

BACCALAUREATE COUNCIL
December 14, 2017
Approved

i of vi

Voting Members Present: A. Ferguson (BUS), S. Marsh (BUS), R. Hunt (EDU), J. E. Strid (EDU), R. Kilaparti (EET), L. Guo (EET), E. Myung (HHS), M. Cheng (LAS), L. Sunderlin (LAS), D. Gorman (LAS), J. Siblik (VPA), L. Garcia (Libraries), R. Watts (HHS, Student), L. Marcellus (BUS/Advisor)

Ex-Officio Non-voting Members Present: A. Birberick (Vice Provost), C. Garvey (Admissions)

Consultants: A. Byrd (Registration and Records), J. Ratfield (Office of the Vice Provost), D. Smith (Catalog Editor/Curriculum Coordinator)

Guests: S. Howell (KNPE), C. McEvoy (KNPE), D. Peterson (EET), M. Tahernezehadi (EET), D. Walker (EDU)

The meeting was called to order by Anne Birberick. She thanked those in attendance for being at the meeting.

I. Adoption of Agenda. Johns made a motion, seconded by Kilaparti, to APPROVE THE AGENDA FOR THE DECEMBER 14, 2017, BACCALAUREATE COUNCIL MEETING. **Motion passed unanimously.**

II. MINUTES FOR APPROVAL. Gorman made a motion, seconded by Hunt, TO APPROVE THE MINUTES FROM THE DECEMBER 7, 2017, BACCALAUREATE COUNCIL MEETING. **Motion passed unanimously.**

III. Announcements.

- a. None.

IV. Consent Agenda.

- a. **College minutes with no undergraduate curricular items.** None.
- b. **College minutes with undergraduate curricular items**
 - i. College of Visual and Performing Arts #6
- c. **Other Items.** None.

Ferguson made a motion, seconded by Kilaparti, TO APPROVE THE ITEM IN THE CONSENT AGENDA. **Motion passed unanimously.**

V. College Minutes for Discussion.

- a. **College of Health and Human Sciences #7.** Strid made a motion, seconded by Guo, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #7 (10/20/17). In these minutes is a proposal for an accelerated program for the BS. in Rehabilitation and Disability Services and the M.S. in

BACCALAUREATE COUNCIL
December 14, 2017
Approved

ii of vi

Rehabilitation Counseling. Marsh asked if the final 18 hours counting towards the bachelor's degree is standard. Birberick replied that a variety of these programs have been approved and those requirements are as varied as the programs. For example, the accelerated programs with the School of Law allow for 30 hours to be counted. Byrd added that the GPA in the fourth year still counts for the undergraduate GPA. Siblik asked if there was a certain number of hours required for the fourth year and Birberick said that is evaluated on a case-by-case basis. These minutes also include the removal of limited admissions from the major in human development and family sciences and adding limited retention requirements. Birberick noted that the program offered a good rationale for that change. Marsh asked how language at the top of page 17 would be operationalized. The language specifically addresses an NIU cumulative GPA once students have earned 45 semester hours. Myung said the 45 hours would include general education courses. Marsh asked what happens if a student can't maintain the GPA. Myung said they can change to the emphasis in family and individual development. Garvey asked about transfer students. It was discussed and determined that the policy could be implemented with transfer students as well as native students. Marsh said the language seems to convey what is intended. **Motion passed unanimously.**

- b. **College of Health and Human Sciences #8.** Gorman made a motion, seconded by Johns, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #8 (10/27/17). The "C or better" language for new course FSMD 472 was discussed. Myung said a C or better is required of the program. The "C" means that students have the basic knowledge they need to succeed in FSMD 472. Ferguson asked how important procedurally is it to have rationale for the C or better and for verification of nonduplication. Birberick replied that both a rationale for all changes to curriculum and the verification of nonduplication are required by the university's Academic Policies and Procedures Manual (APPM). Birberick added that it's in the BC bylaws to look at changes that might create barriers to students and limited admission or retention by adding the C or better requirement could be a barrier to graduation. Marsh noted the challenge in this case is that it's a new course, so there would be no data that proves a student would need to have the C or better in the prerequisite courses in order to succeed. It was clarified that only majors would be taking the course. **Motion passed unanimously.**
- c. **College of Health and Human Sciences #9.** Hunt made a motion, seconded by Ferguson, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #9 (11/3/17). Birberick pointed out the rationale for a change on page 1 where they state they will check with Registration and Records (R&R) when the item is approved. Birberick felt they should be checking with R&R beforehand. They are also changing a GPA requirement from 2.50 to 2.75 in the limited admission requirement for the major in medical laboratory sciences. Birberick noted they do provide a rationale with some data for that change. Other changes are new, deleted, and revised courses, and adjusting credit hours. Johns asked about the prerequisite for the course revision for NURS 305. It's not clear what is required; punctuation is needed. Smith said she will get clarification from the school. Marsh asked about proficiency credit language on page 1. Birberick replied this is a longstanding process in colleges that have degree completion programs that deal with students who come from professional backgrounds. The college determines the credit based on a student's background (e.g., do they have professional licensure or credentials). However, it's not awarded until a student is ready to graduate. Discussion followed to further clarify proficiency credit. **Motion passed unanimously.**

