OFFICIAL MINUTES BACCALAUREATE COUNCIL

**Seventh Meeting/Academic year 2024-2025 March 13, 2025**

**Meeting Format: Teams**

Voting Members Present: Chubenko, O. (CLAS); McGowan, B. (ULIB); Vahedian Khezerlou, A. (CBUS); Chen, J. (CHHS); Linner, A. (CLAS); Sanner, G. (Student Rep); Holland, N. (Advising); Conro (Student Representative); Uhrine, E. (Student Rep); Sharp, S. (CLAS); La France, B. (CLAS); Salehinia, I. (CEET); Ehsani, S. (CBUS);

Voting Members Absent: Boughton, D. (CVPA); Devroye, A. (CVPA); Strid, J.E. (CEDU); Thepboriruk, K. (CLAS); Patel, K. (CHHS); B. Perez (CEDU); Mills, W. (CEET);

Ex-Officio Non-Voting Members Present: Schmitz, C. (Office of Registrar); Lagunas, M. (Admission); Gawron, I. (Office of Vice Provost); Buhrow, A. (Office of Vice Provost). Boldman, R. (AVP for Student Affairs); Garvey, C. (Information Tech Associate); Buhrow, A. (Educational Services and Programs); Lopez, R. (Community College Initiative); Schatteman, A. (Vice Provost)

The Baccalaureate Council (BC) meeting was called to order at 12:32 p.m. by Chair Alicia Schatteman, Vice Provost, Academic Affairs.

1. **ADOPTION OF AGENDA**

France motioned to approve the agenda. Holland seconded. The agenda was adopted.

1. **APPROVAL OF MINUTES**

* 2-13-24 BC Minutes were approved via email.

1. **ANNOUNCEMENTS**

* Courses not taught in 5+ Years (Alicia) *file uploaded to Teams site*

Schatteman gave a brief description of the document concerning courses not offered for 5+ years and the various efforts to try and resolve the issue. Currently, working with departments and colleges to get proposals submitted to delete courses is occurring, hence the delete course proposals on the agenda.

* Reports from Standing Committees of the BC:
  + General Education Committee
    - No Report
  + Committee for the Improvement of the Undergraduate Experience (CIUAE)
    - Schatteman reported that the committee has chosen an award winner and the winner will be announced soon.
  + Honors Committee
    - No Report

1. **CONSENT AGENDA *For inclusion in the 2026-2027 Catalog***

Schatteman briefly explained the consent agenda items and, with no members motioning to move any of these proposals to the discussion agenda, they were considered approved.

 College of Health and Human Sciences

[AHCD 444](https://niu.curriculog.com/proposal:1147/form) – Delete Course

[AHCD 490](https://niu.curriculog.com/proposal:1148/form) – Delete Course

[FSMD 252](https://niu.curriculog.com/proposal:1134/form) – Delete Course

[FSMD 351](https://niu.curriculog.com/proposal:1135/form) – Delete Course

[FSMD 471](https://niu.curriculog.com/proposal:1136/form) – Delete Course

[HDFS 285](https://niu.curriculog.com/proposal:1137/form) – Delete Course

[HDFS 394](https://niu.curriculog.com/proposal:1143/form) – Delete Course

[HDFS 398](https://niu.curriculog.com/proposal:1138/form) – Delete Course

[NUTR 428](https://niu.curriculog.com/proposal:1159/form) – Delete Course

[UHHS 200](https://niu.curriculog.com/proposal:1149/form) – Delete Course

College of Education

[UEDU 300](https://niu.curriculog.com/proposal:1227/form) – Delete Course

College of Business

[UBUS 311](https://niu.curriculog.com/proposal:1281/form) – Delete Course

1. **DISCUSSION AGENDA**  ***For inclusion in the 2026-2027 Catalog*.**

**College of Engineering***–*

* [MCTR 100](https://niu.curriculog.com/proposal:1111/form) – New Course (Received approval for General Education)

France motioned to approve the proposal. Salehinia seconded. Gawron briefly introduced the proposal. Little discussion occurred on the topic. **All voted in favor. Zero against. Zero abstentions. The motion passed.**

**College of Business**– *No curricular items*

**College of Education –** *No Curricular Items*

**College of Health and Human Sciences –**

* [Health Sciences (B.S.)](https://niu.curriculog.com/proposal:1130/form) – Program Change

France motioned to approve the proposal. Holland seconded. Gawron briefly introduced the proposal. Little discussion occurred on the topic. **All voted in favor. Zero against. Zero abstentions. The motion passed.**

**College of Liberal Arts and Sciences *–*** *No curricular items*

**College of Visual and Performing Arts***–* *No curricular items*

**Other** –

***For inclusion in the 2025-2026 Catalog*.**

**Proposal to move Catalog Description language from Policy Library to Undergraduate Catalog** [front of catalog](https://niu.curriculog.com/proposal:1330/form)

France motioned to approve the proposal. Holland seconded. Schatteman introduced the proposal. Schatteman indicated that the proposal was meant to just move existing policy language out of the policy library and into the catalog. No substantive changes are occurring. Little discussion occurred on the topic. **All voted in favor. Zero against. Zero abstentions. The motion passed.**

1. **UNFINISHED BUSINESS**

1. **NEW BUSINESS**

Stand-Alone Certificates: rationale and requirements – Schatteman and Buhrow

Schatteman and Buhrow introduced this agenda item. They indicated that the university is moving to offer standalone certificates at the graduate and undergraduate levels. Additional context was given, such as the overall higher ed landscape appears to be moving in this direction where standalone certificates can be offered to prospective students to attend the university just for the certificate, as opposed to current practice of them needing to be admitted to a Bachelor or graduate degree program before taking certificates. Additional information included: various regulatory requirements needing to be met, such as job prospects related to the certificate and unique assessment considerations. The explanation of the agenda item also included a brief demonstration of relevant website(s) concerning certificates. Discussion topics included: standardization of assessment and other information that departments might need to know, such as minimum/maximum credit hours of certificates; discussion also included admissions components and the new ways systems will have to interact with standalone certificates. Discussion included: France, Schatteman, Buhrow, Garvey.

1. **ADJOURNMENT**

La France motioned to adjourn the meeting. Holland seconded. The meeting adjourned approximately 1:05 p.m.