PRESENT: G. Aase (BUS/OMIS), M. Lenczewski (LAS/GEOG/Chair), D. Changnon (Acting Associate Vice Provost), J. Gray-Stanley (HHS/NUHS), R. Schneider (VPA/THEA), F. Solares-Larrave (LAS/FL--), R. Tatara (EET/TECH), S. Wallace (EDU/ETRA/UCC/CITC), A. Ward (LAS/POLS)

CONSULTANTS: D. Smith (Catalog Editor/Curriculum Coordinator)

GUESTS: N. Mounts, M. Pritchard

APPROVAL OF AGENDA

Wallace made a motion, seconded by Aase, to APPROVE THE AGENDA. Motion passed unanimously.

ANNOUNCEMENTS

1. Approved minutes from October 14, 2010.

CONSENT AGENDA

Aase made a motion, seconded by Solares-Larrave, to RECEIVE THE CONSENT AGENDA.

The following college minutes with no undergraduate-level curricular items were so received.

   College of Education #3  
   College of Education #4  
   College of Visual and Performing Arts #2  

The following college minutes with undergraduate-level curricular items were so received.

   College of Business #5  
   College of Liberal Arts and Sciences #4, pending APASC and GEC approval  
   College of Visual and Performing Arts #4  

COLLEGE MINUTES AND OTHER CURRICULAR ITEMS FOR DISCUSSION

College of Business #4  The new course proposal was noted. Aase explained that this addresses changes in the industry and the need to provide leadership training. Gray-Stanley asked about the repeatability and Changnon responded that he sees that means the course is a topics course. Schneider stated that there could’ve been a more substantive rationale. Discussion followed regarding the one credit hour and Aase explained that the course is a practical experience with students working in the field being
coached by the instructor helping to develop the soft skills needed in the industry. Wallace noted that this type of field experience is what students in the College of Education are asking for. Solares-Larrave made a motion, seconded by Wallace, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN BUSINESS #4 (10/12/10). Motion passed unanimously.

The new course on page 1 was noted. Tatara pointed out that the nonduplication statement says that other departments were consulted, but it's not clear if they approve. Discussion followed regarding exactly what this course is teaching and it was determined that the course deals with how to teach English Language Learners. It was also discussed that English Language Learners (ELLs) is the current terminology rather than English as a Second Language (ESL) and that the course rationale states that the proposal is related to new state standards in TESOL. Wallace added that new requirements from the ISBE is for students to have experience in teaching ELLs. Solares-Larrave made a motion, seconded by Gray-Stanley, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #2 (9/21/10). Motion passed unanimously.

A new course was pointed out. Tatara clarified the prerequisites for ISYE 442, which should read MATH 230 and; STAT 208 or STAT 350 or ISYE 335 or consent of department. Schneider made a motion, seconded by Solares-Larrave, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #2 (10/14/10). Motion passed unanimously.

There are several items of note in these minutes: degree changes, new certificate, new courses, and course revisions ("C or better" in MATH 155 added to prerequisites for TECH courses). Smith reported that the college was able to provide her with any outstanding verification of nonduplication for the new courses and availability of courses added from outside the college. Lenczewski asked the CUC to not approve the revision to TECH 305X since that course is crosslisted with ENVS 305 and Environmental Studies does not want the "C or better" limitation for MATH 155 for that course. Tatara explained that by adding the "C or better" to MATH 155 in these prerequisites will get students who receive a D or F to take the course sooner. Schneider asked if this forces a different grading scale and it was discussed that a D or F is still a viable grade for MATH 155. Aase made a motion, seconded by Schneider, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #3 (10/21/10) WITH THE EXCEPTION OF COURSE REVISION TO TECH 305X AND PENDING GEC APPROVAL. Motion passed unanimously.

New courses and a new emphasis in these minutes were noted. Tatara asked about MEE 454 and MEE 455 and why existing courses in Technology were not considered to fulfill requirements. Smith read an e-mail from Technology Chair Cliff Mirman, who stated that his only issue with the MEE courses was in the
prerequisites that only allow for upper-level math and that students might be confused between Technology and Engineering courses and that “engineering” be added to the wording of the classes for clarification. Lenczewski reported that Environmental Studies wasn't consulted regarding nonduplication. Aase made a motion, seconded by Solares-Larreve TO TABLE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #4 (10/28/10) FOR THE COLLEGE TO RESOLVE ISSUES WITH MEE 454 AND MEE 455, ASKING THEM TO REVIEW EXISTING COURSES TO FULFILL REQUIREMENTS, AND FOLLOW-UP REGARDING CHAIR MIRMAN'S CONCERNS AS STATED ABOVE. Mechanical Engineering needs to check with Technology and Environmental Studies regarding existing courses and with Computer Science regarding capacity in CSCI 215 (see page 8 of the minutes). 

