Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL
199th Meeting
Thursday, October 3, 2013
Altgeld Hall 203

MINUTES

APPROVED


Absent: A. Birberick/Vice Provost, C. Campbell/ EDU, A. Coleman/Student/BUS, J. Gau/EET

Guest: M. Kolb, Acting Associate Vice Provost/General Education Coordinator; 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 K. Wiemer, to adopt the agenda. The motion passed unanimously.

II. Announcements

A. Approval of Minutes

A motion was made by A. Keddie, seconded by J. Kot, to approve the minutes of the September 12, 2013 meeting with the following corrections: adding W. Hung present, marking P. Braun absent. Motion passed unanimously.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

No report.

B. Committee on the Improvement of Undergraduate Education

No report.
C. **Committee on the Undergraduate Academic Environment**

No report.

D. **Committee on the Undergraduate Curriculum**

Aase reported that CUC has a number of minutes that are included in a consent agenda. Typically these minutes go through as a group because they do not require any discussion or they have no undergraduate reference. There were a number of those items that passed through.

He continued reporting that COE #9 passed through without discussion. COE #12 contained mostly graduate items but did include a proposal for a new emphasis for the BSAM (Bachelor of Science in Applied Management) program. The BSAM program doesn’t have a department per se - it is a Provost controlled program and the curricular body is the CUC. He explained there is a base core from the business school of about half dozen courses and then there are different emphases for upper division credit. There is a public safety emphasis and a computer science emphasis. Aase said there was discussion about various issues surrounding the BSAM, not this particular emphasis but some other issues of the BSAM program itself. There was some discussion about accreditation concerns for the College of Business or lack of details on the BSAM program. There was a motion that came out of the discussion with regard to academic standards and a motion to send the issue to APASC for that reason was passed. Thompson asked if that was the proficiency credit issue and Aase indicated it was.

Aase explained about the BSAM program. He indicated when it first began four or five years ago, the public safety emphasis, the intent was for individuals who possessed an A.A.S. (Applied Associate of Science) degree to give them (police and fire fighters) a path to an advanced degree. There was discussion about how proficiency credit is granted for the BSAM. Aase indicated that, not for the Education emphasis, because they had outlined a model of how proficiency credit would be granted, but for the BSAM in general, how proficiency credit was being granted seems to be unclear and being questioned. W. Hung added that the question for APASC is more about the procedure for granting proficiency credit not the criteria. He added that currently proficiency credit is under the department’s purview. The discussion also included how proficiency credit by examination, performance or portfolio is included in the bylaws.

A motion was made by G. Aase to receive the minutes from the CUC September 19, 2013 meeting, C. Lin seconded. **Motion passed unanimously.**
E. **General Education Committee**

No report.

F. **University Honors Committee**

M. Shokrani reported that the meeting consisted of various reports from the staff of the Honors program, etc. The goals for this academic year were discussed. In addition, the topic of Honors faculty status was discussed. Thompson questioned whether that would be similar to graduate faculty status. Shokrani indicated that the criteria will be discussed at future meetings. Not only how to qualify but how to maintain the status. Wiemer and Stafstrom added that this topic is a continuing discussion.

He talked about the Alumni College. There will be Homecoming activities for Honors alumni on October 12, 2013. Two faculty, one of whom is him, will be presenting talks that Saturday. Scholarships were another topic of discussion. They are trying to increase the number of scholarships. There was also discussion of how Honors was meeting the goals of Vision 2020.

W. Baker made a motion to receive the minutes from the April 26, 2013 meeting of the Honors Committee, seconded by K. Wiemer. **Motion passed unanimously.**

IV. **Other Reports**

A. **University Assessment Panel**

Ratfield pointed out that Thompson is the appointed representative from the UCC and therefore cannot also serve as the elected member. A request for a volunteer to serve via email went unanswered.

The notes under discussion are from last year. Kolb indicated that the main topic is still the HLC site visit. Thompson added that the panel is receiving assessment information at this point. She said it was interesting and if you struggle with assessment there are a lot of good ideas you can pick up from other departments.

After a brief discussion of the meeting days/times, A. Keddie volunteered to serve.
VI Adjournment

Aase made a motion, seconded by Lin, to adjourn @ 1:47 p.m. Motion passed unanimously.

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant
Office of the Provost