I. ADOPTION OF THE AGENDA

S. Marsh made a motion to adopt the agenda, seconded by P. Braun. **Motion passed unanimously.**

II. ANNOUNCEMENTS

A. UNDERGRADUATE CURRICULUM RESTRUCTURING UPDATE

Birberick talked about the history of the discussions that have occurred regarding the undergraduate curriculum process. These conversations began about three years ago. Many on campus voiced concerns about the complexity of the undergraduate curriculum process and asked if anything could be done to streamline the process. A diagram of the current curricular structure and the proposed structure was shown to the committee. Birberick indicated that the Academic Policy subcommittee of the University Council had been working on this; the model has been shared with the Curricular Deans as well as Faculty Senate.
Birberick explained that the proposed model calls for the creation of the Baccalaureate Curriculum Council (BCC) which will incorporate the duties of APASC and CUC. Birberick said that currently CUC is composed of representatives from all colleges. They handle review of new courses and programs as well as reviewing other curricular changes submitted that may have an impact outside of the department/college that is proposing the change (i.e., duplication, etc.). CUC also serves as the curriculum committee for programs that don’t have a College (i.e., UNIV 101, Center for Black Studies, and International programs). Birberick explained that combining the CUC and APASC will remove a step in the current curricular process and will allow curricular matters to flow through the process more quickly cutting between 8-12 weeks off the entire approval process.

Next Birberick explained the composition of the proposed BCC. She stated the faculty representation would parallel what the Undergraduate Coordinating Council (UCC) currently has. The student representation for the BCC will also mimic the UCC student representation. Birberick said the Ex-Officio members of APASC would also be part of the BCC. Myles questioned whether the Advising Dean representative would be a voting member like they are on APASC and Birberick indicated they would go to an Ex-Officio, non voting status on the proposed BCC. Birberick said the change is because APASC was about policy not curriculum. Wolfskill asked if there would have to be a vote to change the Constitution and Bylaws. Birberick indicated that the procedures laid out by the University Council have been followed regarding the restructuring. The matter will be up for vote at the April 29th University Council meeting. Birberick mentioned that when the issue was brought up at the UCC – Bill Pitney explained there was precedence for committee consolidation/reorganization. There was a brief discussion of how often the BCC would meet as well as other details of how the committee would operate as well as membership.

In addition to the curricular committee consolidation, Birberick spoke about the merging of two non-curricular committees, the Committee on the Undergraduate Academic Environment (CUAE) and the Committee on the Improvement of Undergraduate Education (CIUE). The proposed name of that committee will be CIUAE and will maintain the same functions as they currently have but report directly to the University Council since they have no impact on curriculum.

III. OLD BUSINESS

None

IV. NEW BUSINESS

A. Normal Time for Completion of Academic Program

Birberick gave a brief explanation of the proposed catalog language. It stems from a change to a Department of Education requirement that requires all schools to report and publish in writing the normal length of time for degree completion in years, months or
weeks. It is important for the university to comply in order to maintain Title IV status. Title IV allows our participation in federal subsidized student loans.

**Normal Time for Completion of Academic Program**

Typically, the normal time to complete an NIU bachelor’s degree is four years for full-time students who are continuously enrolled in an average of 15 credit hours each semester. For some majors, students will need to enroll in summer courses or more than 15 credit hours per semester to complete the degree in four years. Students are encouraged to work with their academic advisers to develop a completion plan.

A motion was made by J. Wolfskill, seconded by J. Umoren to accept the above language. **Motion unanimously passed.**

V. ADJOURNMENT

A motion to adjourn @ 3:45 p.m. was made by M. Myles, seconded by P. Braun. **Motion passed unanimously.**

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant
Office of the Provost