

Minutes of the  
NIU Board of Trustees  
**ACADEMIC AFFAIRS, STUDENT AFFAIRS  
AND PERSONNEL COMMITTEE**  
March 3, 2005

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 11:03 a.m. in the Board of Trustees Room, 315 Altgeld Hall. Acting Recording Secretary Barbara Rice conducted a roll call of Trustees. Members present were Trustee Barbara Giorgi Vella, Student Trustee Eric Johnson and Chair Boey. Also present were Committee Liaison Ivan Legg, President John Peters and Board Parliamentarian Kenneth Davidson. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act notification compliance was given by Board Parliamentarian Ken Davidson.

**MEETING AGENDA APPROVAL**

Trustee Vella made a motion to approve the agenda. It was seconded by Student Trustee Johnson. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Student Trustee Johnson and seconded by Trustee Vella to approve the minutes of the September 1, 2004 meeting. The motion was approved.

**CHAIR'S COMMENTS**

On today's agenda, Chair Boey said, we have five items that will be presented for action and two for information. The March meeting of this Committee is of particular importance for faculty. This is the time of the year that the Board acts on recommendations for faculty and supportive professional staff sabbatical leaves for 2005-06. The four programmatic issues on the agenda include a request for off-campus degree authority, a request for new specializations, a request for a new minor, and a request to delete an emphasis and a specialization. Information items include the Oral English Proficiency Annual Report for the 2003-04 Academic Year, which provides information on NIU's procedures for ensuring that those who teach in classrooms are proficient in spoken English. The last information item is the Annual IBHE Report on Underrepresented Groups for the 2003-04 Academic Year.

I would now like to recognize the representatives of the University Advisory Committee: Professor Joseph "Buck" Stephen and Professor Ferald Bryan. Welcome, we look forward to working with both of you throughout the year.

**PUBLIC COMMENT**

The Chair asked Board Parliamentarian Kenneth Davidson if any members of the public had registered a written request to address the Board in accordance with state law and the Board of Trustees Bylaws. Mr. Davidson noted that no timely requests for public comment had been received.

## UNIVERSITY REPORT

### **Agenda Item 7.a. – Recommendations for Faculty and Supportive Professional Staff Sabbatical Leaves for the 2005-2006 Academic Year**

The first item in our report is the annual recommendation for faculty and supportive professional staff sabbaticals, Provost Legg said. Again, I want to underline how important this sabbatical program is to the university's success. It underlines and reinforces the scholarly activities of our faculty and others and how it relates to our teaching mission. As it is required by the sabbatical leave program, I have always had the opportunity to read and summarize the reports that I receive from people who have had sabbaticals. As one who had had a sabbatical, I know how powerful they are in enhancing the educational mission of a university. I endorse the fact that we have had 48 people this year who were approved by my committee to have sabbatical leaves as outlined in your agenda. I move at this time that the Academic Affairs, Student Affairs and Personnel Committee endorse the university's decision to grant the above sabbatical leaves for 2005-2006 and ask that the President forward them by means of the President's Report to the Board of Trustees for approval at the next meeting of the Board.

Trustee Vella recalled that the Board had received reports from faculty after returning from sabbatical leave in the past. She said that she had really enjoyed and appreciated them and asked if a short presentation could be made in the next year or so. Provost Legg said that a report would be scheduled for sometime in the coming year. Chair Boey said that he agreed with Trustee Vella and always enjoyed the reports as well. Every year when I come to this subject, the Chair said, I always comment that this is probably one of the least understood items for people outside the university. Sabbatical leave seems to carry all sorts of wrong implications. They do not seem to understand that, as the Provost said, these are the times that really dig deep into your thought process and allow that kind of quality time.

Briefly, Chair Boey said, I would like to revisit the qualifications for sabbatical leaves. It takes six years of teaching time before a faculty or staff member is allowed to take a sabbatical leave. Some faculty members take one semester while others take two, but they only receive one semester of pay. If they take two semesters, it would be up to the faculty member to get grants to supplement or support the additional semester.

Chair Boey asked for a motion to approve the Recommendations for Faculty and Supportive Professional Staff Sabbatical Leaves for the 2005-2006 Academic Year. Trustee Vella so moved, seconded by Student Trustee Johnson. The motion was approved.

### **Agenda Item 7.b. – Request for Degree Authority at Regional Sites**

Our first curricular request, Dr. Cassidy said, is to deliver our Master's in Industrial Management program in the western suburbs of Chicago, which is called IBHE Region 3 and is primarily in the Naperville area. This is a program that we have been delivering on campus for some time. We have tested the waters in that area by scheduling some courses over there to see if students would enroll in them. They did, and we determined from talking with them that there was interest among students who are working full time and interested in completing the whole degree program on a part-time basis. This proposal, with the Committee's endorsement and the Board's approval, would be forwarded to the IBHE and would enable us to deliver the course work for this Master's in Industrial Management in Region 3. We think we will be successful in serving the student population in the Naperville area. The university recommends that the Academic Affairs, Student Affairs and Personnel Committee endorse the request and ask that the President forward it by means of his report to the Board for approval at our meeting later this month on March 24. Chair Boey asked for a motion to approve the request for degree authority at regional sites. Trustee Vella so moved, seconded by Student Trustee Johnson. The motion was approved.

### **Agenda Item 7.c. – Request for New specializations**

Dr. Cassidy stated that both of these specializations would be included within the Doctor of Education program within Curriculum and Instruction, which is offered by the Department of Teaching and Learning in the College of Education.

