Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL
177th Meeting
Thursday, November 4, 2010
Altgeld Hall 203

MINUTES
Approved

Present:  W. Baker (LAS), D. Ballantine (LAS), D. Changnon (Acting Associate Vice Provost), V. Demir (EET), W. Goldenberg (VPA), B. Henry (HHS), C. Jones (LAS), M. Lilly (LAS), N. Lindvall (Student/Honors), K. Mantzke (BUS), S. Morris (HHS), O. Najjar (LAS), J. Price (Student/LAS), E. Reeves (Student/LAS), G. Schlabach (EDU), S. Wallace (EDU)

Absent:  A. Azad (EET), G. Nicolosi (BUS), H. Schwartz (HHS), C. Snow (LIB), P. Stoddard (LAS)

Guest:  Greg Long, Co-Chair, Baccalaureate Review Task Force
        D. Smith, Catalog Editor/Curriculum Coordinator

I. Adoption of Agenda

A motion was made by K. Mantzke, seconded by S. Wallace, to approve the agenda. The motion carried.

II. Announcements

A. Approval of Minutes

A motion was made C. Jones seconded by D. Ballantine, to approve the minutes of the October 7, 2010, Undergraduate Coordinating Council meeting. The motion carried.

B. Introductions

Changnon welcomed and introduced Evan Reeves, student representative from the College of Liberal Arts and Sciences.

Changnon also introduced Greg Long, Co-Chair, Baccalaureate Review Task Force, noting that Long was in attendance to respond to questions that may arise related to the Baccalaureate Review purpose statement, goal definitions and learning outcomes document which was included as part of the minutes of the Committee on the Undergraduate Curriculum meeting of October 14, 2010.
III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

There was no report.

B. Committee on the Improvement of Undergraduate Education

There was no report, however, Changnon announced that the 2010-2011 CIUE Grant application forms and Excellence in Undergraduate Teaching and Instruction Award nomination forms are now available online.

C. Committee on the Undergraduate Academic Environment

Schlabach reported on the September 14, 2010, CUAE meeting noting that the committee discussed and approved the guidelines for the Undergraduate Special Opportunities in Artistry and Research (USOAR). In addition, the committee heard a report from the Ombudsman in which discussion evolved around the topics of campus climate and religion/spirituality. The CUAE committee members felt that further discussion on the issue of spirituality with relation to the campus climate was warranted, so, this topic will be carried over to the agenda for the next meeting.

G. Schlabach made a motion, seconded by K. Mantzke, to receive the September 14, 2010, minutes of the Committee on the Undergraduate Academic Environment meeting. The motion carried.

D. Committee on the Undergraduate Curriculum

Wallace reported on the October 14, 2010, meeting of the Committee on the Undergraduate Curriculum. He reported that the committee approved numerous course proposals and curricular revisions. The committee also discussed at length the UNIV 198 item that had been sent back to the CUC by the Undergraduate Coordinating Council. As there were numerous concerns raised regarding UNIV 198 course, the committee agreed that this item should be revisited at the next meeting. Changnon announced, however, that, since the CUC met on October 14th, the UNIV 198 course proposal has been withdrawn due to the issues and concerns brought forward. Wallace asked if this would effect the Themed Learning Communities. Changnon responded that the Themed Learning Communities are a separate entity and will continue to be developed through the efforts of the Coordinator for Engaged Learning, Julia Spears.
Wallace went on to report that the CUC also discussed and approved the Baccalaureate Review Task Force Proposed Purpose Statement, Goal Definitions, and Learning Outcomes. He commented that the document was received quite well by CUC, and the next steps will involve looking at how this will be mapped into the curriculum and how outcomes will be assessed.

In other business, Wallace said that the committee also discussed and is looking at developing documentation for colleges to use to consult with departments in other colleges regarding capacity when proposing course changes. D. Ballantine asked if it was not already a routine procedure for colleges/departments to include a statement on impact when proposing new programs or revisions. Changnon commented that not every college requires this as part of the curricular process, however, the non-duplication policy is a university-wide procedure.

S. Wallace made a motion, seconded by D. Ballantine, to receive the October 14, 2010, minutes of the Committee on the Undergraduate Curriculum meeting. The motion carried.

E. General Education Committee

Changnon provided an overview of the September 23, 2010, General Education Committee meeting reporting that the committee discussed issues related to developing a general education assessment plan, updating the resubmission process, revising the resubmission rubric, the need for a General Education Coordinator, the need for general education committee working rules, and the need for an active general education website.

Ballantine asked if the implementation of the new Baccalaureate Review goals would have an impact on the submission of general education courses in the near future. Changnon responded that any changes that occur to the learning outcomes that already exist in the general education program will probably not be made and accepted earlier than within one year. G. Long added that the General Education Committee is trying to modify the procedure and revise submission forms so that the resubmission application is significantly simplified and more straightforward.

Wallace asked if, with changing some of the goals and procedures, consideration or impact had been considered with regard to professional certification, which is a critical component to the College of Education. Long responded that the next steps
in the process will be to initiate discussions on how to develop an oversight structure to best coordinate issues such as this.

A discussion followed relative to the issues of what information would be provided on the general education website for both students and faculty and how much general education students are required or need to take, especially with relation to non-traditional students and/or students who are military veterans. Changnon commented that it will be important to identify, as general education is looked at over the next couple of years, what the overall goals and skills are that NIU wants its students to have when they graduate.

Changnon thanked Greg Long for attending the meeting, answering questions, and providing input.

K. Mantzke made a motion, seconded by E. Reeves, to receive the September 23, 2010, minutes of the General Education Committee meeting. The motion was carried.

F. Honors Committee

There was no report.

IV. Other Reports

A. University Assessment Panel

There was no report, however, Changnon noted that an assessment workshop was held on October 15th. Morris reported that the workshop was well attended and quite helpful.

V. Old Business

A. Academic Integrity Ad Hoc Committee Update

Changnon reported that two representatives of the Admissions Policies and Academic Standards Committee, Mary Pritchard and David Wade, were selected at the October 13, 2010, APASC meeting to serve along with Paul Stoddard and Orayb Najjar of UCC on the subcommittee formed to develop academic integrity language
that would be acceptable to both bodies. A report will be provided at the December UCC meeting.

VI. New Business

There was no new business.

VII. Adjournment

The meeting was adjourned at 2:05 p.m.

The next UCC meeting is scheduled for Thursday, December 9, 2010, beginning at 1:00 p.m. in Altgeld Hall 203.

Respectfully submitted,
Mollie Montgomery