The meeting was called to order by Vice Provost Anne Birberick.

I. Adoption of Agenda. Marsh made a motion, seconded by Truckenbrod, to APPROVE THE AGENDA FOR THE NOVEMBER 10, 2016, BACCALAUREATE COUNCIL MEETING. Motion passed unanimously.

II. Approval of Minutes. The minutes from the October 13, 2016, Baccalaureate Council meeting were approved electronically.

III. Announcements.
   a. Section D attachment, catalog changes approved by another undergraduate curriculum committee. Smith reported that this document shows courses the GEC has recently approved for general education credit.
   b. Reminder, two meetings scheduled December 8 and December 15. Birberick asked BC members to be sure they have these meetings on their calendars.
   c. Birberick talked about how she has heard from Council members who felt that there wasn’t enough discussion on the Human Diversity Requirement prior to the approval at the last meeting. She said that when there is a large initiative such as the Human Diversity Requirement, Writing Infused course requirement, or PLUS, there is a wide effort to inform the campus community on such initiatives. Presentations are made to groups such as Faculty Senate, college senates, college curriculum committees, student groups, and open forums. It is up to representatives on those bodies to disseminate information to their colleagues. If anyone feels like they weren’t aware of the Human Diversity Requirement or other initiatives, it is important to make sure their representatives and chairs are communicating with them. She added that it wasn’t anyone’s intention to surprise BC members with the Human Diversity Requirement proposal. Also, Birberick asked that BC members be sure to communicate with their colleges what they learn and approve at BC meetings.

IV. Consent Agenda.
   a. College minutes with no undergraduate curricular items
      i. College of Health and Human Sciences #5
   b. College minutes with undergraduate curricular items
      i. College of Business #5
ii. College of Education #2
iii. College of Engineering and Engineering Technology #2 (pending BOT approval)
iv. College of Engineering and Engineering Technology #3
v. College of Engineering and Engineering Technology #6 (pages 1-3)
vi. College of Health and Human Sciences #6 (pages 14-17)

vii. College of Liberal Arts and Sciences #3 (pending GEC and Pres. Baker approvals)
viii. College of Liberal Arts and Sciences #5 (pending GEC approval)
ix. College of Liberal Arts and Sciences #6 (pending GEC, Pres. Baker, and BOT approvals)
x. College of Liberal Arts and Sciences #7 (pending GEC, Pres. Baker, and BOT approvals)

xi. College of Liberal Arts and Sciences #8 (pending GEC approval)
c. Other Items
i. CIUAE minutes Sept 12, 2016
ii. Honors minutes Sept 2, 2016
iii. GEC minutes Oct 20, 2016

Birberick reminded the BC that the planning group met and went through everything listed here on the consent agenda and determined there was nothing controversial that needed to be discussed. Johns made a motion, seconded by Atkins, TO APPROVE ALL THE ITEMS IN THE CONSENT AGENDA. Motion passed unanimously.

V. College Minutes for Discussion.

a. College of Business #3. Marsh made a motion, seconded by Umoren, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF BUSINESS #3 (9/27/16). New course MGMT 440 was noted; the course includes C or better language. Marsh explained that the BC will later see in other CBUS minutes that the college is splitting up its 9-credit-hour course. Students needed to earn a C or better in that course, therefore the courses that are being proposed to replace that 9-credit-hour course also have the C or better requirement. She added that MGMT 440 aligns with other 400-level courses in the department. Motion passed unanimously.

b. College of Business #4. Marsh made a motion, seconded by Truckenbrod, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF BUSINESS #4 (10/11/16). Marsh explained that all College of Business students have to take 10 tool courses and certain business courses. Because that large course was a gateway course to all the other majors, that’s why there are so many other changes related to the breaking up of UBUS 310. Birberick said that this change is a good thing for students; it gives them more flexibility. If students couldn’t successfully complete the 9-credit-hour course, it had very unfortunate consequences. With this proposal, students can work through the same content by taking several courses. Aase confirmed that the inflexibility that came with a 9-credit-hour course was a detriment to student success and progress toward degree completion. Motion passed unanimously.

c. College of Education #3. Strid made a motion, seconded by Hunt, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #3 (10/4/16). Birberick pointed out the item in question has to do with emphasis 2 and it looks pretty straight forward. They are taking one class out and inserting another one. Strid added
that the change is related to changes in the field. **Motion passed unanimously.**

