

**OFFICIAL MINUTES
BACCALAUREATE COUNCIL
Fifth Meeting/ 2019-2020 Academic Year
December 12, 2019**

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Voting Members: S. Marsh (BUS), S. Ehsani (BUS), R. Caughron (EDU), L. Hedin (EDU),
Present J. Ryu (EET), L. Guo (EET), J. Umoren (HHS), S. Daskal (LAS), D. Gorman (LAS), L. Crowley (LAS), M. Lenczewski (LAS), J. Hathaway (VPA), J. Siblik (VPA), M. Ayers (Libraries), G. Montero (Student, HHS), C. Sharkey (Student, LAS), C. Maher (Advisor)

Ex-Officio Non- O. Ghrayeb (Vice Provost), J. Montag (Registration and Records), C. Garvey
Voting Members (Admissions), K. Saalfeld (Transfer Center),
Present:

Guests: D. Peterson (Dean, CEET), M. Tahernezehadi (Senior Associate Dean, CEET), A. Azad (Associate Dean, CEET), D. Ballantine (Associate Dean, CLAS), J. Flynn (CEDU and Associate Director/Center for Black Studies),

The Baccalaureate Council (BC) meeting was called to order by Vice Provost Omar Ghrayeb.

- I. ADOPTION OF AGENDA** –Gorman made a motion, seconded by Caughron, to APPROVE THE AGENDA FOR THE DECEMBER 12, 2019 BACCALAUREATE COUNCIL MEETING. **The motion passed unanimously.**
- II. APPROVAL OF MINUTES** – Halverson announced that the minutes from 11.14.2019 had been approved via email and have been uploaded in the BC TEAMS site for review and retrieval. The electronic vote for the Consent Agenda from 12.05.2019 was also complete and the agenda was **approved unanimously.**
- III. ANNOUNCEMENTS** – Halverson presented Items A through E.
 - A. Josephine Umoren was thanked for her service to the BC for Fall 2019. Sarah Geiger will return for Spring 2020 as a member from the College of Health and Human Sciences.
 - B. David Gorman will be on Sabbatical in Spring 2020 and Ibis Gomez-Vega will sit in his place. The BC is currently seeking a member to sit for Gorman on the University Honors Committee for Spring 2020. Halverson will send an email out for recruitment.
 - C. A CLAS member will be found to replace Meg Cheng who was not able to attend for Fall 2019 due to a scheduling conflict.
 - D. Caitlin Sharkey the student representative from CLAS will not be able to sit on the BC for Spring 2020 due to a schedule conflict. A new student will be placed by the CLAS.

Gorman mentioned that the volume of minutes to review has been greater than normal. He questioned if there was a plan in place to overcome this in this future. Ghrayeb stated that curricular process is being discussed and may be altered. One possibility is have two catalogs per academic year to overcome the big fall curricular deadline. Dave Ballantine mentioned that the Curricular Deans have been discussing a streamlined process which would give the Colleges a greater oversight role. Ghrayeb discussed the balance between the BC and the Colleges and indicated that the discussion will continue to find a solution that is effective for NIU's process and needs.

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IV. UNFINISHED BUSINESS – Ghrayeb requested that the BC move on to revisit College Minutes from 12.05.2019. Caughron made a motion to discuss these items, seconded by Hedin. **The motion passed unanimously.**

