

**OFFICIAL MINUTES  
BACCALAUREATE  
COUNCIL  
Fifth Meeting/Academic year  
2023-24 December 14, 2023  
Meeting Format: Teams  
Meeting Minutes for 12/14/2023 were approved via  
email vote.**

Voting Members Present: Boughton, D. (CVPA), Ferguson, A. (CBUS), Linner, A. (CLAS), Gidaszewski, T. (CLAS), Strid, J.E. (CEDU), Hart, B. (CVPA), Ehsani, S. (CBUS). Caughron, R. (CEDU), Thepboriruk, K. (CLAS), Chubenko, O. (CLAS), Myles. M. (Advising) in for Holland, N. (Advising).

Voting Members Absent: Zaker, A. (Student), Chheav, P. (Student), Cho, K.Y. (CEET), Salehinia, I. (CEET), McGowan, B. (Libraries)

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), Schmitz, C. (Office of Registrar), Smith, R. (Transfer Coordinator), Garvey, C. (Information Tech)

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 December 14, 2023. Ferguson moved to approve the agenda. Thepboriruk seconded. All voted in favor.
- II. **APPROVAL OF MINUTES** – Schatteman called a motion to approve the minutes. Gidaszewski motioned to approve the minutes. Strid seconded. All voted in favor.
- III. **ANNOUNCEMENTS**
- 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 – No Curricular Items
    - ii. College of Education –
      - a. Strid motioned a vote to approve CEDU proposal(s). Caughron seconded. All voted in favor.
  2. **KNPE 190 – New Course**
    - a. Gawron/Ferguson led the discussion indicating that KNPE 190 had concerns with it being taught “off-load” and that the course rationale indicated it was required, but nothing else referenced it being required. The updated rationale/proposal resolved the concerns. Caughron shared additional perspectives on the importance of the course and how helpful it will be to have.

- iii. College of Engineering – No Curricular Items
- iv. College of Health and Human Sciences – No curricular items
- v. College of Liberal Arts and Sciences –
  - a. Caughron motioned to approve the CLAS proposals. Strid seconded. Schatteman led the discussion. All voted in favor.
- 2. ILAS 490 – New Course – 11/29/2023
  - a. Little discussion occurred on this proposal
- 3. Career Planning – New Program – 11/29/2023
  - a. Schatteman/Gawron led the discussion. Overall topics included: how the certificate is helpful for students, and mechanical changes for catalog consistency/clarity. Discussion topics/concerns mostly included how only CLAS courses are included in this program and how it might be misleading to have “open to all students” if the initial iteration of the program is geared more toward CLAS students. This discussion included: Myles, Strid, Schatteman, Gawron, Ferguson. It was agreed to add a friendly amendment to remove the “open to all students” reference.
- 4. Bachelor of General Studies – New Program – 11/29/2023
  - a. Little discussion occurred on this proposal.
- 5. CLAS Front Page – Minor Edit – 11/29/2023
  - a. Little discussion occurred on this proposal
- vi. College of Visual and Performing Arts – No Curricular Items
- vii. Honors – No Curricular Items
- viii. Directly to BC – No Curricular Items

V. UNFINISHED BUSINESS

- Approval of May 11, 2023 Meeting Minutes
  - Schatteman explained that during the transition period between the previous Curriculum Coordinator and the current Curriculum Coordinator, the May 11<sup>th</sup> BC minutes were never created. Schatteman shared that official actions cannot be taken until the minutes are approved for that meeting, and this was mostly a procedural function. There was a brief discussion on the exact mechanics of approving minutes from ~7 months ago and how that might interact with future proposals. Ferguson motioned to approve the minutes. Strid seconded. 10 voted in favor. 1 Abstention (Caughron). The minutes were approved.
- BM in Music – Amendment to update title to Classical
  - Schatteman introduced this amendment to update an already approved proposal from the 12/7 meeting to remove various references to “Classical.” Little discussion occurred on this topic. Caughron motioned to approve the amendment. Gidaszewski

seconded. All voted in favor.

- Old CHHS Items (some of this will be duplicated on the May 11 agenda, but not everything is listed there. I tried to filter out the duplicates on the agenda) – for the 2024-2025 catalog
    - Gawron led the discussion by explaining that these proposals were put on the agenda due to potential ambiguities around spring and that these proposals were potentially not approved/reviewed by the BC. There was a brief review/discussion of the proposals that concluded that they seemed fairly straightforward. Additional discussion occurred on the mechanics of potentially approving something that was already approved. The discussion included: Ferguson, Schatteman, Gawron. Ferguson motioned to approve the proposals. Caughron seconded. All voted in favor.
    - GERO 467 – Course Revision (Page 4)
    - Human Development and Family Sciences, Comprehensive Major BS – Program Revision
    - Minor in Gerontology – Program Revision
    - HDFS Comprehensive Major – Other Catalog Changes
    - Communicative Disorders BS – Program Revision
    - Medical Laboratory Sciences BS – Other Catalog Changes
    - Medical Laboratory Sciences BS – Limited Admission Change
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## 12/7 Meeting Old Business

### CHHS –

Caughron motioned to approve the 12/7 CHHS proposals. Ferguson seconded. Discussion of the nursing proposals mostly included: Schatteman, Ferguson, Gawron. All voted in favor.

