MINUTES
University Council Academic Policy Committee
Thursday, October 4, 2018, 9:30 a.m.
Altgeld Hall 125
Northern Illinois University
DeKalb, Illinois

VOTING MEMBERS PRESENT: Block, Boughton (for Staikidis), Burton, J. Chen, Chmaissem, Coli, Collins, Ledgerwood, Ghrayeb, Mershon

VOTING MEMBERS ABSENT: Newman, Stephen, Staikidis

I. CALL TO ORDER

Academic Policy Committee chair V. Collins called the meeting to order at 9:30 a.m.

II. VERIFICATION OF QUORUM

A quorum was established.

III. ADOPTION OF THE AGENDA

J. Burton moved to adopt the agenda, seconded by O. Ghrayeb. Motion passed.

IV. PUBLIC COMMENT

There was no public comment.

V. NEW BUSINESS

A. Review Policies for Distance Education Courses Carrying Undergraduate Credit

APPM Section III, Item 23 – Pages 2-3
Proposed Process – Page 4

V. Collins presented a proposed process to guide the policy review.

The following observations were made during general discussion:

- NIU’s academic colleges and deans reviewed its online program last year.
- NIU Faculty Development and Instructional Design Center serves as a one-stop-shop for the development of online programs.
- NIU Division of Enrollment Management, Marketing and Communications plays an active role in marketing NIU’s online programs, but will likely also
engage an outside vendor for certain aspects of marketing.

- In alignment with its peer institutions, NIU defines online programs as those that are 100 percent delivered online, and where the student need never step foot on campus.
- The definition of online programs contained within the current policy aligns with the HLC definition, but does not align with NIU’s accepted definition noted above.
- NIU also offers other hybrid courses, which contain an online component but are not 100 percent delivered online.
- The intention of developing online programs is to recruit place-bound students, who cannot come to campus, hence 100 percent online delivery.
- Online programs also are developed for on-campus students and are more likely to be hybrid programs.
- Should the UC-APC also consider reviewing the Guidelines for Online Courses Carrying Graduate Credit?

The following observations were made regarding the proposed process to guide the policy review:

- The proposed process was approved.
- Data/feedback will be gathered via a Qualtrics survey.
- The Qualtrics survey will be sent to deans (who can delegate to their online program coordinators); Jason Rhode, Executive Director of Extended Learning and Chief Online Learning Officer; UC-APC members; possibly selected students through undergraduate student representative Madalynn Mershon.
- Make sure the revised policy is in alignment with current practice.
- Take into consideration other discussions, which have taken place.

VI. ADJOURNMENT

Meeting adjourned at 10:10 a.m.