I. Adoption of Agenda

Snow requested to add two items to Old Business, the first being the Academic Misconduct and Grade Appeal Process, and the second being the Plus/Minus Grading Subcommittee progress.

A motion was made by Wiemer, seconded by Conklin, to approve the revised agenda. The motion carried.

II. Announcements

A. Introductions

As there were several new committee members in attendance, Birberick asked everyone to introduce themselves and indicate which college and/or department they represented.

B. Approval of Minutes

A motion was made by Schlabach, seconded by Snow, to approve the minutes of the December 8, 2011, Undergraduate Coordinating Council meeting. The motion carried.

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.

C. Committee on the Undergraduate Academic Environment

There was no report.

D. Committee on the Undergraduate Curriculum

There was no report.

E. General Education Committee

Keddie reported on the November 17, 2011, meeting of the General Education Committee noting that the committee spent the majority of the meeting discussing the revised submission forms. She pointed out that the revised form will be more streamlined and shorter than the old form and will be aligned more with the new resubmission form. Keddie added that the revised form will come to UCC along with the December 1, 2011, GEC minutes at the March UCC meeting. The committee also discussed several course revisions and deletions.

Keddie also reported that the committee received a letter from Dr. Virginia Cassidy, Vice Provost for Academic Planning and Development, asking GEC for assessment data to be submitted by February 10, 2012, for the Higher Learning Commission accreditation process. Birberick said that an extension of the February 10th deadline for submitting the report was requested and was approved. The new deadline will be after spring break in March. Birberick explained that the report being requested is a follow up report that the Higher Learning Commission asked for as a result of their first evaluation process ten years ago. The report is a short report with specific questions that need to be answered and will become a piece of the larger Higher Learning Commission report on general education. Birberick is working with Cassidy and Carolinda Douglass to develop a draft to submit to the Higher Learning Commission.

Keddie made a motion, seconded by Snow, to receive the November 17, 2011, minutes of the General Education Committee meeting. The motion carried.
F. University Honors Committee

Goldenberg reported on the October 7, 2011, meeting of the University Honors Committee. He said that the Honors House will be moving to the new residence hall in fall 2012. The Honors Program will again be hosting SOUPer Wednesday and are encouraging faculty to come to the event. The Office of Housing and Dining is supporting the SOUPer Wednesday and is now providing funding for the food for the lunches.

The Honors Program has a new video that is now on the Honors website and will be used to assist in recruitment of new students. Also, a new scholarship award process, with specific criteria for checking GPA and ACT scores, has been set in place for auto awarding scholarships. The new process will eliminate the need for applications being sent to committee members for evaluation, which will, in turn, speed up the awarding process.

Goldenberg also reported that the Honors Program has received a donation contribution challenge from Earl (NIU Honors alum) and Cindy Rachowicz. The Rachowiczes have challenged other alumni to make new donations to the Honors Program that they will then match up to $10,000 per year for five years.

In other business, the committee discussed summer grants, a new tagline for the program, and two new ideas: an engaged learning requirement and a summer honors scholars program. The committee also formed three subcommittee working groups that will concentrate on 1) Diversity; 2) Faculty Handbook and Outreach; and 3) Alumni Outreach.

Goldenberg made a motion, seconded by Baker, to receive the October 7, 2011, minutes of the University Honors Committee meeting. The motion carried.

IV. Other Reports

A. University Assessment Panel

Notes of the December 2, 2011, meeting of the University Assessment Panel were independently reviewed by committee members. There was no discussion.

V. Old Business

A. Selection of UCC Faculty Representative to the University Assessment Panel for Spring 2012
Birberick asked for a volunteer to serve as the UCC representative on the University Assessment Panel for the spring 2012 semester, and Conklin graciously volunteered to serve in this capacity.

B. Academic Misconduct/Grade Appeal Process Status Update

Snow reported that he met recently with Karen Brandt, chair of the Academic Policy Committee of University Council. Brandt has been charged with rewriting the academic misconduct and grade appeal policy language. Snow said that he provided Brandt with the background and history of the language revisions process up to this point. Snow was asked by Brandt to communicate to UCC that she is willing to listen to input on this issue from any UCC or other faculty member. Brandt may be contacted directly through her groupwise email.

C. Plus/Minus Grading Status Update

Snow said that Alan Rosenbaum, Secretary, University Council, and President, Faculty Senate, had contacted him and asked for an update on the status of the plus/minus grading subcommittee that was formed with members of APASC and Faculty Senate. Snow said that Rosenbaum has had no further updates on the progress being made by that subcommittee, and

he would like a status update. Birberick pointed out that UCC sent this issue back to APASC and was not involved with the formation of or the work of that particular subcommittee. She added that she doesn't feel that providing a status update on this issue applies to the nature of what UCC is supposed to do; this was previously pointed out to UCC in relation to the Academic Misconduct Policy issue. Birberick indicated that she, as Vice Provost, have a conversation with Dr. Rosenbaum to recap with him where the situation stands. Committee members were in agreement with this suggestion.

VI. New Business

There was no new business.

VII. Adjournment

The meeting was adjourned at 1:44 p.m. The next UCC meeting is scheduled for Thursday, March 1, 2012, beginning at 1:00 p.m. in Altgeld Hall 203.
Respectfully submitted,
Mollie Montgomery