The first specialization that we are requesting is for Art Education. This would meet the needs of art teachers and scholars to complete an area of study that would show on their transcript indicating that they had completed course work related to art education. These courses are currently available within the School of Art and students are able to take these courses now, but there is no notation on their transcripts. So, we are formalizing or codifying the students' work in this area and showing that in addition to earning the doctorate in curriculum and instruction, they have specialized within the area of art education.

The same thing holds true for the second specialization we are requesting within that degree, the Specialization in Science, Social Studies and Environmental Education. Again, this course work is available for students, but it does not show, currently, that students have specialized within these areas. In fact, when we move further into the agenda, you will see that this specialization is being proposed as a replacement for the current specialization in elementary education. The specialization in art education is a new specialization. The curricular requirements for both specializations are the same. There is a set of core course work, and then students complete courses within their specialized area as well as their dissertation. We are asking the Committee's endorsement of the approval of these two specializations and that they be forwarded to the Board for action at the March 24 meeting. Chair Boey asked for a motion to approve the request for new specializations. Trustee Vella so moved, seconded by Student Trustee Johnson. The motion was approved.

#### **Agenda Item 7.d. – Request for a New Minor**

Our next item is the request for a new minor in computer science, Dr. Cassidy said. As noted in the request, about two decades ago, we offered this minor; but because of the significant demand for students who wanted to major in computer science, we eliminated the minor. Now we are requesting to reinstate a minor, because we think it would serve students very well, not only students who are majoring in business, but also those who are majoring in mathematical sciences and some of the social sciences and the bench sciences. The minor would require that students complete between 19 and 23 hours of course work within the computer science area. Some of the courses are designated for them to complete, and they also have an option to elect some course work based on their particular interest within the minor. And students would complete this in addition to the major that they chose as undergraduate students. The university requests that the Committee endorse its request to create a new Minor in Computer Science and ask that it be forwarded in the President's Report to the Board for approval at its March 24 meeting. Chair Boey asked for a motion to approve the request for a new Minor in Computer Science. Trustee Vella so moved, seconded by Student Trustee Johnson. The motion was approved.

#### **Agenda Item 7.e. – Request to Delete an Emphasis and a Specialization**

Agenda Item 7.e. is a request to delete an emphasis at the undergraduate level and a specialization at the graduate level. We are requesting the deletion of the Emphasis in Acoustics, which is part of the baccalaureate degree in Physics, Dr. Cassidy said. This is an emphasis that historically has been undersubscribed. Very few students have elected this minor within the physics major, and we have had a retirement in this area, so there are no faculty members who are dedicated to working in acoustics. The five students who have enrolled in this emphasis have been apprised of the fact that the university would like to eliminate it. They have met with their academic advisors and changed their emphasis to the general or the applied emphasis in physics. This change will not hinder or delay their graduation dates.

The second request for a deletion is the Specialization in Elementary Education. The requirements that students need to have advanced expertise within elementary education is now focused in the new Specialization in Science, Social Studies and Environmental Education that the Committee just endorsed. We are requesting that the committee endorse our requests for both of these deletions and recommend that they be included for approval in the President's Report to the Board on March 24.

In response to a question from Chair Boey regarding the deletion of emphases or specializations, Dr. Cassidy said that those discussions are handled by the advisors and the faculty and the chair within the department. The advisors are very skilled in helping students to understand what the changes would mean in terms of their particular professional goals. Some of them may, in fact, have had a couple of courses in acoustics, and other courses are substituted within the applied specialization that would meet their needs. We try to be accommodating in those circumstances.

Chair Boey asked for a motion to approve the deletion of the Emphasis in Acoustics within the B.S. in Physics and the Specialization in Elementary Education within the Ed.D. in Curriculum and Instruction. Trustee Vella so moved, seconded by Student Trustee Johnson. The motion was approved.

**Agenda Item 7.f. – Oral English Proficiency Annual Report 2003-2004**

Each year at this time, we are required to submit a report on oral English proficiency of our teaching faculty and staff in general, Provost Legg said. We are a diverse faculty and this issue sometimes does need to be addressed. The oral English proficiency report requires us to report the nature of the person – whether they are an instructor, a professor, a teaching assistant – and what has been done to address the problem that was perceived and reported by a student or several students. As is often the case, when it is investigated and the classes are visited, we find out that there are other reasons this report was filed that have nothing to do with the English proficiency of the professor. A complete summary is in your Board report, and that report has been filed with the IBHE.

**Agenda Item 7.g. – Annual IBHE Report on Underrepresented Groups 2003-2004**

Also at this time of year, Provost Legg said, we are required to supply the IBHE with a report on underrepresented groups. That report was submitted on February 1 and in a revised form on February 7. Each year, a certain subject is chosen, and we report our best practice. Our best practice emphasized in the report this year was the CHANCE program, of which we are very proud, and it has received national attention for many years. Copies of the Underrepresented Groups Report are available.

**NEXT MEETING DATE**

Chair Boey said that the next Committee meeting would be announced at a later date and members will be notified. The next full Board Meeting is scheduled for Thursday, March 24, in the Board of Trustees Room, 315 Altgeld Hall.

**ADJOURNMENT**

There being no Other Matters, Chair Boey asked for a motion to adjourn. Trustee Vella so moved, seconded by Student Trustee Johnson. The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary