PRESENT:  G. Aase (BUS/OMIS), T. Atkins (LAS/HIST/UCC), A. Bah (LAS/SOCI), I. Gómez-Vega (LAS/ENGL), J. Gray (HHS/NUHS), B. Jaffe (VPA/ART), R. Kilaparti (EET/TECH), M. Kolb (Associate Vice Provost, ex-officio), M. Lenczewski LAS/GEOL, chair

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

Lenczewski called the meeting to order.

APPROVAL OF AGENDA

Atkins made a motion, seconded by Bah, to APPROVE THE AGENDA. Lenczewski asked that election of chair be added to the agenda. Motion passed unanimously to approve the agenda as amended.

Introductions were made.

ELECTION OF CHAIR

Gómez-Vega made a motion, seconded by Kilaparti, TO NOMINATE LENCZEWSKI TO BE CUC CHAIR FOR 2014-15. Motion passed unanimously.

FIRST MEETING ENCLOSURES

The following informational items were sent to committee members:

1. 2014-15 meeting schedule. Lenczewski announced that the second meeting in November, if necessary, will be moved to Tuesday, November 25, to accommodate the GEC meeting that is scheduled at the same time.
5. CUC bylaws. Lenczewski pointed out that the main purpose of the CUC is to look at potential conflicts and make sure curricular changes fit with the mission of the university. The committee does not do a lot of wordsmithing.
6. Working Rules for Presentations to the CUC by Units Holding Conflicting Points of View on Curricular Items.
7. Nonduplication and Impact on Other Units.
8. Guidelines for Certificates of Undergraduate Study.
10. Procedures for Requesting a New Degree Program or Off-Campus Degree-Granting Authority and Delivering a Degree Program Online and New Program Form.
11. Vibe tutorial.

ANNOUNCEMENTS
1. Vibe System. Lenczewski reported that the CUC uses Vibe for its documents. Please let her or Smith know if you need assistance accessing documents.

2. CUC members were reminded that if they are unable to attend a CUC meeting, they can name a substitute to represent their constituency and they should inform Donna Smith (753-0126, dsmith@niu.edu) so the substitute can be added to the Vibe system.

The CUC was reminded that it is the curricular body for interdisciplinary undergraduate curricular material not located in an academic college or colleges, specifically UNIV 101 and curricular offerings from the Division of International Programs and the Center for Black Studies. This responsibility includes usual curricular activity (new, revised, and deleted courses as well as other catalog changes), general education submissions/resubmissions, and review of these units’ overall curricular offerings.

3. Items previously in Section B, now reported for inclusion in the catalog (Section C). These are items previously approved by the CUC, but which needed approval from at least one other body (e.g., Board of Trustees, IBHE, etc.).

4. Items reported for inclusion in the catalog by another standing committee of the UCC (Section D). These items usually come from the Academic Policies and Admissions Standards Committee, but sometimes a catalog item will come from another committee of the UCC.

CONSENT AGENDA

Lenczewski explained that the consent agenda is used to expedite the consideration of some college curriculum committee minutes and other straightforward and/or noncontroversial curricular items. She meets with Smith and Kolb to go through all the college minutes for the upcoming meeting. Typically what is taken off of the consent agenda is anything new and anything that may impact another department. If a CUC member has a question/concern about or wants to discuss any item on the consent agenda, he or she should ask to have that item removed from the consent agenda and added to the items for discussion prior to the approval of the consent agenda.

Atkins made a motion, seconded by Bah, 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 #9 (AY 13-14)
College of Education #12 (AY 13-14)
College of Education #14 (AY 13-14)
College of Liberal Arts and Sciences #13 (AY 13-14)

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

College of Business #10 (AY 13-14)
College of Health and Human Sciences #13 (AY 13-14)
COLLEGE MINUTES AND OTHER CURRICULAR ITEMS FOR DISCUSSION

College of Business #8 (AY 13-14)

In these minutes is a new certificate of undergraduate study (CUS) proposal: Retail Management. Gómez-Vega made a motion, seconded by Gray, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF BUSINESS #8 (3/25/14). Motion passed unanimously.

College of Education #13 (AY 13-14)

The curricular changes on pages 8-11 were pointed out. Since this is an interdisciplinary program with the School of Family, Consumer and Nutrition Sciences, a parallel proposal is needed from that school. Aase made a motion, seconded by Gómez-Vega, TO TABLE THE CURRICULAR CHANGES FOR THE PROGRAM IN EARLY CHILDHOOD EDUCATION FOR PARALLEL PROPOSAL FROM FCNS. Motion passed unanimously. Changes to the program in Special Education were noted; they need APASC approval for GPA changes. Also in these minutes are new course UEDU 350 and a new CUS in Culturally Relevant Teaching. Lenczewski pointed out that the college checked on nonduplication for the new course, and upon request, they checked with the Department of Anthropology for impact regarding the CUS. Anthropology responded with their approval of the certificate, but asked that they be kept informed if any revisions are made to the CUS. Gómez-Vega made a motion, seconded by Aase, TO APPROVE THE REMAINDER OF THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF EDUCATION #13 (4/15/14) PENDING APASC APPROVAL. Motion passed unanimously.

College of Health & Human Sciences #12 (AY 13-14)

New courses FCNS 404, FCNS 428, FCNS 497, and FCNS 493 were noted. Gómez-Vega made a motion, seconded by Atkins, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #12 (2/21/14). Motion passed unanimously.

OLD BUSINESS

1. APPM revisions. Curricular Approval Process Chart. The change to add “Clinic” to the line for “Center and Institute” was discussed. Smith read an e-mail from Carolinda Douglass that explains that if there is a change to a clinic, center, or institute, with no associated curricular changes, then the change does not need to go through the regular curricular process. If there were curricular changes, that would go through the regular process. Aase made a motion, seconded by Gómez-Vega, TO APPROVE THE CHANGE TO THE CHART AS PRESENTED. Motion passed unanimously.

NEW BUSINESS

There was no new business.
Gómez-Vega made a motion, seconded by Bah, TO ADJOURN. *Motion passed by acclamation at 1:15 p.m.*

The next meeting will be October 9, 2014, 12:30, Altgeld 203.

Respectfully submitted,

Donna M. Smith