Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL
202nd Meeting
Thursday, February 6, 2014
Altgeld Hall 203

MINUTES

APPROVED


Absent:  P. Braun/HHS, C. Campbell/EDU; A. Coleman/Student/BUS; J. Gau/EET; W. Hung/EDU; M. Kolb/Acting Associate Vice Provost

Guest:  D. Smith, Catalog Editor/Curriculum Coordinator; J. Ratfield, Vice Provost’s Administrative Assistant

I.  Adoption of Agenda

A motion was made by W. Baker, seconded by C. Thompson, to adopt the agenda with the removal of preliminary in reference to the APASC minutes that were approved by that committee at their February 5, 2014 meeting. A correction to those minutes in the HHS #9 – program listed incorrectly – correct information is Child and Family Studies – Family and Individual Development emphasis. The motion passed unanimously.

II.  Announcements

A. Approval of Minutes

A motion was made by W. Baker, seconded by C. Thompson, to approve the minutes of the December 12, 2013 meeting with the completion of the sentence in the University Honors minutes about the EYE grant applications. Motion passed unanimously.
III. **Reports/Minutes from Standing Committees**

**A. Admissions Policies and Academic Standards Committee**

J. Stafstrom mentioned the approval of the request from Nursing regarding the need for courses taken five years or more ago to be retaken. After returning the matter to Nursing it was approved in revised format. Also discussion of the approval of the Technology degree, which is predominately online, enabling students with A.A.S. degrees a means to complete a Bachelor’s degree. There was much discussion about proficiency credit as well as the number of credits earned at NIU.

Under New Business - Nursing - provisional admission to the program, before students can go on must have taken all the all clinical requirements. These are essential components that are required to be accepted into the major.

There were several items that had to do with getting a C or better. FCNS 320 and 398 were preliminary courses that the department requires students to obtain a C or better and they link the C or better with being successful in the program.

There was an issue relating to visiting students and the catalog language. It was referred back to the College of Liberal Arts & Sciences for further work.

In the College of Visual & Performing Arts - The School of Art, in the Art History major, they had made curricular changes and the line of prerequisites and are clarifying some of the language. Also an item from the School of Music regarding Vocal Music licensure requirements. This particular item involved confusion over wording about background checks. It was returned to the School for clarification.

A motion was made by W. Baker, seconded by C. Thompson to receive the minutes from the February 5, 2014 APASC meeting. **Motion passed unanimously.**

Elish-Piper indicated there is a need for a UCC representative to serve on the APASC committee for the remainder of the spring 2014 semester. The committee meets the first Wednesday of the month at 3:00 p.m. The dates that need to be covered are March 5, April 9 and May 7th. She asked for volunteers to serve.
B. Committee on the Improvement of Undergraduate Education

L. Matuszewski reported that the focus of the meeting was to develop criteria for the David Raymond grant for the Use of Technology in Teaching. Previously the award was given for the development of technology in teaching but is now given to someone who has already developed technology and implemented. There were five areas to review. The highest ratings were given for degree of innovation and creativity and the impact on teaching and learning. Also important is the technology's transferability to other venues/academic areas and impacting a large number of students. The winner will give a public presentation about the effective use of technology in teaching. In addition to creating the call for proposals, a rubric was developed. The applicants must also submit a letter of support from their department, school or division along with a digital presentation of the technology. There will be a single award of a $1000.

C. Thompson made a motion to receive the minutes from the October 14, 2013 CIUE meeting, seconded by W. Baker. Motion passed unanimously.

C. Committee on the Undergraduate Academic Environment

No minutes or report.

D. Committee on the Undergraduate Curriculum

No minutes or report.

E. General Education Committee

K. Wiemer talked about an issue with two math courses (211 and 229) - both general education courses - similar courses. The math department wanted to change the catalog language because currently credit is only allowed to count for graduation for one of these courses. GEC was concerned about the request. A math department representative came to the meeting and explained that this occurs very rarely, typically as a result of a change in major. These would be the instances where students may end up taking both of these courses. After some discussion, it was approved to allow students to receive general education and credit for graduation if they enrolled in both courses.

She gave an update of the General Education Visioning Task Force activities. She said that Kolb talked about the retreat that had been held on November 15. She also mentioned the General Education symposium held on January 29th. Their discussions are now focused more on general education models that may be
adopted at NIU. Stafstrom added that the symposium was successful. There were over 150 participants from across campus. The purpose was to get feedback from the university community. The symposium program included short presentations by President Baker, Provost Freeman and a seminar by Tom Steen from the University of North Dakota who is actually a leader in transformation and reinvisioning of different kinds of general education programs; he speaks all over the country. Stafstrom said that Michael Kolb gave an overview of what the Task Force has been doing since their inception. They have had surveys to faculty and students. Michael and other members made visits to all the college senates and requested feedback from them. The task force has been researching general education at benchmark institutions with the intention of creating models that will work for NIU. These models, once completed, will be shared with the university community for additional feedback. Stafstrom mentioned that one of the things they hear consistently is the request to streamline general education; making it easier for students to move around within the university.

Wiemer added that another topic of discussion is the number of courses that are taken at NIU, whether general education or not. We consistently compete with community colleges regarding the affordability of general education courses.

