Northern Illinois University

UNDERGRADUATE COORDINATING COUNCIL
221st Meeting
Thursday, April 7, 2016
Altgeld Hall 203

MINUTES

APPROVED

Present: G. Aase/BUS; T. Atkins/LAS; M. Ayers/LIB; A. Birberick/Vice Provost; P. Braun/HHS; F. Bryan/LAS; R. Johns/LAS; E. Klonoski/Acting Associate Vice Provost; M. Konen/LAS; J. Kot/LAS; E. Myung/HHS; M. Shokrani/HHS; A. Stoverink/BUS for A. Ferguson; J. Evar Strid/EDU; L. Sunderlin LAS

Absent: M. Barnes/VPA; C. Campbell/EDU; F. Sciammarella/EET; L. Guo/EET; J. Knapp (student/HHS)

Guests: D. Smith, Catalog Editor/Curriculum Coordinator

The meeting was called to order by Vice Provost Birberick. She reminded UCC members that there is one more meeting this semester and to be sure to attend; there is important business that will need approval.

I. Adoption of Agenda

Braun made a motion, seconded by Kot, to ADOPT THE AGENDA. Birberick asked that Curricular Process be added to New Business. Motion passed unanimously as amended.

II. Approval of Minutes from March 3, 2016, Meeting

Bryan made a motion, seconded by Strid, to APPROVE THE MINUTES FROM THE MARCH 3, 2016, MEETING. Birberick said she had a couple of editorial, nonsubstantive changes for clarity that she will give to Ratfield. Motion passed unanimously with the minor editorial changes.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

Birberick reported that a lot has changed since the February 10, 2016, meeting, but the UCC still needs to receive the February minutes. Johns made a motion, seconded by Braun, TO RECEIVE THE APASC MINUTES FROM THE FEBRUARY 10, 2016, MEETING. Johns reported that APASC discussed a lot of issues that subsequently were voted on at the March meeting. But at the February meeting, they approved a couple of minor catalog changes. Johns specifically noted a C or better requirement for all courses in a new certificate. Ultimately that item passed with a majority vote. Birberick added that in the March minutes
the UCC will see that APASC approved some of the policy changes that were discussed in February. Policies discussed in February that were finalized in March are an addition to the attendance policy for students in the armed services and a change to the withdrawal policy. And APASC determined in March that the proposed changes to the drop policy are not beneficial to students in the long run for the university. **Motion passed unanimously.**

B. **Committee on the Improvement of Undergraduate Education**
No minutes to receive.

C. **Committee on the Undergraduate Academic Environment**
No minutes to receive.

D. **Committee on Undergraduate Curriculum**
Bryan made a motion, seconded by Konen, TO RECEIVE THE MARCH 10, 2016, CUC MINUTES. Aase reported that it was a pretty uneventful meeting. The most notable change was that the School of Theatre is proposing to separate dance performance from the major in Theatre Arts and create a new major in Dance Performance. Aase reported this is being done for accreditation purposes. The CUC did ask if the provost approved the change. Klonoski said that he spoke with Provost Freeman and Vice Provost for Academic Planning and Development Douglass and they are aware of the proposal. It was clarified that the new program would need Board of Trustees and Illinois Board of Higher Education (IBHE) approval. Smith added that this would be considered a Reasonable and Moderate Extension (RME) with the IBHE since all the requirements and resources are already in place. **Motion passed unanimously.**

E. **General Education Committee**
Braun made a motion, seconded by Bryan, TO RECEIVE THE FEBRUARY 18, 2016, GEC MINUTES. Bryan said the minutes represent the meeting well. He noted new general education course applications were discussed as well as Pathways coordinators and marketing. **Motion passed unanimously.**

Kot made a motion, seconded by Atkins, TO RECEIVE THE MARCH 24, 2016, GEC MINUTES. Bryan reported that the GEC heard a PowerPoint presentation by Associate Vice Provost for Academic Outcomes Assessment Parker. Parker emphasized the objectives of NIU’s assessment plan, continuous cycle of assessment, specific SLOs for the baccalaureate degree, assessment strategy, collection of baseline data, and use of consistent rubrics. Parker held up the University Writing Project as a model for how assessment is done. Bryan said the presentation was a good representation of the larger assessment picture at NIU. Klonoski added that the constant feature of the rubrics will be the number of the levels of proficiency, but beyond that, faculty may adapt the rubrics based on their disciplines. The other constant is a general agreement about what each level of proficiency represents. Braun asked how much are the rubrics being used now and Klonoski responded that there are pockets that are using them extensively, elsewhere not at all. He is working on getting more faculty to use the rubrics. Klonoski added that the rubrics can also be used to show
students where their performance is at so students have a context for their learning. Bryan then reported that the rest of minutes are straightforward. Atkins asked how the new A.S. degree can be satisfied with the new PLUS requirements. Birberick explained that the Illinois Community College Board and the IBHE adopted standards for a new A.S. degree. The new standards do not align with General Education Core Curriculum (GECC) requirements. However, because NIU reduced general education requirements as well as reorganized the course work, the new A.S. aligns with PLUS. Birberick added that the new A.S. degree requires more courses in science and math and less in the humanities and social sciences. Klonoski further explained how the new A.S. aligns with PLUS. He also said that NIU is one of two universities in the state that will accept students who have the new A.S. without requiring them to do additional course work. Discussion followed regarding transfer courses and how they appear on a student’s transcript. Klonoski said that Registration and Records, Admissions, and the Transfer Center all have a list of general education courses, which includes the IAI coded courses. **Motion passed unanimously.**