d. **College of Education #4.** Hunt made a motion, seconded by Strid, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #4 (10/18/16) PENDING PRES. BAKER APPROVAL. Birberick pointed out the change to KNPE 494, which involves a change to a minimum GPA and a grade of C or better in a number of KNPE courses in the prerequisite. Johns asked if this would affect any current students and the response was that it would not. Marsh asked if this course is required in the program and Smith said it is required in both the kinesiology and athletic training majors. Discussion followed regarding why the department has chosen the grade of C to determine mastery of these courses. Marsh said that in the past, APASC would ask for appropriate data as to why they arrived at the grade requirement. Council members also discussed implications of the change in GPA and how many students will this affect. Strid replied that there was a need to improve the GPA to get the most qualified students. There were questions regarding how the department decided on this specific GPA requirement and concerns were expressed that KNPE 494 is taken in a student’s last semester and what happens to the students who cannot enroll due to a lower GPA. Byrd added that prerequisites don’t follow students’ catalog year; they follow the course’s catalog year. Birberick pointed out other curricular changes in these minutes; the college is proposing a reorganization. They are renaming the Department of Literacy and Elementary Education to the Department of Curriculum and Instruction and are moving programs from one department to another. Marsh asked about a course that has “approval of the workshop director” in the prerequisite. Smith said this is already a course on the books. These are not new courses; they are just being moved to a different department. It was noted that Pres. Baker approves the department name change. **Motion passed unanimously.**

e. **College of Education #5.** Truckenbrod made a motion, seconded by Strid, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #5 (10/25/16). In these minutes they’re showing the removal of the School of Family, Consumer and Nutrition Sciences’ (FCNS) portion of the early childhood studies major. The School of FCNS will no longer be offering the program. **Motion passed unanimously.**

f. **College of Engineering and Engineering Technology #4.** Johns made a motion, seconded by Atkins, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #4 (10/7/16). Birberick noted the new course TECH 468, which has a C or better requirement for MATH 155. Johns asked if there is no other rationale for why a C or better other than it makes a better student. A discussion followed. Smith reported that MATH 155 with a C or better is a department requirement. **Motion passed unanimously.**

g. **College of Engineering and Engineering Technology #5.** Hunt made a motion, seconded by Umorden, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #5 (10/14/16). New certificates of undergraduate studies in Energy Management and Facilities Management were noted. The department did check with the College of Business on nonduplication and received approval. Council members discussed the limited enrollment statement on page 2 and asked on what basis are they limiting the enrollment to their certificates. The department should state why
and how they are limiting enrollment. Marsh proposed these minutes be tabled to get an explanation on this language. In addition, they have language that excludes one of their majors from enrolling in one of their new certificate and the BC wanted clarification on that as well.

h. College of Engineering and Engineering Technology #6. Strid made a motion, seconded by Umoren, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #6 (10/21/16). It was noted that the college attempted to get verification of nonduplication from other departments and did not get replies in a timely manner. Motion passed unanimously.

i. College of Health and Human Sciences #7. Birberick asked if the HHS reps could give an overview of what they are trying to accomplish to help guide the BC through their minutes. Umoren said that the College of Health and Human Sciences is reorganizing into four schools, which was supported by Program Prioritization. One of the new schools is the School of Health Studies and programs were moved to that school. This was done because one of the college’s accrediting bodies said that the nursing program needed to be on its own. [Note: These changes in schools were approved last academic year.] Umoren explained where other programs were moving from and to. Johns added that for the College of Health and Human Sciences, a school is the equivalent of a department. Umoren made a motion, seconded by Estes, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #7 (10/7/16). The main change in these minutes is the change of the Bachelor of General Studies (BGS) in HHS. As part of Program Prioritization, it was suggested to colleges that they eliminate their BGS degrees. The College of Health and Human Sciences decided to revise their BGS degree and move it to the School of Allied Health and Communicative Disorders. The BGS content will now be offered through two new emphases in the major in health sciences. Marsh asked if students in the program with an applied associate’s degree would have to meet general education requirements. It was confirmed that they do need to fulfill general education requirements. Council members agreed that they need to state that. Smith will add language to the catalog that students will need to complete all requirements for graduation. Marsh then asked about the “degree completion” language this college uses and aren’t all the degrees at NIU degree completion degrees. Birberick responded that yes, all our degrees are degree completion in the sense that we want our students to complete a degree and graduate, but this specific language isn’t unusual for this college given the nature of certain programs. Marsh also noted that the degree completion program needs to be added to the Limited Retention section of catalog. Johnson asked how these changes would affect students already in the program and the response was that it would not affect those students. Council members discussed language on page 13 that talks about credentials in a field that an applicant is attempting to work in. They weren’t clear was this meant, so the college will be asked to revise the sentence. Marsh asked what is meant by learning experiences. Birberick replied that this has been discussed a number of times in past years and it really is up to the college to define that per the APPM. Changes to the major in fashion merchandising were noted. Birberick asked if the school had considered the impact the increase in required hours would have on students and can students still complete the program in four years. Umoren replied that she was sure they considered this; the program is very conscious about time for degree completion. It was then pointed out that the programs that were shown as deleted in CHHS #12 (see old business) are now being shown as moved to a new school. Umoren and Estes amended their motion to APPROVE ALL
UNDERGRADUATE CURRICULAR CHANGES WITH THE EXCEPTION OF
CHANGES RELATED TO THE BGS DEGREE AND NEW EMPHASES PROPOSALS.
Motion passed unanimously as amended.