Motion passed unanimously.

In these minutes are several new course proposals. The College of Business courses in the prerequisite for FCNS 471 were discussed and Aase suggested that OMIS 338, Principles of Operations Management, could also be a choice. He added that since he’s been teaching the course, the focus has been services-based. Regarding the revision to FCNS 474, Lenczewski asked what happens if March 15 is not a work day. Pritchard responded that the deadline would then be the first work day following March 15. Aase made a motion, seconded by Solares-Larreve, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #4 (10/1/10). Motion passed unanimously.

The course revision to COMD 425 was noted and Lenczewski asked committee members if this should’ve been proposed as a new course due to the amount of revisions being proposed. Discussion followed regarding the fact that a lot of course changes are driven by the industry/profession and the consensus was that this curricular change was appropriate as a course revision. Schneider added that it made sense to change the course from a 400-level course to a 300-level course. Solares-Larreve made a motion, seconded by Wallace, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #5 (10/8/10). Motion passed unanimously.

In these minutes are new course proposals and new emphases proposals. Pritchard explained that the new emphases used to be foci for the degree and changing them to emphases ensures that the course work will be noted in students’ transcripts. Lenczewski noted that at the bottom of page 16, ENVS 305 needs to be crosslisted with TECH 305X and suggested that the new PHHE course in water quality be added to emphasis 3. Aase asked if there was a separate program review for each emphasis and Pritchard responded that the program would be reviewed as one degree, but each emphasis would have to be addressed. Wallace made a motion, seconded by Solares-Larreve to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #6 (10/15/10) PENDING GEC AND BOARD OF TRUSTEES APPROVAL. 

Motion passed unanimously.
New courses and new minor were pointed out. Pritchard noted that some of the revisions are to make better sense of the sequencing of courses for clinical laboratory sciences students. Changnon noted the course revision on page 4 and should it not be a new course proposal. Pritchard responded that this was acceptable to the school and college and Smith added that she did contact the college prior to the CUC meeting and they were also able to address the nonduplication issue for AHLS 472. Aase made a motion, seconded by Solares-Larrave, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #7 (10/22/10) PENDING BOARD OF TRUSTEES APPROVAL. Motion passed unanimously.

In these minutes are new courses. Smith handed out updated revisions for the changes to Sociology courses since the initial proposals were not going to be programmable in MyNIU. Aase distributed an e-mail from College of Business Associate Dean Beth Towell, which recommends that CLAS consider another name change for one of the tracks for the Minor in Global Studies and Engagement. Aase also expressed concern regarding hidden prerequisites in business courses. Tatara expressed concern with the large selection of courses. Aase made a motion, seconded by Schneider, to TABLE THE REVISIONS TO THE MINOR IN INTERNATIONAL STUDIES UNTIL ISSUES WITH THE COLLEGE OF BUSINESS CAN BE RESOLVED. Motion passed unanimously. Aase made a motion, seconded by Schneider, to RECEIVE THE REMAINDER OF THE UNDERGRADUATE CURRICULAR ITEMS IN LIBERAL ARTS AND SCIENCES #5 (10/13/10) INCLUDING THE MOST RECENT REVISIONS TO SOCIOLOGY COURSE AND PENDING GEC AND PRESIDENT PETERS APPROVAL. Motion passed unanimously.

In these minutes are a number of new course proposals and a new certificate of undergraduate study. The certificate needs APASC approval and the department needs to develop justification for the 3.00 GPA for APASC. Tatara asked about courses with titles in a foreign language and Smith responded that there are a number of such courses already in the catalog. Lenczewski noted that for FLFR 480, the college curriculum committee agreed that “Using the wiki platform” needs to be deleted because it’s too specific. Tatara asked about the nonduplication for FLSP 380 and Aase responded that there are no similar courses in the College of Business. For the certificate in Public Sector Leadership, it was suggested that the electives be headed by “Select at least two of the following” since the course choice vary in credit hours. Aase made a motion, seconded by Schneider, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN LIBERAL ARTS AND SCIENCES #6 (10/20/10) WITH THE REVISIONS AS DISCUSSED AND PENDING APASC AND GEC APPROVAL. Motion passed unanimously.