BACCALAUREATE COUNCIL
December 14, 2017
Approved

iii of vi

- d. **College of Visual and Performing Arts #5.** Johns made a motion, seconded by Hunt TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF VISUAL AND PERFORMING ARTS #5 (10/24/17). Ferguson said her main concern was with the confusing language in the prerequisite for ARTD 201. There seem to be different prerequisites for majors and nonmajors. It was reported that Smith contacted the school for clarification and submitted some suggested revisions from Ferguson. The school accepted one of her suggestions. Strid asked why there are two tracks for the course and Siblik replied that they want to open the course up to non-majors, but for Visual Communication majors, they need to be admitted to the program before enrolling. Ferguson made a motion, seconded by Marsh, TO APPROVE ARTD 201 AS AMENDED. **Motion passed unanimously.** The rest of the curricular items in these minutes were discussed. **Motion to approve the remainder of the curriculum items passed unanimously.**

- e. **College of Engineering and Engineering Technology #10.** Smith explained the status of CEET items in old business. Items c and d were withdrawn and resubmitted in CEET #8, and were approved by the BC on December 7, 2017. Item f was withdrawn and resubmitted in CEET #10. Hunt made a motion, seconded by Guo, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #10 (12/6/17) PENDING BOT AND IBHE APPROVAL. Tahernezehadi noted the changes that were made. They added “Engineering” to title; removed the GPA language that was in question at the last BC meeting; changed the technical electives to four; added a MEE course to the technical electives and an ISYE course to requirements outside of department; and changed the total number of hours required to 124-125. Ferguson asked if the provost approved the revision to the degree name change and Tahernezehadi replied that he had. Birberick added she is aware of the provost’s approval. **Motion passed unanimously.**

VI. Unfinished Business.

- a. Appoint BC members to the General Education Committee. One more BC member is still needed to serve on the GEC from a college other than LA&S. Umoren informed Smith in an e-mail she would be willing to serve on the GEC as the third BC representative.

- b. CBUS #12, FINA 290. Nothing more to report. Economics and Finance are still communicating about this.

- c. MEE 481 course deletion/new course from CEET #4 This is being withdrawn from CEET #4 and reintroduced with a revised proposal in CEET #8.

- d. Course revision MEE 482 from CEET #4. This is being withdrawn from CEET #4 and reintroduced with a revised proposal in CEET #8.

- e. CEDU #7. The B.S. in Sports Management and the minor in Sports Sales were tabled at the last meeting. The department/college needed to work with College of Business Associate Dean Beth Towell and their accreditation person to ensure that the course work for these programs doesn’t violate any accreditation rules for the College of Business. Birberick reported she was present at a conversion between the two colleges. Strid, made a motion,

BACCALAUREATE COUNCIL
December 14, 2017
Approved

iv of vi

seconded by Marsh TO APPROVE THE B.S. IN SPORTS MANAGEMENT PENDING BOT AND IBHE APPROVAL. Marsh gave a summary of what is involved with accreditation for the College of Business. They are accredited by AACSB-International, The Association to Advance Collegiate Schools of Business. At the instructional level, to be accredited, there are specific requirements for their faculty, their credentials, how much research they do, etc. Any program that looks like a business program must meet these standards or make a case to be excluded from the accreditation process. No more than 25% of course offerings for the major can be offered through the college and other courses similar to business courses have to be distinct. Marsh reported that with the changes made to the sports management program after the meeting, the College of Business is now comfortable they can make a good case that the program can be excluded from business accreditation. Myung asked if electives were included in the 25% figure and Marsh replied that they are. McEvoy expressed his appreciation to Marsh and her College of Business colleagues; they had a very collegial conversation. He also thanked the College of Education personnel who rushed to make the necessary changes in time for this BC meeting. Marsh asked about the 2.50 GPA requirement and the timing of the internship course, which is one of the last things students take in the program. She asked what happens to students who don't have the minimum GPA. McEvoy explained that all programs in Kinesiology and Physical Education (KNPE) have similar standards, so they are making sure there is consistency across the department and for advisors. He added their advisors take great pride in making sure students reach that GPA standard. For the rare student who does not meet the GPA requirement, there are other programs available to them. Walker added that one option is the contract major in the College of Education. **Motion passed unanimously.** Hunt made a motion, seconded by Gorman, TO APPROVE THE MINOR IN SPORTS SLAES PENDING BOT APPROVAL. Marsh said this program was not an issue with business accreditation. **Motion passed unanimously.**