She also mentioned that regarding the Humanities and Art catalogue language, where it indicates students must take at least one course from LA&S and one from VPA but no mention of Education, which had courses added to that category. The College of Education was invited to provide comments but have yet to do so.

She indicated that the evaluation rubric has been digitized, to be more paper free. There was a submission from LGBT program for a strong interdisciplinary course, which was approved for general education credit. She mentioned changes made to Art History courses which were approved after clarification was received.

It was recommended to the Math department that the alternate courses that are acceptable substitutes for Math 101 for gen ed credit be resubmitted to show that they are still acceptable for gen ed credit.

A motion to receive the GEC minutes from the November 21, 2013 meeting was made by K. Wiemer, seconded by G. Aase. Motion passed unanimously.

F. University Honors Committee

No minutes or report.
IV. Other Reports

A. University Assessment Panel

A Keddie reported on the November UAP meeting. She indicated that the Assessment speaker, Gloria Rogers’ presentation in October was considered a great success. They were reminded of the upcoming Higher Learning Commission visit in March. Preliminary assessment reports for the B.S./M.S. in Computer Science, B.S./M.S./Ph.D. in Geology and Environmental Geosciences were reviewed. They also discussed the Assessment Expo nominations.

In December they were reminded again of the HLC visit. They went over the nomination list for the 2014 Assessment Expo. They reviewed some other assessment reports for the B.S.Ed in Health Education and B.S./M.S. in Public Health.

She also said that UAP had $8000 to disburse for funding requests. The funding went to four programs; Public Health & Health Education in the School of Nursing & Health Studies; Physical Therapy in the School of Allied Health and Communicative Disorders; a first-year English composition program and Planning and Assessment. They also reviewed the reports of the programs that had been funded last year.

C Thompson reported on the January meeting. She added that the funding requests were reviewed for what they will do to aid in assessment. The assessment reports for the B.S. in Health Sciences, B.S. in Medical Laboratory Sciences, and the Doctor of Physical Therapy were reviewed. In addition a presentation on the VALUE rubrics was given. She also indicated that the Assessment Expo is Friday, April 4, 2014; the theme being Synthesizing Assessment Methods.

V New Business

Memo from Alan Rosenbaum/Faculty Senate

L. Elish-Piper pointed the committee to the memo that was distributed with the Agenda packet from Alan Rosenbaum on behalf of the Faculty Senate regarding a proposed change to the course repeat policy. In talking with Vice Provost Birberick about the matter, they concluded that there could potentially be four different outcomes as the matter is reviewed and discussed. 1) to pass it and if that was decided then it would go into the catalog after these minutes were approved at a future meeting; 2) consider it a matter of policy and refer it to APASC and indicate it is under their jurisdiction to look at; 3) indicate that input is needed from the Colleges and send it to College curriculum committees to review it and make a determination; 4) it could be returned to Faculty Senate with the indication that this was not an issue that this group wanted to rule on or follow-up with. Elish-Piper indicated
that these were not the only options but ones that she and Birberick discussed and this committee could follow one of these but were really just a starting point for discussion.

Aase voiced his concern that an individual would take it upon themselves to decide if something should go to APASC. If it has something to do with the Academic Standards then it needs to go through APASC, period. He added that this has been a concern of the curriculum committee that some items might be bypassing the curricular process.

Stafstrom asked what the motivation was for this. Elish-Piper indicated that Birberick had spoken with Rosenbaum and he indicated that because the undergraduate grading scale doesn’t include the A+ and C-, it is different than the graduate grading scale and they feel like that would be something that they wanted to bring back and look at again and that this particular change in policy would be to prepare for a potential change in procedures. Elish-Piper said that she and Birberick were puzzled by the rationale for this change and that they both believe the catalog should reflect current policy and not what may or may not happen years down the road. She also said that she was a member of Faculty Senate when the plus/minus grading issue first arose and part of the issue had to deal with teacher certification (now educator licensure). For the record, D. Smith indicated that only the thing different in the graduate catalog is the C-. She also said that the Law School has had plus/minus for years. The grading scales do not need to line up according to Smith. Aase pointed out that there is no difference in implications in the change, except for the last paragraph. There was discussion of whether this was perhaps a retention ploy. Baker asked if information on how many students were affected could be obtained. Aase said that information could probably be provided. He said you would want to look at who got a D and took it again and who got an F and took it somewhere else. There was discussion on whether the change provided value added.

Aase made a motion to return the matter to Rosenbaum for a legitimate value statement, what is the rationale – what is the value this is going to add. More importantly, what is it going to add for value to the students, including what are the implications, seconded by Baker. **Motion passed with 11 yeas, 1 opposed.**

NOTE – clarification of the explicit rationale includes: How many students got a D here that had to retake it; How many students got an F here and retook it here and how many students got an F here and retook it somewhere else and transferred it in. Most importantly the value added for students.

Bouril commented that for students who receive an F in a calculus course or another more difficult course – the policy would remove the option of them being able to retake the course at a community college by their home over the summer. The implication of forcing students to stay in DeKalb over the summer can add expense as well additional time for degree completion.
VI    Adjournment

C. Lin made a motion, seconded by W. Baker to adjourn @ 2:05 p.m. Motion passed unanimously.

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant
Office of the Provost