PRESENT: G. Aase (BUS/OMIS), I. Gómez-Vega (LAS/ENGL), J. Gray (HHS/NUHS), M. Lenczewski (LAS/GEOL, chair), D. Shernoff (EDU/LEPF), S. Takai (for R. Kilaparti, EET/TECH)

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

Lenczewski called the meeting to order.

APPROVAL OF AGENDA

Lenczewski asked for the following changes to the agenda: Announcements, add Petition for University Council; Consent Agenda, move CEDU #8 off of the consent agenda; and New Business, add B.S. in Applied Management. Gray made a motion, seconded by Gómez-Vega, to APPROVE THE AGENDA AS AMENDED. Motion passed unanimously.

ANNOUNCEMENTS

1. Minutes from February 14, 2013, were approved electronically.
2. Items previously in Section B, now reported for inclusion in the 2013-14 Undergraduate Catalog (Section C). Smith noted that this is informational only. These are catalog changes that were approved by the CUC last fall that met all the necessary deadlines. They needed additional approvals, e.g., President Peters’s approval, which were received prior to when Registration and Records needs to have the catalog finalized for them to have time to code changes in MyNIU. Therefore these changes will be effective with the 2013-14 catalog.
3. Items reported for inclusion in the 2013-14 catalog by another standing committee of the Undergraduate Coordinating Council (Section D).
4. Petition. Lenczewski explained that the revisions to the bylaws that the CUC approved several meetings ago went to the UC last week for approval. A two-thirds vote of all possible UC members was needed for the changes to pass. Unfortunately, even though exactly two-thirds of the voting members of the UC were present, several voted against the bylaws changes or abstained. So the proposed revisions failed. To get this back on the UC agenda for the next meeting, Lenczewski needs to present petitions with signatures of 60 faculty members, and she needs this done by the end of the day on Monday, April 15. She asked CUC members to try to get as many signatures as they can by that time. Smith will send CUC members contact information for the University Council. If this does not get back on the UC agenda, the changes die, then the CUC will have to propose them again. Aase suggested that the text that is not being revised be removed from the document that goes to the UC. Lenczewski will make that request of Pat Erickson, administrative assistant to the UC.

CONSENT AGENDA

Aase made a motion, seconded by Gray, to APPROVE THE CONSENT AGENDA. The motion passed unanimously. The following college minutes with no undergraduate-level curricular items were so received.

College of Business #6
The following college minutes with undergraduate-level curricular items were so received.

College of Liberal Arts and Sciences #9

COLLEGE MINUTES AND OTHER CURRICULAR ITEMS FOR DISCUSSION

**College of Education #8**

For the one undergraduate catalog change in these minutes, there is language, “Students must take (3) credit hours in this course.” It’s not clear if students must take all three hours in one semester or if they can spread those credits over more than one semester. Committee members felt comfortable with the language as is and Smith will clarify with the college to be sure it is presented correctly in her materials and that it gets coded properly in MyNIU. Aase made a motion, seconded by Shernoff, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #8 (2/5/13). **Motion passed unanimously.**

**College of Health & Human Sciences #11**

In these minutes are two new courses. Aase made a motion, seconded by Gómez-Vega, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #11 (3/1/13). **Motion passed unanimously.**

**College of Liberal Arts & Sciences #10**

New course proposals were pointed out. Aase asked if there was a similar course in Black Studies and Smith checked the catalog and confirmed that there is not. Lenczewski suggested that they be informed of the new course as a potential offering for the minor in Black Studies. Gray made a motion, seconded by Shernoff, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF LIBERAL ARTS AND SCIENCES #10 (2/13/13). **Motion passed unanimously.**

**College of Liberal Arts & Sciences #12**

The language on page 2 for teacher certification in Physics, “The following classes for teacher certification may change to reflect new state requirements.” was pointed out. Smith reported that she contacted the college and received a more detailed rationale for this change, which was shared with the CUC. Aase made a motion, seconded by Gray, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF LIBERAL ARTS AND SCIENCES #12 (3/29/13) PENDING APASC APPROVAL. **Motion passed unanimously.**

OLD BUSINESS

1. APPM changes/Definition of Minor. Nothing new to report on this.
NEW BUSINESS

1. Contract Majors and KNPE 101 letter-suffixed courses. It was explained that this information is provided to the CUC in order to track any trends in new majors or a topic that is consistently offered through KNPE 101. Smith reported that she reviewed the reports from previous years and saw no trends other than a few contract majors in women’s studies and gender studies. These contract majors might be covered by a major in Women’s Studies, which the College of Liberal Arts and Sciences has proposed, but has been put on hold due to budget constraints.

2. B.S. in Applied Management. Lenczewski shared with the CUC an e-mail she received, which included a link to the Connections newsletter, a correspondence from NIU’s Division of Outreach, Engagement, and Information Technologies to community colleges. In this particular newsletter, they were announcing a program coming in fall of 2013, Performance Technology, Training, and Evaluation, as part of the B.S. in Applied Management. However, not only has this program not been approved through the curricular process, it has yet to be presented to the CUC. Lenczewski reported that she responded to Paul Crawford with Outreach, that they should not be advertising a program that has not gone through the curricular process, but he responded that it was OK, that the program would get approved. She has also been in touch with Birberick about the issue. Shernoff will follow-up with College of Education Curricular Dean Connie Fox so she’s aware of this. Lenczewski asked CUC members if they would like her to follow-up. She suggested she could write a letter to Gip Seaver, who oversees the B.S. in Applied Management, stating that they (Outreach) should not be circumventing the curricular process. Committee members agreed that this is a good idea.

ELECTION OF CHAIR

Gómez-Vega made a motion, seconded by Aase, to nominate Lenczewski to be the CUC chair for 2013-14. Motion carried by acclamation.

Meeting was adjourned by acclamation at 1:15.

The next meeting is tentatively scheduled for September 12, 2013, 12:30, Altgeld 225.

Respectfully submitted,

Donna M. Smith