Northern Illinois University
UNDERGRADUATE COORDINATING COUNCIL
155th Meeting
Thursday, February 7, 2008
Altgeld Hall 203

MINUTES

Approved

Present: A. Azad (EET), S. Conklin (HHS), D. Gorman (LAS), J. Hansen (BUS), B. Hart (VPA), J. Isabel (HHS), C. T. Lin (LAS), D. Shernoff (EDU), C. Snow (LIB), E. Wilkins (EDU)

Absent: R. Beatty (BUS), J. Corwin (LAS), A. Doederlein (LAS), W. Goldenberg (VPA), Amber Keyes (Student/LAS), M. Kostic (EET), C. Malecki (LAS), S. Ouellette (HHS), E. Phillips (Student/SA), E. Seaver (Vice Provost),

Guest: D. Smith, Catalog Editor/Curriculum Coordinator

I. Adoption of Agenda

A motion was made by D. Gorman, seconded by E. Wilkins, to approve the agenda. The motion carried.

II. Announcements

A. Approval of Minutes

Minutes of the December 13, 2007, Undergraduate Coordinating Council meeting were electronically approved.

B. Student Information System Update

There was no report.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

C. Snow asked committee members to independently read and review the November 28, 2007, minutes of the Admissions Policies and Academic Standards Committee. There was no discussion.

C. Snow made a motion, seconded by S. Conklin to receive the November 28, 2007, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.

B. General Education Committee
D. Gorman reported that at the January 17, 2008, General Education Committee meeting the committee spent some time discussing assessment and how to solve the issue of the lack of assessment data in the resubmissions. He said that the general sense of the committee is that the process should be very streamlined and simple. Suggestions to help resolve the issue included having better communication with the departments as to what kinds of assessment can be done and possibly hosting workshops each year for the departments formulating resubmissions.

D. Gorman reported that the committee also heard a presentation from guest speaker David Changnon, Chair of the Strategic Planning Task Force for Curricular Innovation. D. Changnon reported on the initiatives of the task force and the opportunity for the General Education Committee to work with the task force. He said one of the initiatives identified by the task force is to re-evaluate/rethink the current general education program. He noted that no major changes have been made in the program for almost twenty-five years. Changnon also asked any interested GEC members to provide input and work with the task force subgroup on this issue.

Committee members were also offered information on upcoming workshops on general education and were encouraged to participate.

D. Gorman made a motion, seconded by J. Hansen, to receive the January 17, 2008, minutes of the General Education Committee meeting. The motion carried.

C. Honors Committee

J. Hansen reported that the Honors Committee was provided information as to the selection process for a new director of the University Honors Program as Michael Martin, Director, will be retiring at the end of June 2008. The search will be both internal and external, and there will be three representatives from the Honors Committee serving on the search committee.

He also reported that the Honors Committee is trying to take more of a strategic approach and focus on more pertinent issues. He said the committee will be forming two subcommittees, the first of which will involve students. Two goals of these groups will be to find out what the students’ perceptions of the honors program are and what can be done to improve the program. Three focus group sessions have been scheduled for February 18, 19, and 25, 2008. The second subcommittee will be a faculty subcommittee which will be charged with developing a faculty summer grant program which faculty may use for developing courses for the honors program. This subcommittee will also be responsible for seeking funding for the grants and evaluating the grant proposals submitted.
J. Hansen also reported on the special session meeting of University Honors Committee on December 7, 2007. He said the sole function of this meeting was to approve the University Honors Program Strategic Plan. He said that the strategic goals were approved as well as the mission and vision statements. He noted that, although the content of the value statements was accepted, there are some minor revisions being made with respect to the language of the value statements.

J. Hansen made a motion, seconded by C. Snow, to receive the November 30, 2007, and the December 7, 2007, minutes of the University Honors Committee meetings. The motion carried.

D. Committee on the Improvement of Undergraduate Education

There was no report.

E. Committee on the Undergraduate Academic Environment

C. T. Lin reported that at the Committee on the Undergraduate Academic Environment November 13th meeting the committee received a follow-up report from Bob Albanese, Associate Vice President for Finance and Facilities, to his 2006-2007 report to the committee. Dr. Albanese gave the committee an overview of projects completed over the summer 2007 and described upcoming capital improvement projects scheduled for 2008. In addition, the committee also heard a report from Melissa Lenczewski on the Task Force on Student Success and discussed a concern expressed by a committee member with regard to a possible “Safety Net” gap encountered during the process of assisting a student in acquiring immediate professional counseling help.

C. T. Lin made a motion, seconded by E. Wilkins, to receive the November 13, 2007, minutes of the Committee on the Undergraduate Academic Environment Committee meeting. The motion carried.

F. Committee on the Undergraduate Curriculum

There was no report.

IV. Other Reports

A. University Assessment Panel

C. Snow reported on the December 7, 2007, meeting of the University Assessment Panel meeting. He noted that the committee reviewed several status reports and approved a funding request for the Latino Resource Center. An overview of the proposed changes to the alumni survey was
presented. He said that the committee will discuss the proposed changes at the next meeting.

C. Snow made a motion, seconded by S. Conklin, to receive the December 7, 2007, notes of the University Assessment Panel meeting. The motion carried.

B. Task Force on Curricular Innovation

(See General Education Committee report.)

C. Task Force on Student Success

(See Committee on the Undergraduate Academic Environment committee report.)

V. Old Business

There was no old business.

VI. New Business

There was no new business.

VII. Adjournment

The meeting was adjourned at 1:39 p.m. The next UCC meeting is scheduled for Thursday, March 6, 2008, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,
Mollie Montgomery