OFFICIAL MINUTES BACCALAUREATE COUNCIL

**Third Meeting/Academic year 2024-2025 November 14, 2024**

**Meeting Format: Teams**

Voting Members Present: 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), 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), Holland, N. (Advising) Conro (Student Representative); Uhrine, E. (Student Rep).

Voting Members Absent: Thepboriruk, K. (CLAS). Ehsani, S. (CBUS),

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), Schatteman, A. (Vice Provost)

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 – Khezerlou motioned to approve the agenda. McGowan seconded.
2. APPROVAL OF MINUTES – Schatteman indicated the minutes were approved via email.
3. ANNOUNCEMENTS
4. CONSENT AGENDA ***For inclusion in the 2025-2026 Catalog***

**Consent Agenda, after no comment or requests to move to discussion agenda, were approved.**

**College of Liberal Arts and Sciences**

* [English (B.A. or B.S.)](https://niu.curriculog.com/proposal:577/form) – Program Change
* [Minor in Cognitive Science (18-19)](https://niu.curriculog.com/proposal:141/form) – Program Change
* [Minor in Latino/Latin American Studies (18)](https://niu.curriculog.com/proposal:247/form) – Program Change
* [CRIM 288](https://niu.curriculog.com/proposal:164/form) – Course Change
* [CRIM 289](https://niu.curriculog.com/proposal:165/form) – Course Change
* [ENGL 311](https://niu.curriculog.com/proposal:282/form) – Course Change
* [SOCI 354](https://niu.curriculog.com/proposal:172/form) – Course Change
* [BIOS 305](https://niu.curriculog.com/proposal:570/form) - Course Change
* [BIOS 316](https://niu.curriculog.com/proposal:569/form) - Course Change
* [EAE 359](https://niu.curriculog.com/proposal:264/form) - Course Change
* [EAE 361](https://niu.curriculog.com/proposal:259/form) - Course Change
* [EAE 370](https://niu.curriculog.com/proposal:260/form) - Course Change
* [EAE 400](https://niu.curriculog.com/proposal:261/form) - Course Change
* [EAE 478](https://niu.curriculog.com/proposal:262/form) - Course Change
* [EAE 479](https://niu.curriculog.com/proposal:263/form) - Course Change
* [EAE 489](https://niu.curriculog.com/proposal:266/form) - Course Change
* [EAE 494](https://niu.curriculog.com/proposal:265/form) - Course Change
* [EAE 498](https://niu.curriculog.com/proposal:267/form) - Course Change
* [ENGL 334](https://niu.curriculog.com/proposal:552/form) - Course Change
* [ENGL 335](https://niu.curriculog.com/proposal:616/form) - Course Change
* [ENVS 100](https://niu.curriculog.com/proposal:144/form) - Course Change
* [ENVS 200](https://niu.curriculog.com/proposal:158/form) - Course Change
* [ENVS 301](https://niu.curriculog.com/proposal:159/form) - Course Change
* [ENVS 303](https://niu.curriculog.com/proposal:161/form) - Course Change
* [ENVS 304](https://niu.curriculog.com/proposal:162/form) - Course Change
* [FLAL 410](https://niu.curriculog.com/proposal:378/form) - Course Change
* [FLAL 483](https://niu.curriculog.com/proposal:150/form) - Course Change
* [FLSP 484](https://niu.curriculog.com/proposal:295/form) - Course Change
* [FLST 181](https://niu.curriculog.com/proposal:332/form) - Course Change
* [FLST 182](https://niu.curriculog.com/proposal:333/form) - Course Change
* [POLS 418](https://niu.curriculog.com/proposal:294/form) - Course Change
* [MET 431](https://niu.curriculog.com/proposal:287/form) - Course Change

