

OFFICIAL MINUTES
BACCALAUREATE
COUNCIL
Fourth Meeting/Academic year
2023-24 December 7, 2023
Meeting Format: Teams

Voting Members Present: Boughton, D. (CVPA), Ferguson, A. (CBUS), Linner, A. (CLAS), McGowan, B. (Libraries), Salehinia, I. (CEET), Cho, K.Y. (CEET), Holland, N. (CVPA), Gidaszewski, T. (CLAS), Strid, J.E. (CEDU), Hart, B. (CVPA), Ehsani, S. (CBUS). Caughron, R. (CEDU), Thepboriruk, K. (CLAS)

Voting Members Absent: Saravana, A. (CHHS), La France, B. (CLAS), Chubenko, O. (CLAS), Zaker, A. (Student), Chheav, P. (Student).

Ex-Officio Non-Voting Members Present: Gawron, I. (Office of the Vice Provost), Hutchinson, A. (CHANCE), Schatteman, A. (Office of the Vice Provost), Lagunas, M. (Admissions). McCarron, S. (Financial Aid), Schmitz, C. (Office of Registrar)

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** – Schatteman called for a motion to approve the agenda for November 9, 2023. Ferguson motioned. Caughron seconded. Motion was **APPROVED unanimously**.
- II. **APPROVAL OF MINUTES** – Schatteman called a motion to approve the minutes. Caughron motioned. Smith seconded. The minutes were approved.
- III. **ANNOUNCEMENTS**
 - a. **General Education Committee Update** - Caughron gave a brief update on the General Education committee and how they are working on a purpose statement for NIU’s Gen Ed program. Caughron also alluded to discussions to help ensure Gen Ed courses do not have prerequisites and are not senior level courses. He shared there is a working group of the Gen Ed Committee to get the process going and they will begin their work on January.
 - b. **CUIAE Report** – Schatteman briefly explained what CUIAE does and how it relates to student and instructional awards.
 - c. **Section E Expedited Curricular Changes** –
 - d. **Part 1** – Submitted to BC as Expedited
 - i. **Attachment E.1**
 1. Schatteman briefly explained the difference(s) between E.1 and E.2 proposals. Little discussion occurred on E.1 proposals. Caughron motioned to approve the proposals. Gidaszewski seconded. The motion passed unanimously.
 - e. **Part 2** – Determined to be Expedited by the BC Executive Committee
 - i. **Attachment E.2**

1. Strid motion a vote to approve E.2 proposals. Caughron seconded. Little discussion occurred on these proposals. Strid shared that he reviewed these in-depth given how they affect his department and felt they were accurate/reasonable changes. The motion passed unanimously.

IV. DISCUSSION AGENDA

- a. For inclusion in the 2024-2025 Catalog. Dates listed after items are when the items were approved at the College
 - i. College of Business –
 - a. Caughron motioned a vote to approve the CBUS proposals. Ferguson seconded. Schatteman led the discussion. The motion to approve the proposals passed unanimously.
 2. Accelerated BS in OIM/MS in Data Analytics – New Program – 10/24/2023
 - a. Little discussion occurred on this proposal
 3. Business Analytics Using SAS Software and Enterprise Management Using SAP Software – Program Deletions – 11/07/2023
 - a. Little discussion occurred on this proposal
 4. ACCY 464 – New Course – 11/07/2023
 - a. Little discussion occurred on this proposal
 5. Minor in Business Analytics – Program Revision - 11/07/2023
 - a. Little discussion occurred on this proposal
 6. Information Technology Management - Program Revision – 11/07/2023
 - a. Little discussion occurred on this proposal
 - ii. College of Education –
 - a. Strid motioned a vote to approve the CEDU proposals. Caughron seconded. Schatteman led the discussion. The motion was amended to ensure the updated copy was included in the KNPE Honors proposal. The motion to approve the proposals passed unanimously.
 2. Learning Behavior Specialist, I with PEL – Program Revision
 - a. Little discussion occurred on this proposal
 3. KNPE 307 – New Course
 - a. Schatteman explained the proposal and Caughron gave additional context concerning whether the course would be taught by NIU faculty. The conclusion was that the course would be taught by NIU faculty. Caughron, in general, provided additional context to the peer

organizations that will support the course. This discussion included: Caughron, Ferguson, and Schatteman.