- **Adult Development and Aging – Program Revision – 10/20/2023**
  - Little discussion occurred on this proposal.
- **REHB 337 – New Course – 10/27/2023**
  - Concerns were around the non-duplication statement. The department provided a non-duplication statement.
- **Minor in Rehabilitation Counseling – 10/27/2023**
  - Little discussion occurred on this proposal.
- **COMD 433 – New Course – 11/03/2023**
  - Concerns were around the non-duplication statement. The department provided an non-duplication statement.
- **Rehabilitation and Disability Services BS – Program Revision – 11/03/2023**
  - Little discussion occurred on this proposal.
- **PHHE 465 – New Course – 11/03/2023**

- Concerns were around the non-duplication statement. The department provided an non-duplication statement.
- **Public Health BS – Program Revision - 11/03/2023**
  - The concern with this proposal was an impact statement/approval from BIOS to add a course to the program. The BIOS approval email is present. There was a brief discussion about other notifications to relevant departments, such as EAE.
- **FSMD 475 – New Course – 11/03/2023**
  - Concerns were around the non-duplication statement. The department provided an non-duplication statement.
- **Visual Merchandising Certificate – New Program – 11/03/2023**
  - The concern around this proposal was the C or better requirement for all coursework. Additional rationale was provided by the department.
- **Communicative Disorders BS – Other Catalog Changes – 11/10/2023**
  - Little discussion occurred on this proposal.
- **Minor in Health Administration – New Program – 11/10/2023**
  - Little discussion occurred on this proposal.
- **Minor in Public Health – Program Revision – 11/10/2023**
  - Little discussion occurred on this proposal.
- **NURS 316 – Course Revision – 11/10/2023**
  - Nursing courses proposals were updated to better indicate C or better in the prerequisites and to navigate that some of the prerequisites have S/U grading.
- **NURS 317 – Course Revision – 11/10/2023**
- **NURS 318 – Course Revision – 11/10/2023**
- **NURS 422 – Course Revision – 11/10/2023**
- **NURS 431 - Course Revision – 11/10/2023**
- **Nursing Major – Program Revision - 11/10/2023**
  - The concern with this proposal was surrounding language referencing summer/fall/spring admissions, but other references indicating only admitting in fall/spring. Additional rationale was provided for this proposal explaining that different nursing programs have different admission dates, but it was discovered that this did not technically update the proposal wording at all. After a brief discussion, the proposal appeared sufficient for consideration of approval.

CLAS –

Caughron motioned a vote to approve the CLAS proposal(s) from 12/7. Strid seconded. All voted in favor.

- **Biological Sciences BS – Program Revision – 10/18/2023**

- The concern with this proposal was the rationale was incorrect but was updated later. The new rationale appeared sufficient.

CVPA –

Caughron motioned to approve the CVPA proposal from 12/7. Strid seconded. All voted in favor.

- **MUHL 430 – Writing Infused – 10/23/2023**
  - The initial concern was whether or not MUHL 430 was requesting writing-infused or if a new course proposal was needed. MUHL 430 was approved for writing-infused, which resolved the concern.
- **ARTD 405 – Course Revision – 11/3/2023**
  - ARTD 405/412 concern was whether or not more changes were needed to the courses (such as description/title) given references to how much changed over time with the courses. The updated rationale answered that the current titles/descriptions are still accurate.
- **ARTD 412 – Course Revision – 11/3/2023**

#### AHLS 472 Proposals

- Gawron briefly indicated that these proposals should have been on the agenda and that they were carried over from November given concerns about the variable hour course rationale with it being separated by lab/non-lab. The updated rationale/action indicated that they will keep it as 2 credit hours and will figure out the lab option at a later date. Caughron motioned to approve the AHLS 472 proposals. Ferguson seconded. All voted in favor.

#### VI. NEW BUSINESS

- **Enrollment Residence Requirement Policy**
  - Schmitz led the discussion explaining how NIU currently has their residency requirement summing it up as “30 out of 40 after 80,” meaning students, to graduate at NIU, needed 30 out of the last 40 credit hours at NIU after their first 80 credit hours. This has created various confusions/concerns over the years, and an effort was made to simplify the requirement. The proposal is looking to have the residency requirement indicate “30 out of the last 60 credit hours.” The overall discussion centered around: how the current requirement is waived due to conflicts with students, how the new rule should make smooth out the process for returning students, and how there appears to be little downsides to this update. Discussion primarily included: Schmitz, Myles, and Schatteman. Caughron motioned to approve the proposal. Strid seconded. All voted in favor.

#### VII. ADJOURNMENT

Caughron motioned to adjourn. Strid seconded.