# OFFICIAL MINUTES BACCALAUREATE COUNCIL

**First Meeting/Academic year 2024-2025 September 12, 2024**

**Meeting Format: Teams**

Voting Members Present: Schatteman, A. (Vice Provost), La France, B. (CLAS), Chubenko, O. (CLAS), McGowan, B. (ULIB), Perez, B. (CEDU), Mills, W. (CEET), Vahedian Khezerlou, A. (CBUS), Chen, J. (CHHS), Patel, K. (CHHS), Ehsani, S. (CBUS), Strid, J.E. (CEDU). Salehinia, I. (CEET), Linner, A. (CLAS), Boughton, D. (CVPA). Devroye, A. (CVPA), Sharp, S. (CLAS), Sanner, G. (Student Rep), Qin, N. (CBUS).

Voting Members Absent: Thepboriruk, K. (CLAS). Uhrine, E. (Student Rep).

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), Ishaq, F. (CIUE),

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

1. ADOPTION OF AGENDA – Schatteman called for a motion to adopt the agenda. Strid motioned and La France seconded. The agenda was approved unanimously.
2. APPROVAL OF MINUTES – Schatteman indicated the minutes were approved via email.
3. ANNOUNCEMENTS
	1. Schatteman welcomed the new members of the BC.
	2. Gawron and Schatteman led the orientation highlighting the supplemental document. The orientation mostly covered what to expect from the system and the general process of hyperlinking the agenda with proposals being reviewed. General topics included: the rationale for the new system, including reducing errors and better tracking; reducing quantity of proposals; confusion around the name of the software (Curriculog vs Curriculum). Discussion included: Schatteman, Gawron, Mills, Devroye, Strid.
	3. Schatteman led discussion on elections to GEC, Honors Committee, Assistant Chair of BC. Discussion surrounded general information about the committees’ work, meeting schedules, and any potential constraints related to the committees. Strid nominated himself for the Assistant Chair position. All voted in favor. Devroye nominated himself for a GEC position representing the BC. Patel nominated himself for an Honors Committee position representing the BC. Everyone voted in favor. All voted in favor. Discussion included: Schatteman, Patel, Devroye
	4. Ishaq led the discussion on CIUE highlighting that it is a subcommittee of the BC and that he would do occasional reports from that committee to the BC. He covered the responsibilities of the committee mostly including various initiatives to support the undergraduate experience.
4. Discussion Agenda
	1. Dates listed after items are when the items were approved at the College
		1. College of Business –

Schatteman introduced the CBUS proposals and invited a motion. La France motioned to approve the proposals. McGowan seconded. The discussion mostly centered on the MATH 210 addition to make the programs more flexible. Little discussion occurred on the proposals. 15 voted in favor. 2 abstained. The proposals were approved.

* + - 1. ***Fundamental Business Requirements – Shared Core Revision – 4/16/2024***
			2. ***ACCY 310 – Course Revision – 4/16/2024***
			3. ***Accountancy B.S. – Program Revision – 4/16/2024***
			4. ***Finance B.S. – Program Revision – 4/16/2024***
			5. ***Business Administration B.S. – Program Revision – 4/16/2024***
			6. ***Management B.S. – Program Revision – 4/16/2024***
			7. ***Marketing B.S. – Program Revision – 4/16/2024***
			8. ***Operations and Information Management B.S. – Program Revision – 4/16/2024***
		1. College of Education – *No Curricular Items*
		2. College of Engineering – *No Curricular Items*
		3. College of Health and Human Sciences – *No Curricular Items*
		4. College of Liberal Arts and Sciences –

Schatteman introduced the proposals and invited a motion to approve. With the new system, it was decided to click through the proposals individually and have separate motions to approve. Much of the general discussion surrounding the proposals involved system functionalities. Discussion included: Schatteman, La France, Holland, Devroye, Perez, Gawron, Strid, Patel, Schmitz, Chen

* + - 1. [***ANTH 490***](https://niu.curriculog.com/proposal%3A106/form) ***– Course Change***

Holland motioned to approve this proposal. La France seconded. Discussion included whether the course was repeatable, whether the course component was changing. 15 voted in favor. 1 abstention. The proposal was approved.

* + - 1. [***COMS 309***](https://niu.curriculog.com/proposal%3A127/form) ***– Course Change***

Strid motioned to approve the proposal. La France seconded. Little discussion occurred on the proposal. 14 voted in favor. 1 against. 1 abstention. The proposal was approved.

* + - 1. [***COMS 426***](https://niu.curriculog.com/proposal%3A126/form) ***– Course Change***

La France motioned to approve the proposal. Devroye seconded. Discussion primarily focused on the prerequisite construction and if the prerequisites were constructed clearly. With system confusions, it was not clear what exactly was changing with the prerequisites. Because of this, the motion was tabled.

* + - 1. [***COMS 482***](https://niu.curriculog.com/proposal%3A128/form) ***– New course***

Schatteman introduced the proposal. La France motioned to approve the proposal. Strid seconded. Little discussion occurred on the proposal. 13 voted in favor. 1 abstention. The proposal was approved.

* + 1. College of Visual and Performing Arts – *No Curricular Items*
		2. Other –
			1. [**Homeland Security Certificate Deletion *– Program Deletion***](https://niu.curriculog.com/proposal%3A276/form)

Schatteman introduced this proposal and gave the history of the program. The overall rationale related to required courses not being offered and how the certificate is already largely defunct. Given the ambiguous ownership of the program, the Vice Provost’s office led the changes to delete the program. Additional history was discussed about one of the tracks being deleted in Spring 2024 and how that led to the wider program being deleted. There were brief discussions on system dynamics of program proposals. Discussion included: Schatteman, Strid, Patel, Gawron. The proposal was approved unanimously.

1. UNFINISHED BUSINESS
	1. Update on [Community-Engaged Courses](https://www.niu.edu/academicaffairs/undergraduate-affairs/community-engaged-courses.shtml)

Schatteman briefly gave an update indicating that the new Community-Engaged Courses will have course and section-level designations, and the course-designation would go through the curriculum process. Schatteman highlighted a Community-Engaged taskforce to flesh out specific processes.

1. NEW BUSINESS
	1. Curricular Approval Policy Update – First Reading

Gawron and Schatteman introduced the policy change primarily highlighting: The changes mainly aim to streamline the language, reducing complexity in the current language; to have the update account for the new Curriculum System NIU just implemented; the general history of the policy coming from the older policy library (“appm”); and various routing updates to reflect current practice and streamline processes. Discussion included: Devroye, Schatteman, Gawron, Schmitz, Patel, Buhrow. Additional topics included: the confusing routing chart and how it should have an updated format; various definitional differences between concentrations and other programs.

* 1. Credit for Prior Learning Policy Review – Schmitz

Schmitz led the discussion on the policy update. The discussion topics primarily included: the importance of credit for prior learning and the increased demand of having various work/life experiences count toward degree completion; the different types of credit for prior learning in general; and to ultimately try to codify a lot of what NIU is currently doing with reviewing various military credit, among other program-specific reviews of credit for prior learning. Discussion included: Chen, Schmitz, Schatteman, Holland . Additional discussion topics inquired about: when credit for prior learning might occur (before entry into a program or during a program); various technical questions about caps on prior learning credit; and if financial aid applies to CPL (it does not).

1. ADJOURNMENT

Sharp motioned to adjourn the meeting. Vahedian Khezerlou seconded.