Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL

158th Meeting
Thursday, May 1, 2008
Altgeld Hall 203

MINUTES

Approved

Present: R. Beatty (BUS), B. Broughton (Student/LAS), S. Conklin (HHS), W. Goldenberg (VPA), D. Gorman (LAS), J. Hansen (BUS), R. Kilaparti (EET), S. Ouellette (HHS), E. Seaver (Vice Provost), D. Shernoff (EDU), C. Snow (LIB), E. Wilkins (EDU)

Absent: D. Ballantine (LAS), J. Corwin (LAS), A. Doederlein (LAS), B. Hart (VPA), J. Isabel (HHS), M. Kostic (EET), C. Malecki (LAS), E. Phillips (Student/SA)

Guest: D. Smith, Catalog Editor/Curriculum Coordinator

I. Adoption of Agenda

A motion was made by S. Conklin, seconded by S. Ouellette, to approve the agenda. The motion carried.

II. Announcements

A. Approval of Minutes

Minutes of the April 3, 2008, 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

E. Seaver reported that at the last meeting of APASC, the committee accepted the recommendation sent back to them from UCC for a wording revision (deletion of the word “all”) relating to proposed catalog language under the “Transfer of D’s” section in the March 5, 2008, APASC minutes.
W. Goldenberg reported on the April 2, 2008, APASC meeting. He said that the committee received updates on the new system information system, approved a course revision for PHHE 455, approved a catalog change for the major in Clinical/Medical Laboratory Technicians, and approved changing the undergraduate catalog expiration from five to six years.

A proposed catalog change from the Department of Allied Health and Communicative Disorders, under the heading of General Information in Major in Health Sciences, was tabled for further clarification.

The proposed catalog wording addition to “Repeating a Course – Third Attempt Policy” was referred back to the Advising Deans for clarification and explanation of specifically what would be accomplished by adding the proposed language. E. Seaver explained that this is a PeopleSoft issue. He said that in the past, two signatures were required on the approval form, and, in the new system, only one person has the authority to give the approval, so, the concern is who would have the approval right.

The committee also tabled three requests for limited admission from the College of Health and Human Sciences as well as the item of Double Major/Double Degree. E. Seaver commented that, in light of information that has been presented and discussed at the Strategic Planning Task Force on Student Success, there has been discussion on what is and should be APASC’s role in working with limited admission programs. He said that the concern that has evolved is with what information APASC should be asking of the departments that come forward with limited admission programs – such as what will the impact be on students. He explained further that once a “bar” is placed for limited admission, some students are not going to get into the program, and, then, from a retention standpoint, what is going to happen to those students. Thus, in fairness to those HHS programs recently submitted, APASC felt that more time was needed to talk about the process and the kinds of questions that needed to be addressed.

W. Goldenberg made a motion, seconded by R. Beatty, to receive the April 2, 2008, minutes of the Admissions Polices and Academic Standards Committee meeting. The motion carried.

B. General Education Committee

D. Gorman reported on the March 27, 2008, and April 17, 2008, meetings of the General Education Committee. He reported that discussions at both meetings centered on the rethinking of the general education program. A team of individuals will be attending the AACU institute on General Education on May 30-June 4, 2008, where team members will learn more about other institutions’ general education programs and, hopefully, bring back a strategy for engaging NIU’s faculty and students in discussions about general education. He also noted that Greg Long volunteered to serve as Chair of the General Education Committee for 2008-2009.

D. Gorman made a motion, seconded by R. Beatty, to receive the March 27, 2008, and the April 17, 2008, minutes of the General Education Committee meetings. The motion carried.

C. Honors Committee
J. Hansen reported that at the April 4, 2008, Honors Committee meeting, the committee discussed the outcomes of two of the student focus groups. He noted that the report showed the satisfaction level is quite high, and the Honors Program is very important to students, although there were numerous improvement areas listed by each group. The committee also approved the rewritten version of the Values Statement portion of the Honors Program Strategic Plan as well as approved one EYE grant proposal.

J. Hansen also reported that the search for a new Honors Program Director has been put on hold due to discussions being held by the Strategic Planning Task Force on Curriculum Innovation and its desire to have the position description written in accordance with the task force’s position. E. Seaver added that an Interim Director will be appointed to serve through the summer, and a search for the new Honors Director will be conducted once the strategic planning task force final recommendations have been made to the President and Provost. He noted that the description of the type of person desired for the Honors Director may change depending on the recommendations made by the task force.

J. Hansen made a motion, seconded by B. Wilkins, to receive the April 4, 2008, minutes of the University Honors Committee meeting. The motion carried.

D. Committee on the Improvement of Undergraduate Education

E. Seaver reported on the March 17, 2008, and the April 7, 2008, meetings of the Committee on the Improvement of Undergraduate Education. The committee approved funding for CIUE grant proposals and determined the Excellence in Undergraduate Teaching and Instruction awards and reviewed and re-evaluated the process and rubric used in the award selection process.

E. Seaver made a motion, seconded by S. Ouellette, to receive the March 17, 2008, and the April 7, 2008, minutes of the Committee on the Improvement of Undergraduate Education Committee meetings. The motion carried.

E. Committee on the Undergraduate Academic Environment

E. Seaver reported on behalf of Jeanne Isabel on the February 12, 2008, meeting of the Committee on the Undergraduate Academic Environment. The committee heard three guest speakers: 1) David Changnon, Chair, Strategic Planning Task Force on Curricular Innovation; 2) Brian Brim, Project Manager, MyNIU Student Information System; and 3) Cindy Phillips, Director, NIU Telecommunications.

E. Seaver made a motion, seconded by R. Beatty, to receive the February 12, 2008, minutes of the Committee on the Undergraduate Academic Environment Committee meeting. The motion carried.

F. Committee on the Undergraduate Curriculum

R. Beatty reported that the Committee on the Undergraduate Curriculum meeting on April 10, 2008, consisted of approval of several catalog changes and discussion of contract majors and the purpose of evaluating contract majors.
R. Beatty made a motion, seconded by B. Wilkins, to receive the April 10, 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 strategic planning task forces are meeting with President Peters and Provost Alden on May 2, 2008, to present the results and recommendations of the task forces. The results will also be presented to the Council of Deans later in May. This will bring to a close the work of the task forces. He also noted that various versions of the report are posted on the NIU strategic planning website.

V. Old Business

A. APASC Catalog Wording Revision Recommendation (Transfer of D Grades) (APASC March 5, 2008 Minutes)

(Refer to Section III. Reports of Standing Committees, Section A. Admissions Policies and Academic Standards Committee report.)

B. UCC Representative to University Assessment Panel

Selection of a UCC representative to the University Assessment Panel was postponed until the first UCC meeting of fall 2008.

VI. New Business

A. Selection of UCC Faculty Chair for 2008-2009

Selection of a UCC Faculty Chair for 2008-2009 was postponed until the first UCC meeting of fall 2008.

VII. Adjournment

The meeting was adjourned at 1:35 p.m.

The next UCC meeting is scheduled for Thursday, September 4, 2008, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,

Mollie Montgomery