- A. The minutes for the College of Education 09 AY (2019-20) were **tabled on** 12.05.2019 due to a request by BC members. Members sought additional information from CEDU on the University impact of the new ESport minor. Hedin presented the information on impact that the CEDU obtained via email from the University Departments that could be impacted. Caughron made a motion to approve the minutes in their entirety, seconded by Lenczewski, **APPROVED unanimously.**
- B. Item CEET19.20.05.09 was **tabled** on 12.05.2019 with a request for clarity in the pre-requisite statement. CEET provided a response for this request. Caughron made a motion to approve the item, seconded by Marsh, **APPROVED unanimously.**
- C. Item CVPA19.20.06.02 was **tabled** on 12.05.2019 with a request for duplication with a CLAS course be resolved. CVPA provided a response for this request. Caughron made a motion to approve the item, seconded by Marsh, **APPROVED unanimously.**
- D. Item CHHS19.20.06.03 was **conditionally approved** on 12.05.2019 pending verification of the semester hours necessary to complete the credential certificate. CHHS provided verification of the semester hours for completion. Gorman made a motion to fully approve the item, seconded by Marsh, **APPROVED unanimously.**
- E. Item CLAS19.20.09.06 was **conditionally approved** on 12.05.2019 pending a request from the BC to change language in the description of the minor. The requested language was not presented to the CLAS College Curriculum Committee. Dave Ballantine, Curricular Dean for the CLAS was present at the BC meeting to discuss this change. Joe Flynn, the Associate Director for the Center for Black Studies, was also present. Both Ballantine and Flynn agreed to the language change. Caughron made a motion to fully approve the item, seconded by Lenczewski, **APPROVED unanimously.**

V. NEW BUSINESS

- A. College of Engineering and Engineering Technology – Proposal for B.S. in Civil and Environmental Engineering. This item was discussed after completion of item B. Lenczewski made a motion to discuss item A. This was seconded by Caughron, **APPROVED unanimously.** Don Peterson introduced the proposed major describing it as a lever for what is currently desired in the College of Engineering and Engineering Technology. The national trend is towards multi-disciplinary engineering degrees that will allow graduates to be flexible thinkers and problem solvers. Working across disciplines can also unite faculty teams in different colleges and empower more significant faculty research. Peterson indicated that this can be

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beneficial for enrollment across colleges, as the new engineering courses can also be taken by other majors if they meet the necessary pre-requisites. This will provide opportunity for students in multiple majors to investigate the full breadth of understanding on the topics involved.

Ghrayeb questioned the CEET panel on the rationale for having courses in two colleges with topic overlap. Specifically discussing Environmental Studies majors and Geology and Environmental Geosciences majors, Mansour Tahernezehadi stated that while there is topic overlap with several of the new CEET courses, the approach is from an engineering perspective. Peterson indicated that this is necessary due to the stringent requirements and knowledge base that is necessary for engineering students to successfully pass the Fundamentals of Engineering Exam (FE) and the Principles and Practice of Engineering Exam (PE). Tahernezehadi added that the engineering courses are data driven for this reason; it is a matter of analysis and approach. Peterson agreed that NIU must provide the skill set necessary for engineering students to pass the FE/PE exams or they will not be able to enter the workforce and succeed. Ghrayeb concluded with the summary that while the topic is the same, the outcomes are different because the colleges are serving two different audiences with different skill sets necessary.

In response to a question from Ballantine about capacity issues within the College of Liberal Arts and Sciences, Peterson indicated that CEET has the resources necessary to assist and that will benefit students in both colleges. Peterson stressed that CEET wanted to approach this new major with good stewardship across NIU. Marsh questioned the language used in the proposal; tracks is not correct and it should be emphases. Additionally, Marsh mentioned it was not clear that students must apply under an emphases and not just the major in general. Lenczewski questioned the incompleteness of the impact and duplication statement. At this juncture, Ghrayeb stated that this was going to be a first read on the proposal. He asked the BC what items they needed clarity on. Gorman asked if the BC could approve in principle with the requested information to be provided by CEET.

Ghrayeb summarized the needs of the BC as follows:

- A complete impact and duplication statement to ensure that all CLAS departments weigh in on the proposal.
- A rationale statement to address the fact that completion of both emphases requires students to take over 120 semester hours.
- Correction of language in the proposal to adhere with NIU terminology.