**College of Engineering and Engineering Technology**

* [Industrial and Systems Engineering (B.S.)](https://niu.curriculog.com/proposal:553/form) – Program Change
* [Mechanical Engineering (B.S.)](https://niu.curriculog.com/proposal:543/form) – Program Change
* [BME 479X](https://niu.curriculog.com/proposal:690/form) - Course Change
* [ISYE 350](https://niu.curriculog.com/proposal:793/form) - Course Change
* [MEE 210](https://niu.curriculog.com/proposal:326/form) - Course Change
* [MEE 211](https://niu.curriculog.com/proposal:327/form) - Course Change
* [MEE 270](https://niu.curriculog.com/proposal:325/form) - Course Change
* [MEE 383](https://niu.curriculog.com/proposal:328/form) - Course Change
* [MEE 479](https://niu.curriculog.com/proposal:546/form) - Course Change
* [MEE 480](https://niu.curriculog.com/proposal:544/form) - Course Change
* [MEE 484](https://niu.curriculog.com/proposal:545/form) - Course Change
* [TECH 175](https://niu.curriculog.com/proposal:743/form) - Course Change
* [TECH 210](https://niu.curriculog.com/proposal:749/form) - Course Change
* [TECH 212](https://niu.curriculog.com/proposal:750/form) - Course Change
* [TECH 260](https://niu.curriculog.com/proposal:737/form) - Course Change
* [TECH 265](https://niu.curriculog.com/proposal:736/form) - Course Change
* [TECH 270](https://niu.curriculog.com/proposal:744/form) - Course Change
* [TECH 271](https://niu.curriculog.com/proposal:745/form) - Course Change
* [TECH 276](https://niu.curriculog.com/proposal:746/form) - Course Change
* [TECH 305](https://niu.curriculog.com/proposal:753/form) - Course Change
* [TECH 314](https://niu.curriculog.com/proposal:751/form) - Course Change
* [TECH 326](https://niu.curriculog.com/proposal:773/form) - Course Change
* [TECH 342](https://niu.curriculog.com/proposal:759/form) - Course Change
* [TECH 369](https://niu.curriculog.com/proposal:760/form) - Course Change
* [TECH 375](https://niu.curriculog.com/proposal:768/form) - Course Change
* [TECH 376](https://niu.curriculog.com/proposal:747/form) - Course Change
* [TECH 379](https://niu.curriculog.com/proposal:748/form) - Course Change
* [TECH 391](https://niu.curriculog.com/proposal:738/form) - Course Change
* [TECH 411](https://niu.curriculog.com/proposal:774/form) - Course Change
* [TECH 415](https://niu.curriculog.com/proposal:775/form) - Course Change
* [TECH 417](https://niu.curriculog.com/proposal:754/form) - Course Change
* [TECH 419](https://niu.curriculog.com/proposal:755/form) - Course Change
* [TECH 423](https://niu.curriculog.com/proposal:761/form) - Course Change
* [TECH 426](https://niu.curriculog.com/proposal:776/form) - Course Change
* [TECH 429](https://niu.curriculog.com/proposal:777/form) - Course Change
* [TECH 433](https://niu.curriculog.com/proposal:583/form) - Course Change
* [TECH 437](https://niu.curriculog.com/proposal:733/form) - Course Change
* [TECH 438](https://niu.curriculog.com/proposal:772/form) - Course Change
* [TECH 442](https://niu.curriculog.com/proposal:739/form) - Course Change
* [TECH 443](https://niu.curriculog.com/proposal:778/form) - Course Change
* [TECH 445](https://niu.curriculog.com/proposal:756/form) - Course Change
* [TECH 476](https://niu.curriculog.com/proposal:762/form) - Course Change
* [TECH 477](https://niu.curriculog.com/proposal:767/form) - Course Change
* [TECH 478](https://niu.curriculog.com/proposal:699/form) - Course Change
* [TECH 481](https://niu.curriculog.com/proposal:764/form) - Course Change
* [TECH 484](https://niu.curriculog.com/proposal:770/form) - Course Change
* [TECH 492](https://niu.curriculog.com/proposal:740/form) - Course Change
* [TECH 496](https://niu.curriculog.com/proposal:779/form) - Course Change

**College of Visual and Performing Arts**

* [MUSP 115](https://niu.curriculog.com/proposal:510/form) - Course Change
* [MUSP 116](https://niu.curriculog.com/proposal:512/form) - Course Change
* [MUSP 117](https://niu.curriculog.com/proposal:533/form) - Course Change
* [MUSP 118](https://niu.curriculog.com/proposal:534/form) - Course Change
* [MUSP 120](https://niu.curriculog.com/proposal:639/form) - Course Change
* [MUSP 121](https://niu.curriculog.com/proposal:640/form) - Course Change
* [MUSP 122](https://niu.curriculog.com/proposal:641/form) - Course Change
* [MUSP 123](https://niu.curriculog.com/proposal:642/form) – Course Change
* [MUSP 124](https://niu.curriculog.com/proposal:643/form) - Course Change
* [MUSP 125](https://niu.curriculog.com/proposal:644/form) - Course Change
* [MUSP 126](https://niu.curriculog.com/proposal:645/form) - Course Change
* [MUSP 127](https://niu.curriculog.com/proposal:646/form) - Course Change
* [MUSP 128](https://niu.curriculog.com/proposal:647/form) - Course Change
* [MUSP 129](https://niu.curriculog.com/proposal:648/form) - Course Change
* [MUSP 130](https://niu.curriculog.com/proposal:649/form) - Course Change
* [MUSP 210](https://niu.curriculog.com/proposal:455/form) - Course Change
* [MUSP 211](https://niu.curriculog.com/proposal:493/form) - Course Change
* [MUSP 212](https://niu.curriculog.com/proposal:496/form) - Course Change
* [MUSP 213](https://niu.curriculog.com/proposal:498/form) - Course Change
* [MUSP 218](https://niu.curriculog.com/proposal:523/form) - Course Change
* [MUSP 219](https://niu.curriculog.com/proposal:537/form) - Course Change
* [MUSP 223](https://niu.curriculog.com/proposal:525/form) - Course Change
* [MUSP 225](https://niu.curriculog.com/proposal:527/form) - Course Change
* [MUSP 227](https://niu.curriculog.com/proposal:529/form) - Course Change
* [MUSP 229](https://niu.curriculog.com/proposal:531/form) - Course Change
* [MUSP 310](https://niu.curriculog.com/proposal:492/form) - Course Change
* [MUSP 311](https://niu.curriculog.com/proposal:494/form) - Course Change
* [MUSP 312](https://niu.curriculog.com/proposal:497/form) - Course Change
* [MUSP 313](https://niu.curriculog.com/proposal:499/form) - Course Change
* [MUSP 318](https://niu.curriculog.com/proposal:524/form) - Course Change
* [MUSP 319](https://niu.curriculog.com/proposal:538/form) - Course Change
* [MUSP 323](https://niu.curriculog.com/proposal:526/form) - Course Change
* [MUSP 325](https://niu.curriculog.com/proposal:528/form) - Course Change
* [MUSP 327](https://niu.curriculog.com/proposal:530/form) - Course Change
* [MUSP 329](https://niu.curriculog.com/proposal:532/form) - Course Change

**College of Health and Human Sciences**

* [Minor in Family and Child Studies (21)](https://niu.curriculog.com/proposal:522/form) – Program Change
* [Minor in Financial Counseling (21-22)](https://niu.curriculog.com/proposal:518/form) – Program Change
* [Public Health (B.S.)](https://niu.curriculog.com/proposal:549/form) – