Northern Illinois University  
UNDERGRADUATE COORDINATING COUNCIL  
156th Meeting  
Thursday, March 6, 2008  
Altgeld Hall 203  

MINUTES  

Approved  

Present:  A. Azad (EET), B. Broughton (Student/LAS), S. Conklin (HHS), J. Corwin (LAS), D. Gorman (LAS), J. Hansen (BUS), B. Hart (VPA), J. Isabel (HHS), M. Kostic (EET), C. Malecki (LAS), S. Ouellette (HHS), E. Seaver (Vice Provost), C. Snow (LIB), E. Wilkins (EDU)  

Absent:  D. Ballantine (LAS/Substitute for J. Stephen), R. Beatty (BUS), A. Doederlein (LAS), W. Goldenberg (VPA), E. Phillips (Student/SA), D. Shernoff (EDU)  

Guest:  D. Smith, Catalog Editor/Curriculum Coordinator  

I. Adoption of Agenda  

A motion was made by E. Seaver, seconded by C. Snow, to approve the agenda.  The motion carried.  

II. Announcements  

A. Approval of Minutes  

A motion was made by C. Snow, seconded by D. Gorman, to approve the minutes of the February 7, 2008, Undergraduate Coordinating Council meeting.  The motion carried.  

B. Student Information System Update  

E. Seaver reported that students will begin to enroll through the new student information system on April 7, 2008.  Student records for former students, current students and new students are now entered into the new system.  He said that academic advising training will begin the week of March 10, 2008, followed by faculty training of those individuals who are not doing advising.  J. Corwin noted that many training sessions had been scheduled during the week of spring break when most faculty are not on campus.  E. Seaver said that there would be ample additional training sessions available for those individuals unable to attend their designated sessions.  He suggested that individuals respond back to the meeting notification and ask to be rescheduled.
III. **Reports/Minutes from Standing Committees**

**A. Admissions Policies and Academic Standards Committee**

There was no report.

**B. General Education Committee**

There was no report.

**C. Honors Committee**

J. Hansen reported on the February 8, 2008, University Honors Committee meeting. Staff reports were heard as well as a report from the Student Focus Group, one of the newly formed subcommittees. He noted that focus group sessions which had originally been scheduled for February are being rescheduled for the latter part of March. The committee also approved two Enhance Your Education (EYE) grant proposals.

> J. Hansen made a motion, seconded by J. Corwin, to receive the February 8, 2008, minutes of the University Honors Committee meeting. **The motion carried.**

**D. Committee on the Improvement of Undergraduate Education**

There was no report.

**E. Committee on the Undergraduate Academic Environment**

There was no report.

**F. Committee on the Undergraduate Curriculum**

E. Seaver asked UCC members to individually review the minutes of the February 14, 2008, Committee on the Undergraduate Curriculum meeting. E. Seaver mentioned that several catalog changes were approved as well as a revision to the Academic Policies and Procedures Manual (APPM) regarding the effective dates for the offering of new courses and programs.

S. Conklin asked whether the math prerequisite issue relating to PHHE 455, Public Health Epidemiology, which was tabled by APASC, had been resolved. D. Smith noted that CUC approved the revision, pending APASC approval. E. Seaver will follow-up to see if this has been addressed by APASC.

> S. Ouellette made a motion, seconded by C. Malecki, to receive the February 14, 2008, minutes of the
Committee on the Undergraduate Curriculum meeting.
The motion carried.

IV. Other Reports

A. University Assessment Panel

There was no report.

B. Task Forces on Curricular Innovation and Student Success

E. Seaver reported that the two task forces will meet two full days during spring break week. Provost Alden spoke to the task forces to clarify several issues, and in light of the recent campus situation, one of the major areas of discussion was redefining the roles of the task forces as they relate to the strategic plan.

E. Seaver reported that the groups are continuing to move forward and are working with individuals who have submitted concept papers. Some thematic discussions have been held in efforts to encourage people to work together where there are some common themes in order to generate larger types of projects. He said that all of the meeting minutes and related information are available on the NIU strategic planning website. He noted that some of the deadlines originally set for new concept papers and new strategic initiatives may be moved back further into April to allow for more time for developing a report.

V. Old Business

There was no old business.

VI. New Business

There was no new business.

VII. Adjournment

The meeting was adjourned at 1:25 p.m. The next UCC meeting is scheduled for Thursday, April 3, 2008, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,
Mollie Montgomery