Northern Illinois University

COMMITTEE ON THE UNDERGRADUATE ACADEMIC ENVIRONMENT
155th Meeting
Tuesday, April 14, 2015

MINUTES

APPROVED

Present: S. Barrett (HHS); T. Bough (VPA); Ed Klonoski (Acting Associate Vice Provost); V. Palghat (BUS); J. Stafstrom (UCC); M. Tucker (Ex-Officio, Student Affairs & Enrollment Management); J. Zambito (Ex Officio, Student Involvement and Leadership Development)

Absent: M. Cravens (Student-LAS); S. Friedman (CAB representative); D. Lonergan (ULIB); A. Martin (SA student representative); M. Stang (Ex Officio, Student Housing Services); J. Stevens (Student-LAS);

I. APPROVAL OF AGENDA

A motion was made by V. Palghat to approve the agenda, seconded by S. Barrett. The motion passed unanimously.

II. Approval of Minutes from meeting.

J. Stafstrom made a motion to approve the minutes from the February 10, 2015 meeting, seconded by V. Palghat. Motion passed unanimously.

III. OLD BUSINESS

Klonoski told the committee that the UNIV 101 instructor recruiting information meetings, of which there were three, have taken place. He said as of last week about 63 instructors had committed to teach with the goal being 80, which they feel will be met. There have been about 80 peer instructor applications received so far. Klonoski said that the peer instructors will receive $400 in compensation and instructor pay will increase to $2000 from $1000 beginning with Fall 2015. Klonoski said this indicates that there is a commitment to growing this course and to making it mandatory for all incoming freshmen in the future.

Klonoski went on to explain that the course is being redesigned at this moment. For the first five weeks of the course it will meet two times per week. The first three weeks is the most vulnerable time to lose students. During weeks 6-11, the class will be meeting only one time per week. In addition the use of ePortfolio will be a part of UNIV. The course will be more of a blend of skills and content. There will be more intentional collaborative learning opportunities for the students; interpersonal skills, communication skills, writing skills as well as opportunities for the use of ePortfolio.
Bough asked about the course syllabus. Klonoski explained there would be a shell syllabus to allow instructor flexibility.

Klonoski indicated that the course book will also be used differently as well. They are planning on condensing the material in the book but the materials removed will be available online for resources for the instructors. Bough suggested the book be given to instructors as early as possible for planning purposes.

Klonoski gave an update on PLUS. He said the Pathway applications that were submitted as a result of the grants that were offered have garnered commitment from the faculty to be involved in each Pathway. There are no duplicate courses left in the Pathways. Klonoski has been meeting with the Pathway leaders and will continue to meet with each pathway group to assist them in moving forward. They will prepare an application to go to the GEC with the possibility of up to eight being approved to be added to the curriculum in September.

Klonoski also gave an update of the committee restructuring. He presented a handout showing both the current and revised models of committee restructuring. He indicated that the revised model had been vetted through the Academic Policy Committee, a sub-committee of the University Council, the Faculty Senate, the GEC, and APASC. It had a first read at the University Council and will come up for a vote at the April 29th University Council meeting.

Klonoski explained that the basis for the revised model is to separate curricular committees from non-curricular committees. The CIUAE is the combined committee of the CIUE and CUAE, neither of which deals with curricular matters, will report directly to the University Council. Honors and GEC will report to the new Baccalaureate Curriculum Council (BCC). The BCC will take on the duties of what the CUC and APASC have been responsible for, eliminating the need for the UCC. However, the Baccalaureate Curriculum Council will assume curriculum policy and decisions at the University level. This proposal streamlines the undergraduate curricular process from the department through the college to the BCC. The UC retains its ultimate authority. Lastly he talked about how the faculty membership of these committees will be populated. Similar to how committee membership is currently determined, the office of the Executive Secretary to the University Council will monitor membership seeking input from the colleges. There are suggested
IV. NEW BUSINESS

N/A

V. ADJOURNMENT

J. Stafstrom made a motion to adjourn @ 2:35 p.m., seconded by S. Barrett. Motion passed unanimously.

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant to the Vice Provost for Undergraduate Academic Affairs