>BIOS 210</td>
<td>Fundamentals of Biology II Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>BIOS 213</td>
<td>Introductory Bacteriology</td>
<td>3</td>
</tr>
<tr>
<td>BIOS 313</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOS 357</td>
<td>Human Anatomy and Physiology</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 210</td>
<td>General Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 211</td>
<td>General Chemistry II</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 212</td>
<td>General Chemistry Laboratory I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 213</td>
<td>General Chemistry II Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHEM 230</td>
<td>Introductory Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 231</td>
<td>Introductory Organic Chemistry Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>STAT 208</td>
<td>Basic Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

Admission

Both admission criteria and procedures are described in the “Admission” section of this catalog and apply to all students interested in clinical laboratory sciences.

General Information

Admission to the majors in clinical laboratory sciences is limited. See “Limited Admissions and Limited Retention Requirements” in the front part of this catalog.

The clinical laboratory sciences program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences. To become certified as a Medical Laboratory Scientist (MLS), the graduate of the program must be examined for professional competence by the Board of Certification. Completion of the examination, however, is not a prerequisite for the B.S. degree.

Once admitted into the clinical laboratory sciences program, a student must maintain a grade of C or better in required courses in the school or be subject to dismissal from the program.

In addition to the usual costs for a university student, Clinical placements at affiliated hospitals require the student to provide and incur cost for the following: the student will be responsible for:

- student liability insurance
- cardiopulmonary resuscitation (CPR) certification
- drug screen
- blood titers for hepatitis B, Rubella, Rubeola, Mumps, Varicella zoster
- completion of a 3-dose series of Hepatitis B immunization unless proof of immunization is provided. The series should begin as soon as the new transfer student is accepted into the clinical laboratory sciences major or before students at NIU enroll in AHLS 211, Introduction to the Clinical Laboratory Sciences
- transportation to and room and board for the clinical courses
Before enrolling in AHLS 470 students must have completed all other university and program requirements for graduation. Additionally, they must have been admitted to the clinical laboratory sciences major and all AHLS 300-level courses must have been completed with a grade of C or better. AHLS 300 and 400 level designated courses are open only to students admitted to the clinical laboratory curriculum sciences program and are current majors in clinical laboratory science.

RATIONALE: Remove redundancy. Pre-Professional program requirements are listed in the limited admission section of the catalog. Changes reflect the updating and clarification of program requirements.

Other catalog change: 2010-11 Undergraduate Catalog.

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

Clinical or medical laboratory technicians with an associate’s degree and appropriate certification as granted by either the Board of Certification or equivalent National Credentialing Agency or the American Society for Clinical Pathology, and a minimum of two years of experience working full-time as a CLT/MLT, must demonstrate the competencies required of all preclinical laboratory sciences majors. However, once formally admitted into the major and upon successful students must complete the following courses ion, with a grade of C or better, of the didactic components of AHCD 440 or AHLS 446, AHLS 301, AHLS 302, AHLS 303, AHLS 308, AHLS 311, AHLS 312, AHLS 336, AHLS 337, AHLS 344, AHLS 448, PHHE 467, and AHLS 446 or HHHS 450, AHLS 448 or UHHS 460, and 14 semester hours of AHLS 470. these students will receive 26 semester hours of proficiency credit. Upon successful completion of these courses, the degree completion student may be awarded up to 16 semester hours of proficiency credit. Students in this program are exempt from the 30 semester hour university graduation residence requirement.

Individuals who are certified as clinical laboratory technicians and who desire to complete the requirements for the B.S. in clinical laboratory sciences are advised to contact the program coordinator for specific information.

RATIONALE:

Change reflects the merging of credentialing agencies to become Board of Certification. Added courses reflect current program requirements. Degree completion students have lab experience from time working as a CLT/MLT; deleted courses represent lab experience courses that are not required.
241. INTERMEDIATE PROGRAMMING (4). A second course in programming techniques with emphasis on design and implementation of data structures applied to large-scale projects. Topics include static and dynamic implementation of linear and nonlinear data structures, recursion, searching and sorting algorithms, and algorithmic complexity analysis. PRQ: CSCI 240 with a grade of C or better, or consent of department.

Rationale: Students who receive a “D” in CSCI 240 are not well prepared for success in CSCI 241.
COLLEGE OF BUSINESS, Curriculum Committee Meeting #3, September 28, 2010

New course:
Page 73, 2010-11 Undergraduate Catalog

CIP: 52.99

UBUS 100. CAREER COMPASS (0). Career Compass is a career exploration program for freshmen and sophomores who have indicated a desire to pursue a major in the College of Business. Based on an assessment of a student’s interests, abilities, and motivators, Career Compass will provide four workshops that will inform and guide students toward a specific business major and ultimately a career that is the best fit.
A. Kick-Off
B. Who Am I
C. My Major
D. My Career
These four workshops must be completed before enrolling in UBUS 310. This course is optional for transfer students with 45 or more credit hours. S/U grading.

Course revision:
Page 73, 2010-11 Undergraduate Catalog

UBUS 310. BUSINESS CORE: LECTURE (9). … PRQ: A grade of C or getter in each of the following: ACCY 206, ACCY 207, ECON 260, ECON 261, ENGL 104 or ENGL 105, MATH 211 or MATH 229, MGMT 217, PSYC 102, OMIS 259, and UBUS 223; completion of UBUS 100: A and B and C and D 1; a cumulative GPA of at least 2.75; and junior standing.

Footnote: 1This course is optional for transfer students with 45 or more credit hours.

Other catalog change:
Page 71, 2010-11 Undergraduate Catalog

College Mission Statement

Career Compass
Career Compass is a non-credit program required of all incoming freshmen who are pursuing a major in business or who intend to pursue a major in business. During the freshman and sophomore years, students will complete an assessment of their interests, abilities, and motivators, and based on this assessment, the program will help students select a specific business major and ultimately a successful career that best matches their personal characteristics. Students will also be provided an introduction to internship and job search skills during the sophomore year.

Limited Retention Requirements
All business majors must complete UBUS 310 and OMIS 351 1 in the first semester in which they enroll in 300- or 400-level business courses. Prerequisites for UBUS 310 are: a grade of C or better in each of the 100- and 200-level courses in the Business Core; having completed UBUS 100: A, B, C, and D 2; having a 2.75 or better cumulative GPA; and having junior standing. To continue as a business major, students must earn a C or better in UBUS 310. UBUS 311 must be completed no later than the semester or term immediately following completion of UBUS 310. Additional retention requirements for each major can be found under Department Requirements.
Additional Requirements

100- and 200-Level Courses

OMIS 259 – Introduction to Business Information Systems (3)
UBUS 100\[2\] – Career Compass: A, B, C, and D (0)
UBUS 223 – Introduction to Business Statistics (3)

Footnote: \[2\]This course is optional for transfer students with 45 or more credit hours.

Rationale: Students, many times, select majors for the wrong reasons and ultimately are not totally successful or fully satisfied with their academic career. These results often cause students to pursue careers in fields related to their major with less than full commitment and motivation. Career Compass will help students think strategically about selecting a business major and a career based on information and evidence that suggests majors and careers in which they will be satisfied and successful.