

**OFFICIAL MINUTES
BACCALAUREATE COUNCIL
First Meeting/ 2020-2021 Academic Year
September 10, 2020
Remote via Microsoft Teams**

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Voting Members: A. Ferguson (BUS), S. Ehsani (BUS), N. Andzik (EDU), R. Caughron (EDU), J. Ryu (EET), L. Guo (EET), E. Myung (HHS), A. McCarthy (CHHS), D. Gorman (LAS), M. Lenczewski (LAS), A. Bennet (LAS), D. Fernandez (CLAS), A. Schatteman (CLAS), R. Houze (VPA), W. Finley (Libraries), M. Myles (Advisor),

Present

Ex-Officio Non-Voting Members Present: O. Ghrayeb (Vice Provost), J. Montag (Registration and Records), D. Young (Registration and Records), K. Saalfeld (Transfer Center), C. Garvey (Admissions), J. Evar Strid (UCIEL), E. Armstrong (Student Affairs), D. Halverson (Curriculum Coordinator/Catalog Editor)

The Baccalaureate Council (BC) meeting was called to order at 12:30 p.m. by Vice Provost and Chair Omar Ghrayeb.

I. ADOPTION OF AGENDA – Ghrayeb called for a motion to approve the agenda for September 10, 2020. Caughron so moved and this was seconded by Ferguson. The agenda was **APPROVE unanimously** for the September 10, 2020 BACCALAUREATE COUNCIL MEETING.

II. APPROVAL OF MINUTES – Ghrayeb announced that all minutes from academic year 2019-2020 have been and uploaded in the BC TEAMS site for review and retrieval.

III. ANNOUNCEMENTS

- A. Ghrayeb thanked the BC members for their willingness to serve Northern Illinois University in this vital role for the AY 2020-2021.
- B. New and returning members introduced themselves.

IV. NOMINATION OF ASSISTANT CHAIR AND VOTING

- A. Ghrayeb informed the council of the duties of the AC and asked for nominations. Caughron nominated A. Ferguson to serve for another year. The council approved by **ACCLAMATION**.

V. NOMINATION OF MEMBER TO SIT ON THE GEC (3) AND HONORS COMMITTEE (1)

- A. Caughron agreed to sit on the General Education Committee. Ghrayeb solicited other nominations and as none were forthcoming, it was agreed that an email would be sent to give Council members the opportunity to look at their schedules. Via email, after the meeting, both Alicia Schatteman and Margee Myles agreed to sit on the General Education Committee.
- B. Gorman agreed to sit on the Honors Committee.

VI. CONSENT AGENDA – Ghrayeb called for a motion to discuss and vote on the consent agenda. Caughron so moved and this was seconded by Ferguson. There was no discussion and the motion was **APPROVED unanimously**.

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VII. DISCUSSION AGENDA

A. College of Education

1. Ghrayeb called for a motion to discuss and vote on Item CEDU20.21.161920.04. Caughron so moved and this was seconded by Lenczewski. No discussion and the item was **APPROVED unanimously**.
2. Ghrayeb called for a motion to discuss and vote on Item CEDU20.21.191920.01. Caughron so moved and this was seconded by Lenczewski. Brief discussion of the process for items that will go to the President for final approval. Ghrayeb provided details on the structure of the addition of Emphases for this item. The vote was called for and **APPROVED unanimously**.

VIII. NEW BUSINESS

- A. Proposal for changes to Bylaws on Student Representation on the Baccalaureate Council and the General Education Committee – Ghrayeb called for a motion to discuss and vote on this proposal. Caughron so moved and this was seconded by Lenczewski. Council members agreed that having a process to nominate students directly versus the nomination process being limited to the College Student Advisory Committees (SAC) was a good addition. Caughron added that the SAC committees should have the first opportunity to nominate. An amendment to the proposal to include this stipulation was agreed upon unanimously. With this amendment in place, Caughron moved for approval and this was seconded by Lenczewski. There was no further discussion and the motion was **APPROVED unanimously**. Halverson presented this proposal to the Policy Library for inclusion into the APPM.
- B. Proposal for Updating I Grade language in the catalog – Ghrayeb called for a motion to discuss and vote on this proposal. Gorman so moved and this was seconded by Caughron. There was discussion on vague language to indicated a longer or shorter period than 120 days for faculty to allow completion of the necessary work for a grade. Myles suggested language to provide clarity. An amendment to this proposal to include this language was agreed upon unanimously. With this amendment in place, Gorman moved for approval and this was seconded by Caughron. There was no further discussion and the motion was **APPROVED unanimously**. The 2020-2021 online catalog has been updated with this new language.

- IX. ADJOURNMENT** - Ghrayeb call for a motion to adjourn. Caughron so moved and this was seconded by Bennett. The first meeting of the Baccalaureate Council for the academic year 2020-21 was adjourned at 1:57 pm.

Respectfully submitted,

Denise Halverson
Curriculum Coordinator/ Catalog Editor

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