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

I. Adoption of Agenda. Johns made a motion, seconded by Umoren, to APPROVE THE AGENDA FOR THE DECEMBER 8, 2016, BACCALAUREATE COUNCIL MEETING. Birberick said that, due to guests, two items should be moved to after the consent agenda: Unfinished Business VPA #1 and New Business Honors Faculty Status. Motion passed unanimously as amended.

II. Approval of Minutes. The minutes from the November 10, 2016, Baccalaureate Council meeting still need to be approved (a majority of members did not respond via e-mail). Strid made a motion, seconded by Hunt, TO APPROVE THE MINUTES FROM THE NOVEMBER 10, 2016, BACCALAUREATE COUNCIL MEETING. Jaffee asked if these would include the changes that were made via e-mail correspondence and Smith replied that they would. Motion passed unanimously.

III. Announcements.
   a. Reminder, there could be a meeting next Thursday, December 15. Birberick asked BC members to be sure they have this meeting on their calendars in the event that a meeting next week is necessary.
   b. Section D attachment, catalog changes approved by another undergraduate curriculum committee. Birberick reported that this document shows courses the GEC has recently approved for general education credit.

IV. Consent Agenda.
   a. College minutes with no undergraduate curricular items
      i. None
   b. College minutes with undergraduate curricular items
      i. College of Engineering and Engineering Technology #7
      ii. College of Health and Human Sciences #11
      iii. College of Health and Human Sciences #12
      iv. College of Visual and Performing Arts #2 (pending GEC approval)
      v. College of Visual and Performing Arts #1 addendum (pending BOT approval)
   c. Other Items
      i. GEC minutes from November 17, 2016
Birberick noted that these are items the Baccalaureate Council Executive Committee felt needed no additional discussion. Marsh made a motion, seconded by Truckenbrod, TO APPROVE ALL THE ITEMS IN THE CONSENT AGENDA. Motion passed unanimously.

V. College Minutes for Discussion.

a. College of Education #6. Strid made a motion, seconded by Gorman, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #6 (11/8/16). Included in these minutes are new courses plus some changes that need to be discussed. Birberick provided background regarding the changes to the B.S. in Applied Management (BSAM). The college is making a change under the larger rubric of the BSAM, but it’s a different version than has been in past catalogs. It’s organized in a different way. Birberick added that the BSAM has a long history and is currently housed in the Office of the Provost. However, the program needs to move in a different direction and out of the Office of the Provost. The College of Liberal Arts and Sciences is putting a proposal forward too. There is now a BSAM advisory board and they have met and discussed how they want the program to look. The plan is to use the BSAM as an overarching model for both the College of Education and the College of Liberal Arts and Sciences. Eventually they will transition to their own degree programs and then the BSAM will be phased out. Marsh asked if “applied management” would be in the title for the degrees for both colleges and is it the same major. Birberick replied that the programs have different courses and they are just using the BSAM as overarching structure. She added that the goal is to transition from the BSAM to stand-alone programs and will only use the BSAM title until that program is phased out entirely. Marsh asked if they will still have the same title when the program is phased out and Birberick said that is part of the future discussion. Birberick also said that if the transition can be done as proposed, the program would not have to go on hiatus. Towell said that on behalf of the College of Business, they are supportive of the fact that the majority of the business courses have been removed from the program. She then expressed concern that “management” is still in the title and said that any marketing for the BSAM programs should make it clear that it is not a business/management degree. Birberick assured her this would be part of the communication. Johns asked Birberick to further explain what the BSAM is for the benefit of any BC members who may be unfamiliar with the program. Birberick said that it’s a degree completion program for students who are seeking a degree but may have credits from elsewhere. Towell added that the students are coming to the program with A.A.S. degrees. They are individuals such as first responders who need four-year degrees to advance in their fields. Johns asked how it ended up in those colleges and Birberick responded that it’s because those are the two colleges who have interest in the program. Also in these minutes are a GPA change in KNPE 494 and catalog language encouraging students to take honors courses. Motion passed unanimously.

b. College of Health and Human Sciences #9. Umoren made a motion, seconded by Braun, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #9 (10/21/16). Umoren gave an overview. The college has formed a new school Interdisciplinary Health Professions. The pre-physical therapy and pre-nursing students will be housed in this school. This is because there are large numbers of students who want to be in these programs, but only a limited number can be admitted. By having this new school, students who don’t get admitted to physical therapy and nursing can stay and continue
in the School of Interdisciplinary Health Professions. The colleges want to be sure they retain those students who aren’t admitted to those limited admissions programs. Umoren also noted changes in the School of Family, Consumer, and Nutrition Sciences; there is a name change. There are also quite a few changes to course designators. Jaffee asked if pre-nursing is an official term and the HHS representatives confirmed that it is because they are limited admissions programs. It was asked if students who aren’t in one of the “pre” programs could be in this new school and it was confirmed that they could be. It was also clarified that freshmen could enter the School of Nursing, but they would need to meet certain qualifications first. Jaffee asked what would students who don’t get admitted to one of the limited admissions program major in and Umoren said that the college is working to strengthen the curriculum for those students. Braun added that those students will be properly advised regarding their options. There was a question about how proficiency credit is awarded and Birberick said that the college has a specific system in place for that. **Motion passed unanimously.**