Caughron made a motion to approve in principle. This was seconded by Lenczewski and **APPROVED unanimously**. Halverson asked if the final vote could take place electronically the week of 01.06.2019. Caughron made a motion to approve the process for the final vote. This was seconded by Lenczewski and **APPROVED unanimously. A quorum of votes was reached and the electronic vote was APPROVED on January 10, 2020. The proposal was forwarded to the AASAP for consideration by the Board of Trustees.**

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- B. College of Engineering and Engineering Technology Re-housing the Biomedical Engineering and Mechatronics Engineering degrees from their current departments to the College for administration. Item B was under discussion by the BC as the panel from the College of Engineering and Engineering Technology arrived. Maher made a motion to discuss item B with Don Peterson, Mansour Tahernezehadi, and Abul Azad. This was seconded by Caughron, **APPROVED unanimously**. The discussion focused on the pros and cons of re-housing. Gorman expressed concerns about faculty investment and curricular control. Marsh concurred stating that faculty need to be the overseers of the program development. Peterson stated that the goal is to build departments for the degrees. He stated this is a transitional step in the process. Marsh was concerned about the where the faculty will be housed and how they will be reviewed. Gorman asked for details about the timeline for creating the departments. Peterson indicated that there is a new director for Mechatronics and they are searching for one for Biomedical. Once there is a critical mass of students and faculty the departments will be a natural transition. Peterson discussed the five-year plan they are structuring. Until there are new departments faculty will be housed in existing departments but the programs will be administered by CEET.

An additional issue, that is stimulating the re-housing, stems from student concerns. Peterson and Tahernezehadi provided examples of students who have been misclassified in other degrees within CEET. Ghayeb questioned whether there is misalignment in the application process that we need to address. Garvey stated that both Biomedical and Mechatronics Engineering are listed as majors on the application, and they are distinct majors under a program in the catalog. Garvey and Montag stated that any applicant selecting that major should have no issues within the University. They could not comment on what happens in CEET. Marsh suggested that it could be an advising issue.

Peterson stressed that given the interdisciplinary nature of both majors they are unique and their image needs to be sharpen both internally and externally. There may be multiple issues causing the confusion and putting the majors under the College provides a solution. It also provides an opportunity for clarity in marketing and recruitment. CEET has only been recruiting for 6 months and they currently have 44 Biomedical and 43 Mechatronics degree seeking students. With greater interest in the first year than anticipated, Peterson wants to be intentional in the way students come in to the programs and what their experience is at NIU. Marsh questioned if CEET was going to be able meet the needs for these students and the new major being proposed. Peterson indicated CEET may need to use visiting professors as they build all the programs over the next five years. He feels this is a good way to recruit faculty and make sure they fit the program and NIU's needs.

Caughron stated that he sees this as a structural issue versus a logistic issue. What is stopping CEET from fixing the issue instead of re-housing? Saalfeld stated that from a recruitment standpoint, the current situation is a challenge in marketing the two degrees. Continuing Saalfeld agreed that a new department would be best but re-housing could solve the issue being discussed. Montag questioned if best practices

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were being utilized as CEET coordinated with Admissions, Registration and Records, and catalog placement. Peterson indicated that re-housing addresses the immediate student issues, coordination across the departments and developing a new department at the same time. It is a temporary fix for student impact issues and allows structure to be built more easily. Ghrayeb asked if the BC was ready to vote. Gorman made a motion to vote. This was seconded by Maher and **APPROVED by quorum**, with one against.

- C. APPM Revisions for Approval – Item C was moved to the top of New Business.
1. Certificate of Undergraduate Study – Caughron made a motion to discuss, seconded by Gorman, **APPROVED unanimously**. Language from the APPM Section III Item 25 is being revised to be correct the Approval Process language. The culminating body for approval has been changed from the Baccalaureate Council to the Board of Trustees. Ghrayeb called for a vote. This was seconded by Caughron, **APPROVED unanimously**.
 2. Human Diversity Online Form – Caughron made a motion to discuss items 2 and 3, Crowley seconded, **APPROVED unanimously**. The Human Diversity and Writing Infused forms are being converted from paper to online submission. The submission language needed to be updated to reflect this change. Ghrayeb called for a vote. This was seconded by Crowley, **APPROVED unanimously**.
 3. Writing Infused Online Form – see #2 above, this was wrapped as one discussion and vote.

VI. ADJOURNMENT – Caughron made a motion to adjourn and Gorman seconded. The motion was **APPROVED unanimously** and the BC adjourned at 2:56 p.m.

The next meeting of the Baccalaureate Council is February 13, 2020 at 12:30-3:00, HSC University Suite.

Respectfully submitted,

Denise Halverson
Curriculum Coordinator/ Catalog Editor

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