F. **University Honors Committee.**

Strid made a motion, seconded by Kot, TO RECEIVE THE FEBRUARY 5, 2016, MINUTES OF THE HONORS COMMITTEE. Shokrani reported that the committee received reports from the director, which included a report on upcoming events. Capstone and EYE grant proposals were discussed. There are new changes to the Honor’s web site. Shokrani made note of the enrollment figures. **Motion passed unanimously.**

Kot made a motion, seconded by Strid, TO RECEIVE THE MARCH 4, 2016, MINUTES OF THE HONORS COMMITTEE. Shokrani talked about various programs within the Honors Program. Ten offers were made to Presidential Scholars and seven have accepted so far. Marcy Brown is the new office manager. There was an update on the search for the director of the Honors Program. Birberick said that there will be opportunities to meet with candidates for the director position through open forums. The plan is to have that person in place by July 1, 2016. The committee discussed new business, including a study abroad program in Montreal. **Motion passed unanimously.**

IV. **Other Reports**

A. **University Assessment Panel**

Ayers reported that the last meetings were cancelled and she was unable to attend the Assessment Expo, so cannot report on that.

V. **Old Business**

N/A
VI. New Business

A. Pathway Minor.

Klonoski reported that one of the recommendations of the PLUS Task Force was to create Pathways to organize general education courses and to provide two ways students could have those Pathways documented on their transcripts. Klonoski gave an overview of the new PLUS general education program: 12 hours in foundational studies and 21 hours in knowledge domains. The knowledge domains—creativity and critical analysis, nature and technology, and society and culture—replace the old distributional model. The Pathways (the GEC approved seven) are made up of up to 25 courses, including some upper-division courses, distributed across the three knowledge domains that coalesce around a set of questions specific to each Pathway. Each course in a Pathway addresses at least one of those questions. Starting with the 2016-17 catalog, students who take one course from each of the knowledge domains in one of the Pathways can have a note in their transcripts that says that have a Pathway Focus. Another recommendation of the PLUS Task Force was to offer a Pathways Minor, where students take six courses in one Pathway (two from each knowledge domain and at least three at the upper division). Once completed, the Pathways Minor would be noted on the student’s transcript. Klonoski plans to present the idea of a Pathways Minor to a number of constituents across campus, including college senates, college curriculum committees, and various student organizations. Then the plan is to put a formal proposal through the curricular process in the fall of 2016. Klonoski added that courses taken for the Pathways minor can also be used towards other minors or a student’s major requirements if applicable. Johns asked, for example, if a student could graduate with a major in biology, a minor in chemistry, and a minor in the sustainability pathway and Klonoski said yes. There was a brief discussion if there is a limit on how many minors a student could earn and there is no limit. It was noted that advisors are well aware of the Pathways and Klonoski added that doing a Pathways focus or minor is completely optional. Klonoski also said that the idea of a Pathways minor was the proposal from the PLUS Task Force that the students were the most excited about. Additionally, Pathways courses are required to include collaborative learning and this supports what employers continue to say they are looking for in graduates, i.e., employees who are able to work in diverse teams. Due to the new general education program, there was a discussion about making print catalogs more widely available to advisors. Birberick said that the printing of catalogs is done through the Office of Admissions, but she will pass on the message. Klonoski reported that he has been working with Director of University Marketing Abby Dean on marketing PLUS and the Pathways. The plan is to have flyers for each Pathway listing all the courses for each Pathway, which would be shared with advisors.

B. Curricular process update.

Birberick reported on the vote at the April 6, 2016, University Council meeting, which changes the committee structure for the curricular approval process and other UCC committees. At the meeting, the UC did the second read for the revised curricular process and it passed with only two opposed and two abstentions. Birberick said she is now in the
process of working with UC on how to staff the new committees with faculty. With the new structure, there will be no change to the Honors Committee and no change to GEC. The CIUE and CUAE will merge into the Committee for the Improvement of the Undergraduate Academic Experience (CIUAE). And APASC, CUC, and the UCC will become the Baccalaureate Council (BC). Honors, GEC, and the new CIUAE will report to the BC. The BC will perform the duties traditionally associated with APASC and CUC. This will be effective this September. Kot asked about elections to the BC and Birberick said she has a grid of how faculty get appointed. Members of the BC will also still get appointed to the GEC and Honors Committee. Discussion followed regarding when the BC would meet and Birberick said that the timing of the UC steering and regular meetings needs to be taken into consideration so that decisions made at BC meetings are reported to the UC in a timely matter. Klonoski said that the motivation behind this change is to streamline the curricular process. Discussion followed regarding how the new BC will operate, specifically how it will allow for discussion of substantive changes to the catalog/curriculum. Ayers noted that the library is not a college and asked if they would still be represented. Birberick responded that there would be a representative from the library on the BC as well as an advisor serving as an ex-officio voting member. Aase also suggested that the current deadlines be reexamined and Birberick said that that is being looked into in cooperation with Registration and Records.

VII. **Adjournment**

Bryan made a motion, seconded by Braun, TO ADJOURN. **Motion passed by acclamation.** Meeting adjourned at 2:30 p.m.

Respectfully submitted,

Donna Smith
Catalog Editor/Curriculum Coordinator