c. **College of Health and Human Sciences #9.** Gorman made a motion, seconded by Strid, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN CHHS #10 (10/28/16). Birberick said that the BC executive committee wondered about the requirement of a minor and would this add too many hours to a program. Discussion followed and a couple of programs that have this requirement were noted (e.g., the applied mathematics emphasis in the major in mathematical sciences). Johnson said that personally he is taking a minor to improve his marketability and felt this was a good idea. **Motion passed unanimously.**

d. **College of Liberal Arts and Sciences #9.** Johns made a motion, seconded by Truckenbrod, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF LIBERAL ARTS AND SCIENCES #9 (10/26/16). In these minutes, there are changes to limited admission language in Computer Science; they are cleaning up how they admit students into the major. Birberick also pointed out another accelerated program with College of Law, this time with the Department of English. **Motion passed unanimously.**

e. **College of Liberal Arts and Sciences #10.** Hunt made a motion, seconded by Atkins, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF LIBERAL ARTS AND SCIENCES #10 (11/9/16). In these minutes is another change related to the BSAM as well as the deletion of computer science from the BSAM. The structure of the program mirrors what was just approved for the College of Education. A new accelerated B.A.-B.S./M.A. program in Sociology was also noted. Jaffee asked about revisions to a couple of courses in French where they are changing both the title and the description and if those shouldn’t be considered as new courses. Atkins said that they have had similar changes in his department (History) where courses were revised to better reflect the current content of the course. Byrd said that by doing a course revision, the revised courses are interchangeable with the old versions, so these courses are going to be used to meet degree requirements for the prior courses. Smith said that this is what she tells departments to consider when they ask if they can submit such a course revision. Johnson asked if the content is changing or are they updating to better reflect the content. He said it sounds like a new course. Atkins said it is his inclination to let that department decide how the course is going to be taught and to trust the department is making the change that best fits their needs. Truckenbrod observed that the original course description sounds like a literature studies course and the revised version
sounds more like gender studies and expressed concern that there could be duplication with gender studies. Birberick said that if the college vetted the change, they have considered duplication with gender studies, which is in the college. Marsh asked about the addition of UBUS 223 to the major in psychology and if the department checked with the College of Business. Smith reported that she asked LA&S to contact the College of Business. Towell added that it will be fine since it’s an option to another requirement. Motion passed unanimously.

VI. Unfinished Business.

a. **CEET #5.** These minutes were tabled at the last meeting for clarification of the limited enrollment in certificate language for Technology and why are they excluding energy and environmental technology majors from the CUS in Energy Management. Council members discussed the email received where EET explains the issues. Hunt made a motion, seconded by Marsh, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #5 (10/14/16). Motion passed unanimously.

b. **CHHS #7.** All the changes were approved at the last meeting except for changes to the BGS and degree completion program. The BC asked for a revision to the paragraph for Emphasis 3: “The professional credential, certificate or license must be in the field in which the applicant is working or attempting to work.” They felt the “attempting to work” part of that sentence is awkward and they weren’t sure what was meant by it. Also, the BC asked that a statement about fulfilling all university requirements be added to Emphasis 3. This will be a statement similar to what is found in the Hospitality and Tourism degree completion program: “To receive the degree, a student must satisfy all university graduation requirements and must have completed an applied associate degree (A.A.S.).” Council members discussed the response from the college where they say that they approve of the changes requested. Umoren made a motion, seconded by Braun, TO APPROVE THE TABLED ITEMS FROM COLLEGE OF HEALTH AND HUMAN SCIENCES #7. Motion passed unanimously.

c. **CVPA #1.** These minutes were tabled for the college to provide the BC with a thorough report on the consequences of changing studio course hours from 4 to 3. Documents were provided to the BC that provided a plan of action. John Siblik further explained the school’s plan for accommodating students and for communicating with them regarding this change. Siblik said that he spoke with Byrd and Montag regarding how to handle repeats. He also said that the school came up with a fairly rigorous transition plan. They made sure that students could stay on a four-year degree path. They looked at degree progress reports and created as many scenarios as possible as well as tried to determine if the change in hours would disadvantage any students. Siblik reported that area coordinators were heavily involved in the plans and discussions and have informed current students on the changes that are coming so students should feel comfortable about their situations once the change is in effect. He also said they appreciate the BC being thorough with their review of the changes, specifically inquiring about the input from the student representatives. This has impelled the school to reevaluate the bylaws of their committees to include student representation. Truckenbrod said he applauds the school for going above and beyond what he anticipated, specifically with the detailed plan of action and the inclusion of students on committees. Birberick also expressed her approval
of the addition of students to shared governance in the school. Strid made a motion, seconded by Atkins, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN THE COLLEGE OF VISUAL AND PERFORMING ARTS #1 (10/6/16). Birberick noted that the only issue the BC had at the last meeting was with the change in hours for many School of Art and Design courses, but there are other curricular changes in these minutes. Motion passed unanimously.

