Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL
163rd Meeting
Thursday, February 5, 2009
Altgeld Hall 203

MINUTES

Approved

Present: A. Azad (EET), T. Chinn (Student/LAS), A. Doederlein (LAS), W. Goldenberg, (VPA), D. Gorman (LAS), B. Hart (VPA), B. Henry (HHS), Isabel (HHS), S. Johnston-Rodriguez (EDU), C. Jones (LAS), C. T. Lin (LAS), C. Malecki (LAS), K. Mantzke (BUS), S. Morris (HHS), E. Seaver (Vice Provost), D. Shernoff (EDU), C. Snow (LIB)

Absent: M. Kostic (EET), S. Lally (Student/EDU), J. Stephen (LAS), J. Tharnstrom (Student/SA),

Guest: D. Smith, Catalog Editor/Curriculum Coordinator

I. Adoption of Agenda

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

II. Announcements

A. Approval of Minutes

Minutes of the December 4, 2008, UCC meeting were electronically approved.

B. Member Introductions

As there were several new members to the committee, E. Seaver asked committee members to introduce themselves and state the college they represent.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

W. Goldenberg reported that at the November 12, 2008, APASC meeting a subcommittee was formed to develop criteria and questions to be addressed during the limited admission process. In addition, the committee reviewed and approved several curricular items referred from the Committee on the Undergraduate Curriculum. He pointed out that one item, a "gate" course, from the College of Health and Human Sciences, was a limited admission issue and was referred back to the college for clarification.
He also reported that the committee discussed and tabled an item involving catalog language regarding 66 hours of transfer credit from community college course work. He explained that students often times transfer to NIU with more than 66 hours of coursework, and, when seeing all of the transfer credit on their transcripts, students may become confused and think that all of the transfer credit hours will count towards graduation. He pointed out that only 66 hours will actually count, and students must still take the appropriate number of credit hours at NIU. He added that there is also a question about which 66 hours will count. The committee tabled this issue for further discussion.

W. Goldenberg made a motion, seconded by D. Gorman, to receive the November 12, 2008, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.

W. Goldenberg reported that at the December 10, 2008, APASC meeting, the committee approved revised language for both the limited admission and limited retention procedures. J. Isabel asked when departments will have to address the new questions that have been included. E. Seaver answered that, if a program has either limited admission or limited retention, this will come forward as part of the program review process. He explained that there was a concern expressed by the APASC committee as to what was happening to students who do not meet the limited admission/limited retention requirement: He noted that APASC was not opposed to programs having limited admission or limited retention, however, there has been increased concern as to which students are being impacted and what kind of assistance is being provided for those students not meeting the requirements. The committee felt that it was important to have these questions included in the procedures for departments to address before the renewal requests came forward.

W. Goldenberg also reported that the committee reviewed and discussed proposed catalog language regarding emergency volunteer workers. He said that, due to an audit find, the government is requiring that language relating to emergency volunteer workers be included in the catalogs. This item was tabled for further discussion.

W. Goldenberg made a motion, seconded by D. Gorman, to receive the December 10, 2008, minutes of the Admissions Policies and Academic Standards Committee meeting. The motion carried.

B. General Education Committee

D. Gorman reported on the November 20, 2008, General Education Committee meeting. He reported that the committee received an update on the Baccalaureate Review progress. He said that, beginning in January, the Baccalaureate Review Task Force will begin gathering input from the campus community via a survey and focus groups. E. Seaver explained that this will be a campus wide effort throughout the spring semester for the purpose of gathering data from the NIU community as to what they think the goals of the baccalaureate degree at NIU should be. Focus groups will be conducted with many constituency groups, including administrators, faculty, staff, students, alumni, and employer groups. Data will be gathered throughout the spring semester, and, during the summer, a report will be prepared incorporating all the data compiled related to what goals are being articulated. The intent is that these goals will be started through the curricular review process for approval during the fall 2009 semester. The following spring of 2010 will serve as a “fit gap” analysis time for general education, departments, and majors to review the goals and determine how they measure up to them. He added that a website has been developed for the Baccalaureate Review, and the timelines are posted on the website.
D. Gorman also reported that GEC members gave reports on general education information they had compiled from websites of comparable universities to NIU. He explained that, from all of the information gathered, the committee will compile a list of possible ideas and facts that NIU could learn from when looking at general education reform. In addition, the committee heard and discussed a report from Mark Van Overbeke on issues facing universities undergoing significant curricular change and general education reform.