4. KNPE 314 – Course Revision
 - a. Little discussion occurred on this proposal.
 5. KNPE 443 – Course Revision
 - a. Little discussion occurred on this proposal.
 6. KNPE 452 - Course Revision
 - a. Little discussion occurred on this proposal.
 7. KNPE Degree with Honors
 - a. The discussion around this proposal was that a course list was not specified fully. The course list was specified and the proposal was updated from the department prior to the meeting. Discussion overall included the partnership with the Honors program at NIU, how well the program is doing generally. This discussion included: Gawron, Schatteman, Ferguson, Gidaszewski.
 8. Middle School Literacy Certificate – Program Deletion
 - a. Little discussion occurred on this proposal.
- iii. College of Engineering –
- a. Caughron motioned to approve the proposals. Ferguson seconded. Schatteman led the discussion. Little discussion occurred on these items besides a reference to UEET 120 being switched from mandatory to recommended in a rationale. The motion to approve the proposals passed unanimously.
 2. Mechanical Engineering BS – Program Revision – 09/28/2023
 - a. Little discussion occurred on this proposal
 3. Industrial Management and Technology – Program Revision - 09/26/2023
 - a. Little discussion occurred on this proposal
 4. UEET 120 – New Course – 10/14/2023
 - a. Little discussion occurred on this proposal.
 5. TECH 437 – Course Revision – 10/17/2023
 - a. Little discussion occurred on this proposal.
- iv. College of Health and Human Sciences –
- a. Caughron motioned a vote to approve the proposals. McGowan seconded. Schatteman led the discussion. Because of the considerable concerns with the different proposals under CHHS, it was decided to pull these proposals from approval for reconsideration at the next BC meeting (12/14).

2. Adult Development and Aging – Program Revision – 10/20/2023
 - a. Little discussion occurred on this proposal.
3. REHB 337 – New Course – 10/27/2023
 - a. Discussion on this proposal centered around the lack of non-duplication statement. Additional discussion occurred on the presence of non-duplication documents, but the lack of a non-duplication statement was problematic and given that the statement is necessary for all new courses. This discussion included: Ferguson, Schatteman, Gawron, Caughron, Holland, Strid.
4. Minor in Rehabilitation Counseling – 10/27/2023
 - a. Little discussion occurred on this proposal.
5. COMD 433 – New Course – 11/03/2023
 - a. Little discussion occurred on this proposal
6. Rehabilitation and Disability Services BS – Program Revision – 11/03/2023
 - a. Little discussion occurred on this proposal
7. PHHE 465 – New Course – 11/03/2023
 - a. This proposal had non-duplication concerns and was pulled. There was a brief discussion on the importance of non-duplication checking/statements and what that process entails. It mostly involves checking the academic catalog to see if a similar course exists at NIU. This discussion included: Holland, Schatteman, Ferguson.
8. Public Health BS – Program Revision - 11/03/2023
 - a. Discussion primarily centered on the confusing formatting in the document and the conclusion was that the catalog format will resolve the issue. Discussion also included the lack of an impact statement indicating to BIOS that their courses will be a part of the program. Discussion included: Caughron, Gawron, Schatteman, Ferguson, Holland.
9. FSMD 475 – New Course – 11/03/2023
 - a. This proposal had non-duplication concerns and was pulled.
10. Visual Merchandising Certificate – New Program – 11/03/2023
 - a. This proposal had concerns over the C or better requirement to graduate with this certificate and how that interacts with majors versus non-majors. This is also related to the FSMD 475 proposal and was pulled accordingly. This

discussion included: Ferguson, Schatteman, Holland, Gawron.

11. Communicative Disorders BS – Other Catalog Changes – 11/10/2023
 12. Minor in Health Administration – New Program – 11/10/2023
 - a. Little discussion occurred on this proposal.
 13. Minor in Public Health – Program Revision – 11/10/2023
 - a. Little discussion occurred on this proposal.
 14. NURS 316 – Course Revision – 11/10/2023
 - a. Discussion around the Nursing course proposals centered on the C or better display in the prerequisites and how best to have it outlined to be accurate and be cognizant of the S/U grading of some of the prerequisites. Because of this, the course proposals were pulled.
 15. NURS 317 – Course Revision – 11/10/2023
 16. NURS 318 – Course Revision – 11/10/2023
 17. NURS 422 – Course Revision – 11/10/2023
 18. NURS 431 - Course Revision – 11/10/2023
 19. Nursing Major – Program Revision - 11/10/2023
 - a. The main point of discussion was concerning how often they admit to the program being different than other areas of the proposal. Such as whether or not they admit during the summer.
- v. College of Liberal Arts and Sciences –
- a. Ferguson motioned to approve the CLAS proposals. Gidaszewski seconded. Schatteman led the discussion. The motion was amended to exclude the BIOS proposal given the emphasis and rationale concerns. The amended motion was approved unanimously.
 2. Accelerated Integrated Degree – BS/MS Chemistry – New Program – 10/04/2023
 - a. Little discussion occurred on this item.
 3. Biological Sciences BS – Program Revision – 10/18/2023
 - a. Discussion occurred on this proposal mostly concerning if the proposal is a new emphasis, and why the rationale does not line up with the proposal. This discussion included: Ferguson and Schatteman. The proposal was pulled.
 4. BS/MS in Statistics – New Program – 10/18/2023
 - a. Little discussion occurred on this topic.
 5. Film and Television Studies – Program Revision –

