Present:  R. Beatty (BUS), P. Brown (BUS), S. Conklin (HHS), J. Corwin (LAS), L. Derscheid (HHS), A. Doederlein (LAS), J. Gau (EET), B. Hart (VPA), C. T. Lin (LAS), M. Mehrer (LAS), S. Ouellette (HHS), D. Rusin (LAS), E. Seaver (Vice Provost), D. Smith (Catalog Editor/Curriculum Coordinator), L. Townsend (EDU), M. Van Wienen (LAS)

Students:  D. Kettlesprings (LAS), S. Zondag (BUS)

Absent:  N. Boubekri (EET), S. Conklin (HHS), W. Goldenberg (VPA), P. Webb (LIB), E. Wilkins (EDU)

Students:  D. Smith (SA), K. Eckmann (EDU)

I. Adoption of Agenda

A motion to approve the agenda was made and seconded. The motion carried.

II. Announcements

A. Electronic Approval of Minutes

The minutes of the September 1, 2005, meeting were electronically approved.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee — E. Seaver

E. Seaver reported that, other than a few updates, the only action taken at this meeting was the acceptance of the APASC 2004-2005 annual report. He also noted that this was the last meeting of APASC that Don Larson, Executive Director of Registration and Records, would attend as he is retiring effective October 1, 2005. He announced that Sheri Kallembach will be serving as Acting Director of Registration and Records, effective October 1, 2005, and she will be replacing Don Larson on APASC as recording secretary. A search is being formulated for a replacement for Don Larson and will be underway soon.

E. Seaver noted that items for future discussion by APASC will include catalog language related to the Academic Advising Center and the Associate of Art Teaching (AAT) degree initiatives. Further
information on these items will be reflected in the minutes of the next APASC meeting.

E. Seaver made a motion, seconded by Mark Mehrer, to receive the August 31, 2005, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.

B. General Education Committee – D. Rusin

D. Rusin reported that the main focus for the General Education Committee for 2005-2006 will be the assessment of general education. He noted that a graduate student is helping the committee by assembling data, as well as a notebook, for the committee. The committee will not be reviewing courses this year except for any new submissions and any resubmissions left from the previous year.

D. Rusin made a motion, seconded by M. Van Wienen, to receive the April 28, 2005, minutes of the General Education Committee meeting. The motion carried.

C. Honors Committee – L. Derscheid

L. Derscheid gave an overview of the September 2, 2005, meeting, although the minutes for that meeting have not yet been approved. The committee heard a report from the director which included current enrollment numbers for the program. The Honors Program has shown a 21% increase in enrollment over last year and a 66% increase from 2000.

She also reported that an Honors Open House was held on September 24, 2005, and approximately 300 guests attended, 100 of which were students.

In addition, on December 1 and 2, 2005, a consultant will be on campus to review the Honors Program and give a “fresh eye” to help find new ideas for the program.

D. Committee on the Improvement of Undergraduate Education – M. Van Wienen

Although minutes are not yet available, M. Van Wienen reported that the first meeting of the year was devoted to going over what the committee would be concentrating on during 2005-2006 and what the committee could expect as far as the time schedule is concerned. A preliminary discussion was held regarding the proposal for an award for excellence in undergraduate instruction specifically devoted to non-tenure track, non-tenured educators at NIU. Further discussion and the plan for this award will be reflected in the minutes.

E. Committee on the Undergraduate Academic Environment – E. Seaver

C. T. Lin reported that a discussion was held at the April 12, 2005, meeting of CUAE centering around establishing goals for the committee for 2005-2006 and the importance of electing a chair for 2005-2006. He noted that this committee has done a great deal of
work in the past four or five years, but this past year the committee has had a slow down of activity, possibly due to the lack of a continuing chair and a decline in committee member attendance. Discussion at this meeting revolved around what issues this committee could focus on to improve the student academic environment. The committee feels more student input is needed, possibly through student focus groups, to discover how the students feel about the academic environment at NIU. Vice Provost Seaver will meet with Brian Hemphill, Vice President of Student Affairs, to solicit input from him.

E. Seaver commented that most likely, after the next CUAE meeting, there will be a request from CUAE coming to UCC asking for more direction, as well.

C. T. Lin made a motion, seconded by M. Van Wienen, to receive the April 12, 2005, minutes of the Committee on the Improvement of Undergraduate Education. The motion passed.

F. Committee on the Undergraduate Curriculum – E. Seaver

E. Seaver introduced Donna Smith, Catalog Editor/Curriculum Coordinator, who has been hired as a replacement for Kay Van Mol, who retired last spring. He explained that Ms. Smith will be coordinating the CUC meetings beginning with the October 2005 meeting.

IV. Other Reports

A. University Assessment Panel – P. Webb

There was no report.

V. Old Business

A. Date/Agenda for Annual UCC Retreat

E. Seaver asked for input from committee members with regard to scheduling and topics for a UCC retreat for this year.

A. Doederlein said that with the announcement of retirement by Dr. J. Ivan Legg, Provost, the idea of getting involved in the future might be a moot subject. He suggested that it might be a good idea to postpone a retreat either until the spring or until a new Provost is hired.

After some discussion, E. Seaver suggested the idea of a retreat be tabled until a future meeting.

B. Selection of UCC Student Representative to the University Assessment Panel
For the benefit of student committee members present, L. Townsend gave a brief description of the duties of the University Assessment Panel. Since not all student members were in attendance, it was decided to postpone selection of a student representative until the next UCC meeting.

VI. New Business

There was no new business.

VII. Adjournment

The meeting was adjourned at 1:35 p.m. The next UCC meeting is scheduled for Thursday, November 3, 2005, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,
Mollie Keller