I. Adoption of Agenda

M. Shokrani made a motion to adopt the agenda, seconded by M. Konen. **Motion passed unanimously.**

II. Approval of minutes from November 5, 2015 meeting

M. Shokrani made a motion to approve the minutes from the November 5, 2015 meeting, seconded by A. Ferguson. **Motion passed unanimously.**

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

Johns reported that there was a change to increase the number of hours required in a single department from 50 to 60 hours; that wasn’t controversial. The main topic was the repeat policy. He said a number of ideas were discussed – why are students who receive an F at NIU are allowed to repeat the course outside of NIU but D grades are only repeatable at NIU. No quantitative data was provided for the numbers of individuals affected by this rule. The one thing that was approved in the repeat policy was to count the highest attempt instead of the last attempt.

A motion was made by R. Johns, seconded by M. Shokrani to receive the October 14, 2015 minutes of APASC. **Motion passed unanimously.**
R. Johns reported on the November 11, 2015 meeting of APASC. They approved a change in wording for the repeat policy, section on Repeated Courses in Transfer – changed the language from D or F to below a C.

Johns said they discussed the requirements of accelerated programs to allow undergraduates to enroll in more than 6 hours of graduate course credit. The department offering the accelerated program will grant approval instead of the student needing instructor and Graduate School Dean approvals for each course enrollment.

Johns reported that the committee approved the writing infused courses catalog language. He stated that everyone is in favor of additional writing in the curriculum. In addition, the Writing Center will be receiving additional resources to assist with the implementation of this requirement.

A motion was made by R. Johns to receive the November 11, 2015 APASC minutes, seconded by M. Shokrani. **Motion passed unanimously.**

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

A Ferguson reported that E. Klonoski attended their meeting and talked about the PLUS curriculum and Pathways. He also talked about the transcript notation of co-curricular activities as well as the writing infused course requirement.

She indicated they reviewed the nomination forms for the Excellence in Undergraduate Instructor and Teaching awards. They reviewed the rubric; there was some discussion about how some categories seemed arbitrary, however after further discussion – it was decided that as long as committee members ranked applications consistently the results would not be impacted. The committee did agree to change the language regarding student representation so that it be broadly representative of departmental programs.

A Ferguson made a motion, seconded by M. Shokrani to receive the minutes from the October 12, 2015 CIUE meeting. **Motion passed unanimously.**

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

R. Johns asked about the decline in UNIV enrollment. E. Klonoski explained there is a direct correlation between that and the decline in orientation numbers approximately 20%. He added that transfer enrollment in 201 was more greatly impacted due to not having access to the transfer students at their orientation.

A motion to receive the minutes from the October 13, 2015 CUAE was made by P. Braun, seconded by R. Johns. **Motion passed unanimously.**
D. Committee on Undergraduate Curriculum

G. Aase highlighted the meeting. He said the College of Business is looking at some business analytics courses that lead into a new minor. The OMIS department is leading the way. Department of Management has a couple of new courses that lead into a new emphasis in entrepreneurship and social responsibility. In the College of Education, in Technology and KNPE there were a couple new courses for some pathways. In Engineering, the topic discussed the most was the accelerated programs expediting the path from bachelors to masters programs. Health & Human Sciences will be separating Nursing and Health Studies, which had been combined for efficiencies a few years back. In LA&S there were new courses in several departments. LAS #5 includes the accelerated program with Foreign Languages and Law. In the College of Visual and Performing Arts, ARTE 109 - there was some discussion about wording and some possible duplication issues. Klonoski indicated that the GEC member Polansky (from Statistics) had raised the duplication issue. Birberick pointed out that one of the procedures when offering a new course or when substantive revisions are made to an existing course is to verify non-duplication with current courses across the university. She wants to make sure that Statistics is satisfied that there isn't duplication. R. Johns said he agreed that Statistics should be able to comment on the potential duplication.

G. Aase made a motion, seconded by M. Konen to receive the CUC minutes from November 12, 2015 with the exception of ARTE 109 which is tabled until the January meeting.

E. General Education Committee

No minutes to receive.

F. University Honors Committee

M. Shokrani reported that program prioritization was a discussion topic. They have developed some subcommittees to address various issues that need to be completed. There were various reports that were given. Honors STEMfest and other programs such as Academic decathlon were also discussed.

He mentioned that the Honors program is using Huskie Links for events that are being offered. The Honors program also has a new website. He said that there was a subcommittee working on the student handbook, which lays out the expectations for the Honor program, etc. Shokrani is involved with Honors Faculty Status subcommittee - they have met and are reviewing the past discussions about the subject. There are still
a lot of unanswered questions to go over. And lastly he mentioned outreach to community colleges, specifically College of DuPage.

A motion was made by M. Konen, seconded by M. Shokrani to receive the October 2, 2015 Honors minutes. **Motion passed unanimously.**

**IV. Other Reports**

A. **University Assessment Panel**

M. Ayers reported that several status reports were reviewed. They also reviewed some assessment funding requests.

**V. Old Business**

N/A

**VI. New Business**

Birberick indicated that there are multiple matters that will coming through the curricular process and will need approval beyond this committee so having a January meeting would allow the process to move forward. Birberick suggested Thursday, January 14, 2016 and committee members agreed. The meeting time will be from 1:00-3:00 p.m.

**VII. Adjournment**

P. Braun made a motion, seconded by M. Shokrani to adjourn @ 2:02 p.m. **Motion passed unanimously.**

Respectfully submitted,

Jeanne Ratfield  
Administrative Assistant  
Office of the Provost