10/25/2023

- a. Little discussion occurred on this proposal.
6. Minor in Cognitive Science – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
7. BIOS 310X – New Course – 11/08/2023
 - a. Little discussion occurred on this proposal
8. ENV5 302 – Course Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
9. PSYC 300 – Course Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
10. BIOS 312X – New Course – 11/08/2023
 - a. Little discussion occurred on this proposal
11. COMS 433 – New Course – 11/08/2023
 - a. Little discussion occurred on this proposal
12. Earth, Atmosphere and Environment BS – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
13. Environmental Studies BA/BS – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
14. Minor in Environmental Studies – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
15. Sustainable Food Systems – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
16. Nonprofit and NGO Studies BA/BS – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
17. STAT 418 – New Course – 11/08/2023
 - a. Little discussion occurred on this proposal
18. Minor in Sustainability Engineering – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
19. Engineering Technology BS – Program Revision – 11/08/2023
 - a. Little discussion occurred on this proposal
- vi. College of Visual and Performing Arts –
 1. Ferguson motioned to approve the CVPA proposals. Gidaszewski seconded. Schatteman led the discussion. The motion was amended to exclude the MUHL 430, and the ART-D proposals. The motion passed unanimously.
 2. BA/BM in Music – Program Revisions
 - a. Discussion mostly included the 230 and 330 change for a course requirement, and relevant

course proposals. The BA did not have the 230 to 330 change, while the BM did.

3. MUHL 430 – New Course – 10/23/2023
 - a. Discussion centered on the title being different in different parts of the form, whether it was a special topics or not, that MUHL 430 is an existing course and that the question is surrounding a specific offering of the course. Additional discussion included catalog years and whether or not they would have to submit a new course to satisfy their request. It was concluded to reach out to the department concerning the overall goal and how best to handle it. The discussion included: Ferguson, Schatteman, Hart, Caughron, Gawron. The proposal was pulled.
4. MUTC 100 – Course Revision – 10/23/2023
 - a. Discussion around this course was mostly about potential concerns with a 3 credit hour course replacing a 2 credit hour course (MUTC 105) and how that would impact students, such as GPA calculation and repeat rules. Additional topics included if catalog year played a role in this and substitution/waivers. This discussion included: Schatteman, Ferguson, Schmitz, Caughron, Holland, Gawron. Because of this concern, the course deletions were rejected and the new courses were approved.
5. MUTC 206 – Course Revision – 10/23/2023
 - a. The discussion for this proposal was similar to MUTC 100 and involved the same people.
6. MUTC 105 – Course Deletion – 10/23/2023
 - a. The discussion for this proposal was similar to MUTC 100 and involved the same people.
7. MUTC 207 – Course Deletion – 10/23/2023
 - a. The discussion for this proposal was similar to MUTC 100 and involved the same people.
8. TH-D 340 – New Course – 11/03/2023
 - a. Discussion topics were concerning the lack of non-duplication statement, and references to how much the course has changed, but with little requested changes to the title or description.
9. ARTD 405 – Course Revision – 11/3/2023
 - a. Discussion topics were similar to TH-D 340
10. ARTD 412 – Course Revision – 11/3/2023
 - a. Discussion topics were similar to TH-D 340
11. TH-D 305 - Course Revision – 11/3/2023

- a. Little discussion occurred on this topic
 - 12. TH-D 306 - Course Revision – 11/3/2023
 - a. Little discussion occurred on this topic
 - 13. TH-D 405 - Course Revision – 11/3/2023
 - a. Little discussion occurred on this topic
 - 14. MUHL 330 – New Course – 11/14/2023
 - a. Discussion topics were similar to the MUTC proposals where, ultimately, MUHL 330 was approved while the course deletion MUHL 230 was rejected to preserve access to students, if needed.
 - 15. MUHL 230 – Course Deletion – 11/14/2023
 - a. Little discussion occurred on this proposal and it was rejected.
 - vii. Honors – No Curricular Items
 - viii. Directly to BC – No Curricular Items
- V. UNFINISHED BUSINESS
 - i. Ferguson led the discussion reminding the committee that the initial issue with the proposal was concerning AHLS 472 being a variable hour course and the program proposals being associated with AHLS 472. Discussion, overall, centered on this topic and how it is better to have a separate lab course for HLC reporting reasons and better transparency for students. This discussion involved: Ferguson, Schmitz, Schatteman, Gawron, Holland. Because the additional information provided by the department was not sufficient, the proposals were moved to the 12/14 meeting for further consideration.
 - b. AHLS 472
 - c. Medical Laboratory Sciences BS
 - d. Medical Laboratory Sciences Workforce Development Cert
- VI. NEW BUSINESS
- VII. ADJOURNMENT