d. APPM revision re: non-duplication. Birberick explained that this change is to be sure colleges and departments are seeking nonduplication. Smith added that it also requires that departments clarify the nonduplication statement if they feel their course is department specific. Gorman made a motion, seconded by Strid, TO APPROVE THE APPM REVISION. Motion passed unanimously.

e. STAMP catalog language. Nothing to consider at this time.

f. HLC Faculty Credentials. Birberick said this document was included to be sure BC members are aware of it. She explained that the Higher Learning Commission (HLC) is requiring all universities that are accredited by the HLC to have a faculty credentials policy. What was done at NIU was to bring a group of people together and they looked at the HLC guidelines as well as what other institutions have done. They then prepared this draft policy, which the group has been sharing with different groups. Basically the policy is that instructors must have a higher level of credential than the students they are teaching. For example, a master’s degree in the teaching field would be the minimum requirement to teach undergraduate courses. The group also defined exceptions for the fields for which qualifications aren’t represented by a degree, e.g., visiting artists. Birberick asked for BC members to send her any feedback. She added that this has been shared with Faculty Senate, the Council of Deans, and the University Council. Next week, it will be shared with department chairs.

VII. New Business

a. Honors Faculty Status. Birberick explained that this proposal from the Honors Committee is to create Honors Faculty Status. This would be internal to the program and would not go into the APPM. She added that a similar proposal was provided to the Undergraduate Coordinating Council (UCC) a few years ago and that body had a number of questions, which were shared with Honors Director Gilson. Gilson said the intent of the proposal is to recognize and highlight faculty who teach honors sections and to create community for faculty who might engage and deliver such programs. The proposal includes a check list of activities for faculty to participate in in order to obtain Honors Faculty Status. Gilson is asking for feedback on the proposal. Johns asked if this would keep him from doing in-course honors since he doesn’t meet any of the other qualifications. Gilson said he understands that not all faculty have the time, interest, or ability to teach full honors classes. He pointed out other items on the check list that would give faculty honors status, such as serving on the Honors Committee. Discussion followed regarding how the list of activities to be eligible for Honors Faculty Status is too narrow. Cozad felt that this could be a disincentive for faculty to do the in-course honors. Marsh asked what the benefit is for students or faculty to having a different status for faculty; the benefit is not clear in the proposal. Gilson said from his perspective it is the ability to identify faculty who are motivated and proficient to delivering honors-level course work.
Marsh responded that this is a concern to her as a chair, explaining that it could limit her ability to schedule faculty for specific courses. There were suggestions that a simple list of faculty who are willing and able to teach honors courses could be prepared. This could be based on excellence in teaching and research and artistry. A discussion followed regarding scheduling and how that would work under this system. There was also discussion about how a defined list of Honors faculty could further limit the ability of smaller departments to schedule honors sections. Johnson expressed concern that it would limit the ability of a student to take an honors capstone course with their choice of a faculty member if that faculty member did not have Honors Faculty Status. Atkins asked if it is hard to get faculty to teach honors and Gilson responded that it is. Atkins also asked how this would affect a student’s ability to enroll in an honors course when it’s already not easy to do. Gilson said this is something they have been working on, i.e., to fix some of the curricular barriers. He will take the BC’s suggestions and revise the proposal and will bring it back to the BC in the future.

b. Minor in Black Studies revision. Birberick explained that since the Minor in Black Studies is not affiliated with a college, the BC is the curriculum committee for any of their changes. The director for the Center of Black Studies has provided changes to the minor as well as a course revision. A short discussion followed to clarify what exactly they are changing. Council members then discussed the statement: “A maximum of 9 credit hours may be applied toward the minor from any one department with the exception of Black Studies (BSKT) courses.” Council members offered different interpretations of the statement so it was determined to send this proposal back to the Center for Black Studies and have them clarify what they mean by this statement. Smith will work with them on this. It was also decided that BC members would consider a revised proposal from the center via e-mail. Birberick emphasized the Council members need to reply to any e-mails they receive on this matter.

Marsh made a motion, seconded by Truckenbrod, to ADJOURN. The meeting adjourned at 2:45 p.m. by acclamation.

The next meeting of the Baccalaureate Council will be held electronically. The next in-person meeting of the Baccalaureate Council will be February 9, 2017.

Respectfully submitted,

Donna M. Smith