There are new course proposals and Lenczewski noted that the course deletions in these minutes do not affect any other program. The rationale for new course ANTH 432 was discussed and Lenczewski stated that the course used to be taught as a
topics course and now will be a regular course. It will be an elective for the program. Courses under the 400/500 format were discussed and it was clarified that the descriptions do not need to vary, in fact, per the Academic Policies and Procedures Manual, the title and the catalog description of the undergraduate and graduate courses should be identical. However, the difference in rigor is to be reflected in different syllabi. Wallace made a motion, seconded by Aase, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN LIBERAL ARTS AND SCIENCES #7 (10/27/10) WITH A MODIFICATION TO THE RATIONALE FOR ANTH 432 THAT IT STATE THAT THE COURSE USED TO BE A WORKSHOP AND THAT IT IS WIDELY USED AND PENDING GEC APPROVAL. Motion passed unanimously.

New courses in these minutes were noted and credit hours were discussed. It was pointed out that the new courses used to be topics offered for the same credit hour as proposed in the new course. Schneider added that this allows theatre majors to take the required course in their area of interest and it’s easier to ensure that students are doing what they are supposed to be doing in the course. Schneider made a motion, seconded by Gray-Stanley, to RECEIVE THE UNDERGRADUATE CURRICULAR ITEMS IN VISUAL AND PERFORMING ARTS #3 (10/6/10). Motion passed unanimously.

OLD BUSINESS

1. **EET #10**
   The CUC tabled these minutes at the September 16, 2010 meeting. Regarding course revision ELE 429, it was suggested that “as well as” be changed to “and must” (3rd line). Regarding new electives for the B.S. in Industrial and Systems Engineering, documentation is still needed from affected departments regarding the capacity of the courses being added and courses listed under the “technical” heading need to be reconsidered. Regarding the Minor in Sustainable Engineering, this has already received all the necessary approvals, so the college was asked if it could be withdrawn from these minutes so they can go through. There is nothing more to consider at this time.

2. **EDU #14**
   The CUC tabled these minutes pending clarification of APASC’s concerns from their meeting on 10/13/10. Nothing more has been received at this time.

3. **LAS #1**
   The deletion of FLFR 312 was tabled at the request of both CLAS CUC reps. It was reported at the last CUC meeting that the college no longer wants this item deleted and the CUC will see it being proposed to be placed back in the catalog. This item is also addressed in CLAS #6.

4. **VPA #1**
These minutes were approved pending clarification of the PRQ for THEA 436. The clarification was received and the minutes went forward. No action needed.

5. **UNIV 198.** Changnon announced that this course proposal is being withdrawn at this time.

6. Adding courses from another college/checking on course capacity. Nothing new to report.

7. **Major/minor course duplication.** Changnon distributed a spreadsheet that illustrates degree requirements for other state and Mid American Conference universities. It includes total number of hours required if a student adds a minor, second major, and/or second degree to their course work. He also reported the number of students graduating with a double major at NIU is about 50-65 per year and with a second degree is 15-25 per year. These data are from Institutional Research over the last four years. Discussion followed regarding the difference in programs and that some actually require more than 120 hours and some much less; the latter allowing more flexibility for students to add another major or degree. It was suggested that there should be a number of hours above students’ course work that is required, whether it’s for a certificate, minor, major, or degree. Changnon noted that for the next CUC meeting he will have information on how many hours students with a second major or second degree actually took. The following CUC members volunteered to be on a subcommittee to further discuss this issue: Changnon, Gray-Stanley, Lenczewski, Schneider,

**NEW BUSINESS**

1. **Certificate of Undergraduate Study in Adolescence.** Mounts reported that this new interdisciplinary comes out of the Collaborative on Early Adolescence, which was a product of the strategic plan. She added that the three colleges that have courses as requirements and/or electives have all approved the certificate. The goal was to develop a certificate to expose undergraduates to a broader range of course work related to adolescent development. Changnon reported that APASC approved the certificate with the exception of the statement, “and GPA of 2.50 in certificate courses is required” due to lack of a clear rationale for the GPA. Mounts added that she has since consulted with her colleagues in the collaborative and they all approve of removing that portion of the description. Discussion followed regarding the “C or better” language and it was clarified that this is a requirement for all certificates per the Academic Policies and Procedures Manual. It was also clarified that this is a certificate of undergraduate study, and is not at all related to teacher certification. Schneider asked about the differences between EPS 307 and PSYC 424 and Mounts responded that students would enroll in one or the other depending on their areas of study; each course addresses adolescent development with a different focus depending on the discipline. Aase made a motion, seconded by Solares-Larrave, to APPROVE THE CERTIFICATE OF UNDERGRADUATE STUDY IN ADOLESCENCE. **Motion passed unanimously.**

A motion was made and seconded to adjourn. **Motion passed by acclamation.** Meeting adjourned at 2:45 p.m.
The next meeting will be February 10, 2011, 12:30, Altgeld 225.

Respectfully submitted,

Donna M. Smith

Attachment 1
Attachment 2
Attachment 3