C. T. Lin asked if there was a reason that international institutions were not also being looked at for information in addition to institutions in the United States. He pointed out that it might be beneficial to incorporate some ideas from other countries that have also undergone this kind of review in order to make a transformation to a more global type of education. E. Seaver commented that one of the aims of this review does incorporate global preparation for a global society. He noted that Project LEAP (through the American Association of Colleges and Universities) has a set of liberal general education goals which have been established by approximately 400 institutions in which global diversity is incorporated as a cornerstone.

T. Chinn asked if C. T. Lin’s reference to global preparation was in reference to preparing students to be more globally aware/more able to participate in a global world or in reference to comparing American education to Europe or Asian education. C. T. Lin clarified that he was referring more to multi-language types of training and the way in which general education is taught as compared to the United States.

D. Gorman made a motion, seconded by C. Snow, to receive the November 20, 2008, minutes of the General Education Committee meeting. The motion carried.

C. Honors Committee

There was no report. However, E. Seaver reported that, while the search for a new director is underway, Dr. Nancy Castle is serving as Interim Director. The search process is moving forward, and the review of applications is in progress. It is hoped that a new director will be identified by the upcoming summer.

D. Committee on the Improvement of Undergraduate Education

There was no report.

E. Committee on the Undergraduate Academic Environment

J. Isabel reported on the November 11, 2008, meeting of the CUAE Committee. She noted that the committee discussed and approved a revision to the Undergraduate Special Opportunities in Artistry and Research (USOAR) guidelines and heard an update on campus improvements from Bob Albanese, Associate Vice President, Finance and Facilities Operations.

S. Morris asked for additional information about the campus beautification project opportunity which is being developed for departments, donors, alumni, etc., to sponsor the planting of a tree, purchasing of a bench, etc. It was recommended that she contact Bob Albanese directly for more details about this new opportunity.
C. T. Lin commented that it seems that parking has become more of an issue since the chiller plant has been under construction. He said that many parking spots have been removed, resulting in many faculty members having difficulty in finding parking. E. Seaver agreed that parking seems to be a much larger issue this year; he commented that other campus groups have also had discussions about the parking situation.

**J. Isabel made a motion, seconded by C. Malecki, to receive the November 11, 2008, minutes of the Committee on the Undergraduate Academic Environment meeting. The motion carried.**

**F. Committee on the Undergraduate Curriculum**

There was no report.

**IV. Other Reports**

A. **University Assessment Panel**

There was no report. However, S. Morris reminded the group about the Assessment Expo which will be held on February 20, 2009, from 8:30 a.m. until noon in the Holmes Student Center Sky Room. The Expo will offer round table discussions on innovative technology, multiple measures, and the use of rubrics and will showcase ten outstanding NIU assessment practices from 2008–2009.

**V. Old Business**

A. **Selection of Student Representative to the University Assessment Panel**

Selection of a student representative to the University Assessment Panel was tabled.

**VI. New Business**

A. **Selection of Faculty Representative to the University Honors Committee**

E. Seaver asked for a volunteer to serve as UCC faculty representative to the University Honors Committee for the spring 2009 semester. Cason Snow volunteered to serve if his schedule was workable with the Honors Committee meeting schedule. He will check his schedule and let E. Seaver know. Chris Jones offered to serve as alternate representative.

**VII. Adjournment**

The meeting was adjourned at 1:45 p.m.

The next UCC meeting is scheduled for Thursday, March 5, 2009, beginning at 1:00 p.m., in Altgeld Hall 203.

*Respectfully submitted,*
*Mollie Montgomery*