j. College of Health and Human Sciences #8. Hunt made a motion, seconded by Marsh, TO
APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH
AND HUMAN SCIENCES #8 (10/14/16). Birberick pointed out the change on page 5 where
they are revising SAT language. Motion passed unanimously.

k. College of Health and Human Sciences #9. These minutes were not discussed due to time
constraints.

l. College of Liberal Arts and Sciences #4. Estes made a motion, seconded by Braun, TO
APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF
LIBERAL ARTS AND SCIENCES #4 (9/21/16). In these minutes, they are proposing an
emphasis in Financial Economics for the major in economics
and they received approval from the Department of Finance. It was noted that the new emphasis is for a B.S. only. Motion
passed unanimously.

m. College of Visual and Performing Arts #1. Braun made a motion, seconded by Marsh, TO
APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF VISUAL
AND PERFORMING ARTS #1 (10/6/16) PENDING GEC APPROVAL. New course IVPA
400 was noted and the nonduplication statement was discussed. Jaffee explained this course
provides students a specific art experience. It was pointed out that new course proposals need to
have better nonduplication statements than there is no conflict in the catalog. The College of VP&A was asked to provide better statements moving forward. The major curriculum changes
in these minutes is the change in hours for studio courses from 4 to 3. These courses used to
have 3 hours, but this was changed several years ago to address the fact that students are in
class for six hours a week. Jaffee explained, however, that after having had these courses at 4
hours for several years, they realized students were moving too quickly through the program
without getting enough of the developmental experiences they needed. Also, going back to 3
hours better aligns with their accrediting body. Birberick explained that the BC executive
committee asked the School of Art and Design to address the impact on students; how will
they be assisting students already in the program; Jaffee replied that the B.A./B.S. degree in
Art is an option if students are unable to complete the B.F.A. Other impact on students could
be adverse effect on GPA as well as what happens if students need to repeat one of these
courses that was previously 4 hours but is now 3 hours. Birberick said there are two parts of
this proposal to consider: the faculty perspective of wanting students to get the best
preparation for their chosen fields and the unintended consequences of changing the credit
hours for the courses and the requirements for the degree. Discussion followed regarding the
number of students who are in the program who may be impacted by the change, whether
students have had any input on the curricular revisions, and what might be other impact on
students. Jaffee said that she was not sure if there was student feedback. They do not have a
student advisory committee nor are there students on their curriculum committee. Johnson said
that students really should have been informed or consulted because they need to know how
many hours are required of them so they can better plan extracurricular activities. Birberick
said that as vice provost she would prefer to know that the School of Art and Design has
thoroughly prepared a plan on how they intend to handle the different issues that could come up with this course credit change, e.g., impact on GPA and repeats as well as impact on non-studio majors such as art education students. Truckenbrod said he would personally like to see some student input from the college, especially from the lower classmen who were planning out the next two years or so and who may need to change those plans if this gets approved. Birberick suggested that the school also work with Registration and Records since they are good at thinking about all the little things that may not have been considered. Jaffee asked about a deadline. Birberick replied that there are two meetings in December and if this is considered in December it will still make it in the next catalog (17-18). Atkins asked how this change would affect tuition and Birberick replied that it shouldn’t have a big effect since tuition doesn’t increase after a certain number of hours are enrolled in. Birberick pointed out a few other changes proposed in these minutes, such as new music and theatre arts courses. Marsh asked about the 3 credit requirement for a course in music and Parks explained that it’s a practicum and students repeat it to earn the 3 credits. Aase made a motion, seconded by Johns, TO TABLE CVPA #1 AND REVISIT AT THE NEXT MEETING. Motion to table passed with three abstentions.

VI. Unfinished Business.

a. College of Health and Human Sciences #12 (AY 15-16). These minutes were tabled pending the rest of the reorganization language. Council members have now seen in CHHS #7 where those programs are being moved. Atkins made a motion, seconded by Hunt, TO APPROVE THE UNDERGRADUATE CURRICULUM CHANGES IN CHHS #12 (AY 15-16) (4/15/16). Motion passed unanimously.

VII. New Business

a. APPM revision re: non-duplication. This item stays tabled due to time constraints.
b. STAMP catalog language. There was no catalog language for the BC to consider at this meeting.

VIII. Informational Item.

a. Minor in Black Studies revision. Birberick gave the BC a heads-up that the program will be bringing some revisions to the BC for the next meeting. She explained that since the Minor in Black Studies is an interdisciplinary program that is not housed with any of the colleges, the BC is the curriculum committee for this program.

Truckenbrod made a motion, seconded by Braun, to ADJOURN. The meeting adjourned at 2:55 p.m.

The next meeting of the Baccalaureate Council is December 8, 2016.

Respectfully submitted,

Donna M. Smith