

**OFFICIAL MINUTES
BACCALAUREATE
COUNCIL
Second Meeting/Academic year
2023-24 October 12, 2023
Meeting Format: Teams**

Voting Members Present: A. Ferguson (BUS), B. LaFrance (CLAS), B. Hart (CVPA), J. E. Strid (CEDU), S. Ehsani (CBUS), B. McGowan (University Libraries), A. Linner (CLAS), O. Chubenko (CLAS), N. Holland (Advising), I. Salehinia (CEET), R. Caughron (CEDU), K. T. Cho (CEET), D. Boughton (CVPA) – joined at 1:07.

Voting Members Absent: A. Saravanan (CHHS), K. Thepboriruk (CLAS), Trude Jacobsen-Gidaszewski (CLAS), A. Zaker (Student Rep), P. Chheav (Student Rep).

Ex-Officio Non-Voting Members Present: A. Schatteman (Vice Provost), J. Slaby (Student Affairs Designee), C. Schmitz (Director of Reg & Rec), R. Smith (Transfer Center Coordinator), C. Garvey (Info Tech for Admin Sys & Processing), A. Hutchinson (Educational Services and Programs Rep), S. McCarron (Director of Fin Aid), M. Lagunas (Assistant VP - Enrollment), Gawron (Curriculum Coordinator – Vice Provost Office)

The Baccalaureate Council (BC) meeting was called to order at 12:31 p.m. by Chair Alicia Schatteman, Vice Provost, Academic Affairs

- I. ADOPTION OF AGENDA – called for a motion to approve the agenda for October 12, 2023. Caughron so moved and this was seconded by Ferguson. The motion was **APPROVED unanimously**.
- II. APPROVAL OF MINUTES – called for a motion to approve the minutes from 09/14/2023’s BC meeting. Caughron so moved and this was seconded by Smith. There was a brief discussion about J. E. Strid’s dual reporting as voting member and non-voting member. **The motion to approve the minutes passes with 11 in favor and 1 abstention (J.E. Strid).**
- III. ANNOUNCEMENTS
 - a. Schatteman briefly mentioned that general counsel is examining all committees of faculty Senate and University Councils to see which will be subject to the Open Meetings Act. Schatteman indicated if changes are needed that it would take place next academic year.
 - b. Schatteman indicated student reps are needed for the BC and to reach out to any interested students.
 - c. Sub-Committee Updates
 - i. General Education Committee (Rod Caughron, Chair)
 1. Caughron briefly explained that the General Education Committee will be considering removing the pathways in NIU’s general education program. He went into a bit of the history about how pathways is not funded or coordinated, and that currently some colleges do not participate in the pathways portion of general

education.

- d. Annual Listing of Changes for FY 2023 – Schatteman explained that this is an annual listing of added/deleted programs for the academic year that is sent to IBHE/Board of Trustees.
- e. Online Learning Trends and Highlights Fall 2023 – Schatteman explained that there was an NIU publication/website that gives good insights into student preferences of modality, pre/post COVID dynamics, among other information.
- f. Schatteman briefly mentioned that Faculty Academy on Cultural Competence and Equity (FACE) is starting up workshops and that there are teacher awards that one can submit applications for consideration.
- g. Section E Expedited Curricular Changes – Schatteman and Ferguson briefly explained the difference between the E.1 and E.2 expedited sections and what qualifies as an expedited change. Expedited usually are low impact changes and could be more editorial in nature. They also indicated that the BC Executive Committee meets before the BC meeting to ensure expedited proposals should be considered for full review or not (such as MATH 110). Caughron motioned a vote to approve the expedited proposals. Strid seconded. There was a brief discussion on the importance of reviewing proposals so that potential issues can be addressed. **The motion to approve the E.1 proposals passes with 11 aye, 0 nay, 2 abstentions (Linner, Chubenko).** Caughron motioned to approve the E.2 proposals. Strid seconded. **The motion to approve the E.2 proposals passes with 12 aye, 0 nay, 1 abstention (Linner).**
- h. Part 1 – Submitted to BC as Expedited
 - i. Attachment E.1
- i. Part 2 – Determined to be Expedited by the BC Executive Committee
 - i. Attachment E.2