- f. CEET #8. The major in Mechatronics was tabled at the last meeting for clarification of some requirements as presented, as well as to allow them to provide revisions to the program. They needed to provide evidence that the provost agrees to the name change. **Revisions were sent with CEET #10 so this was withdrawn by the department/college.**

- g. CLAS #5. New course ECON 290, Economic Data Analysis with Excel was tabled at the last meeting for verification of nonduplication from the Departments of FINA and OMIS. New course ECON 315, Sports Economics, was tabled for verification of nonduplication from KNPE, specifically against new courses that were approved at the last meeting. Course revision for ECON 492 was tabled for clarification of what the new sentence means. **Verification of nonduplication for ECON 315 was received from KNPE. It was not received to date for ECON 290. For ECON 492, they are OK replacing the confusing sentence with the sentence from the rationale:**

*ECON 492. Research Methods in Economics (3). Analysis of societal issues in an economic framework; use of library, Internet, and PRQ: ~~ECON 360 and ECON 361, and consent of department~~ **Majors must have completed required (non-elective) course for the Economics major prior to enrolling.***

Gorman made a motion, seconded by Hunt, TO APPROVE THE ITEMS DISCUSSED. THIS DOES NOT INCLUDE THE NEW COURSE ECON 290. **Motion passed**

BACCALAUREATE COUNCIL
December 14, 2017
Approved

v of vi

unanimously.

CLAS #8. The change to a paragraph in the major in journalism was tabled at the last meeting for clarification. For this statement, it is unclear what courses students are supposed to take: “Students who double major in Communication and Journalism must take JOUR 480 or either COMS 455 or COMS 403. In no case . . .” Johns made a motion, seconded by Hunt, TO APPROVE THIS ITEM. It was reported the college replied to an inquiry about the language and that they did not see what the issue was. Smith said she could editorially remove the “either,” since that would not change the meaning of the sentence and would clarify it so the BC could approve. Johns made a motion, seconded by Hunt, TO APPROVE THE ITEM WITH THE EDITORIAL CHANGE. **Motion passed unanimously.**

All the COMS and JOUR courses that had “with a grade of C or better” added were tabled. These revisions need a much better rationale for why students need to have the C in these courses to proceed. Also, this department needs to check with Registration and Records. The paragraph that says all journalism majors must earn a C or better in all required journalism courses is coded in MyNIU. The BC was wondering if it was necessary to add the C or better to all the course in these minutes. **The department wants to keep the course revisions to ensure that students understand the requirement.** Ferguson made a motion, seconded by Sunderlin, TO APPROVE THE COMS AND JOUR COURSE REVISIONS. **Motion passed unanimously.**

New course ENGL 361 was tabled for verification of nonduplication. Smith reported the college did receive the verification of nonduplication, however, it was left off of their minutes. Ferguson made a motion, seconded by Gorman, TO APPROVE THE COURSE REVISION FOR ENGL 361. **Motion passed unanimously.**

The revisions for the department text for Foreign Languages and Literatures was tabled for inaccurate information. For example, there is no major in Japanese and they are including the minor emphases, which are not allowable. **The part about a Japanese major can be deleted.**

The revised major in World Languages and Cultures was tabled. Hunt made a motion, seconded by Marsh, TO APPROVE THE REVISIONS FOR THE DEPARTMENT OF FOREIGN LANGUAGES AND LITERATURES. A better rationale was needed as well as how will the revised major will be marketed to students, i.e., how does a student who wants to major in French find their program? The college provided a rationale for the revised name for the department as well as the revisions to the major and the changes were in response to Program Prioritization.

The minors were tabled. You cannot have emphases in minors. These all need to be either standalone minors or be renamed to something like Option or Track. And specifically, there were issues with the subminor in Translation for Global Literacy. It’s not clear what is required. For example, for item II, can a student take just FLFR 302 and FLSP 483? It seems like students would want to focus on a specific language. **The college said the term “emphasis” in the minor can be changed to “Option.” Revisions to the translation portion were provided for clarification.** The term “Option” is acceptable with the BC. The revisions to the Translation Option were discussed. In the revised language for the

BACCALAUREATE COUNCIL
December 14, 2017
Approved

vi of vi

translation option, it says “courses should be in the same language.” Garvey asked if it should say “must” there and the BC agreed it should be changed. **Motion passed unanimously with amendments as noted above.**

VII. New Business. None.

VIII. Upcoming Business.

- a. New Withdrawal Policy/Language. Birberick reported the withdrawal and add/drop policy and reimbursement policy are being looked at. They are all interconnected based on deadlines and consequences of deadlines. The plan is to use one meeting to discuss the changes in general, then approve at the following meeting.

Hunt made a motion, seconded by Strid, TO ADJOURN. **Motion passed by acclamation.** Meeting adjourned at 1:50 p.m.

The next meeting of the Baccalaureate Council is February 8, 2018, 12:30-3:00, AL 125.

Respectfully submitted,

Donna Smith
Catalog Editor/Curriculum Coordinator