Northern Illinois University
UNDERGRADUATE COORDINATING COUNCIL
149th Meeting
Thursday, April 5, 2007
Altgeld Hall 203

MINUTES
Approved

Present: R. Beatty (BUS), N. Bukonda (HHS), J. Casper (Student/EET), J. Corwin (LAS), L. Derscheid (HHS), J. Fisher (Student/BUS), J. Gau (EET), C. T. Lin (LAS), J. Novak (VPA), M. Mehrer (LAS), E. Seaver (Vice Provost), D. Shernoff (EDU), C. Snow (LIB), R. Spencer (Student/EDU), J. Stephen (LAS), M. Van Wienen (LAS), E. Wilkins (EDU)

Absent: A. Azad (EET), M. Blaschak (HHS), P. Brown (BUS), A. Doederlein (LAS), W. Goldenberg (VPA)

Guest: D. Smith, Catalog Editor/Curriculum Coordinator

Student: A. Novotney (SA)

I. Adoption of Agenda

A motion was made by J. Corwin, seconded by L. Derscheid, to approve the agenda. The motion carried.

II. Announcements

A. Electronic Approval of Minutes

The minutes of the March 1, 2007, meeting were electronically approved.

B. Student Information Systems Update

E. Seaver reported that the implementation process of the new student information system is now 62% complete. He stated that there is a very detailed list of objectives and steps in the implementation process, and, by looking at those steps, he can determine what stage the process is in. He said that, as this process relates to UCC, there will be several items coming forward from APASC that relate to catalog copy change in conjunction with the implementation of the new system.

He reported that the first stage of the system will go live in early fall 2007, with admissions for fall 2008 beginning this summer, along with some parallel systems. Faculty will not see much of the new system until late winter 2007 or early spring 2008. He explained that, as students are registering for fall 2008 classes, teaching faculty will see on their self-service
Students begin to populate their classes. Faculty advising pages will also begin to see advisees populate their pages.

Meetings will be scheduled early in the upcoming fall semester with all of the colleges to begin to outline training.

III. Reports/Minutes from Standing Committees

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

E. Seaver reported that at the February 7, 2007, APASC meeting, the committee approved the 2005-2006 reinstatement reports from each of the colleges, as well as a catalog language revisions relating to spring semester admissions, visiting students, changing to degree status, and other catalog language cleanup.

In response to the question from L. Derscheid, E. Seaver clarified that students seeking the Homeland Security certificate must be registered as regular students and go through the regular admission process in meeting the university’s admission criteria.

C. Snow made a motion, seconded by L. Derscheid, to receive the February 7, 2007, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.

E. Seaver also reported on the March 21, 2007, APASC meeting. In addition to an update on the new student information system, the committee approved the renewal of a limited admissions program, several catalog revisions referred from the Committee on the Undergraduate Curriculum, and a policy/catalog change relating to the concept around the declaration of a major. He explained that the current system allows a freshman or new transfer student to indicate an “intended” major at the time of application, and then when attending an orientation session, the student must complete a major declaration form. He explained that the change being made is that now when a student applies to the university, he/she may declare a major. If there is a limited admissions program in place, the student will then go into a pre-major. In answer to J. Stephen’s question, he answered that a student may still declare “undecided” as a declared major. M. Van Wienen noted that this is not a new system, only a different implementation of the procedure and advising system already in place. E. Seaver noted that it makes more sense to handle declaration of majors this way and will eliminate having to complete major change paperwork on newly admitted students once they are here. It will also be easier with the new student system to accomplish this task.

J. Corwin made a motion, seconded by L. Derscheid, to receive the March 21, 2007, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.
B. General Education Committee – J. Stephen

J. Stephen gave an overview of the March 22, 2007, meeting minutes of the General Education Committee. He pointed out that there was some interesting information presented to the committee from a guest speaker, Dr. Stephen Zerwas. He noted that faculty who are involved with completing general education submissions and resubmissions might find it beneficial to view a website (http://assessment.uncg.edu/niu) which contains general education materials.

J. Stephen made a motion, seconded by R. Beatty, to receive the March 22, 2007, minutes of the General Education Committee meeting. The motion carried.

C. Honors Committee – L. Derscheid

L. Derscheid reported that at the March 2, 2007, meeting of the University Honors Committee reports were received from the Director, Assistant Director, Program Coordinator and Vice Provost. Also, approval was given for an EYE grant proposal, an honors scholarship application was reviewed, and an update on the activities of the Honors Long Range Planning Committee was received. She noted that the Long Range Planning Committee now has in place five areas for goals which will center on current programs/experiences, funding support, space, expansion of departmental honors programs and an Honors College. The committee discussed how to promote the Honors Program and the context of how the program will fit in with the university’s strategic planning process and the ultimate goals of the university.

C. T. Lin asked if there was deadline for implementation of the goals. E. Seaver said that the Strategic Planning Task Force has begun to look at more specific initiatives and strategies with a time frame of three to five years being discussed. He indicated that more specific information will come forward after the next meeting of the Honors Long Range Planning Committee.

L. Derscheid made a motion, seconded by M. Van Wienen, to receive the March 2, 2007, minutes of the University Honors Committee meeting. The motion carried.

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

M. Van Wienen reported that at the February 5, 2007, meeting of the Committee on the Improvement of Undergraduate Education, the major piece of business was the awarding of the summer 2007 CIUE grants. Fifteen individuals were awarded grants this year with varied amount of funding. He encouraged committee members to be
sure that their colleagues were aware of this grant funding opportunity.

M. Van Wienen made a motion, seconded by L. Derscheid, to receive the February 5, 2007, minutes of the Committee on the Improvement of Undergraduate Education Committee meeting. The motion carried.

E. Committee on the Undergraduate Academic Environment – C. T. Lin

There was no report.

F. Committee on the Undergraduate Curriculum – R. Beatty

R. Beatty reported on the March 8, 2007, meeting of the Committee on the Undergraduate Curriculum Committee. He noted that departments are now doing a lot of cleanup wording, especially in prerequisites and grading.

J. Stephen questioned the removal of the math requirement for COMD in Rehabilitation Services. E. Seaver responded that the field is a very non-quantitative field, and the feeling was that the math would be taken care of by the core competency which would be sufficient.

J. Stephen also asked for clarification in the revised catalog language being submitted under the heading of “Visiting Students” related to the benefits that apply to the A.A. or A.S. degree or approved A.A.T. degree. He asked, if the community college compact is not necessarily applied to visiting students but if the student attended NIU for a semester or two previously and then returned to a community college, would the student then have community college compact benefits. E. Seaver said that in the forgiveness policy, they will.

M. Van Wienen asked if the change in the Department of Operations Management and Information Systems requirement of having to earn a grade of “C” or better in each course was debated at all. R. Beatty responded that the department felt that, in order to show competency in every field, a student should have at least an average grade through those classes. He noted that APASC did discuss and approve this change.

R. Beatty made a motion, seconded by L. Derscheid, to receive the March 8, 2007, minutes of the Committee on the Undergraduate Curriculum Committee meeting. The motion carried.

IV. Other Reports

A. University Assessment Panel
There was no report.

V. **Old Business**

A. **Date of UCC Retreat**

E. Seaver asked the committee to defer scheduling a UCC Retreat until the fall semester due to the full schedule of Provost Alden at this time.

VI. **New Business**

There was no new business.

VII. **Adjournment**

The meeting was adjourned at 1:53 p.m. The next UCC meeting is scheduled for Thursday, May 3, 2007, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,
Mollie Montgomery