IV. DISCUSSION AGENDA

- a. For inclusion in the 2024-2025 Catalog. Dates listed after items are when the items were approved at the College
Caughron motioned a vote to discuss all of the section A items and vote on them at the end of the discussion. Strid seconded. After the discussion of all of the items, a vote was initiated where all section A proposals were **APPROVED UNANIMOUSLY.**
 - i. College of Business – No Curricular Items
 - ii. College of Education –
 - 1. Minor in Social Change Leadership – Program Deletion – 09/12/2023
Schatteman explained that the changes and rationale for the program deletion. There was no discussion on this item.
 - iii. College of Engineering – No Curricular Items

- iv. College of Health and Human Sciences – No Curricular Items
- v. College of Liberal Arts and Sciences –
 - 1. Nonprofit and NGO Studies BA/BS – Program Changes - 09/06/2023
Schatteman explained that this proposal primarily just removed the ANTH courses and adding the UBUS course. There was no discussion on this proposal.
 - 2. JOUR 475 – New Course - 09/13/2023
Schatteman explained the new course and how having an Artificial Intelligence in Journalism and Media course would be helpful for current trends. There was no discussion on this proposal.
 - 3. MATH 110 – Course Change – 09/13/2023
Schatteman and Ferguson explained that this proposal was initially submitted as an expedited item, but given the oddity of the prerequisite specifically requiring a D grade as an option, the BC Executive committee felt it is appropriate to have it be reviewed by the full BC committee. Holland shared her screen and explained the visual representation of how a student would place into the different levels of MATH. Holland shared questions concerning how this affects repeatability of the course and if the advisor materials need to be updated. Linner explained that this should allow students to more easily enter the course. There was a brief discussion involving Caughron, Schatteman, Holland, LaFrance, Strid about the complexity of the prerequisite, the specific grade requirements of prerequisites, and how that affects a student’s path through relevant courses.
- vi. College of Visual and Performing Arts –
 - 1. MUED 380 – New Course - 09/25/2023
Hart explained that the new MUED 380 course will be taught by a nationally recognized piano tuner and that it should be a great course to add to the curriculum. There was no discussion on this item.
- vii. Honors –
 - 1. HON 305 – New Course – 09/01/2023
Schatteman explained the specifics of the course, such as it being variable hour and that honors courses go directly to BC. There was no discussion on this item.

V. UNFINISHED BUSINESS

a. Curriculog Update

Schatteman explained that Amanda Durik (CLAS) and Kerry Wilks (Graduate School) were joining the Curriculog Implementation team and that Gawron (Vice Provost Office) is beginning outreach to College Administrators about routing/membership/forms.

Schatteman explained that much of the process will take place over the fall and will involve access to build/experiment with Curriculog.

b. Bylaws Revision

Schatteman indicated that the bylaws need updating given various outdated language and a technical issue where students without a college could not serve on committees. Overall, this item would be reserved for discussion for slower periods in the year.

c. Bookstore

The bookstore discussion centered primarily on book adoptions and how the use of the bookstore affects the quality of the service received. Examples included students using online ordering while being on campus when they could potentially pick up their books in person. Another reason is that publishers are switching to on-demand publishing, which leads to potential shortages. Online ordering through the bookstore is slow partially for reasons such as the ones described above. Schatteman shared potential conclusions involving education concerning how best to use the bookstore, but also trying to transition over to online materials access with course fees covering the cost of books. There was a brief discussion on how long a student would have access to these online materials. It was concluded that they would have access to the materials for the duration of the semester/course or shorter if they leave the course.

VI. NEW BUSINESS

a. Advising Directors – Repeating a Course Update

Schatteman explained the addition of withdraw as not counting as a repeat in a course should support students who retake courses and yield efficiencies in less forms needing to be submitted for third attempts. There was considerable discussion on what classifies as an “attempt” in a course where withdraws appear to reflect negatively in some areas of reporting while in others, they appear to not count as “attempts.” This discussion also led to reasons why a student would withdraw from a course and what timeframe a student could leave a course while counting it as a withdraw. Other discussion items were finding a typo in the policy and potential errors in the system detecting attempts in a course. This discussion included: Holland, Schatteman, Linner, Ferguson, LaFrance, Schmitz. Caughron motioned to approve the new language and to correct the typo in the policy. Strid seconded. **The motion passed with 12 aye, 0 nays, 1 abstention (Linner).**

VII. ADJOURNMENT

Caughron motioned to adjourn. Strid seconded. The meeting adjourned approximately 1:17 pm.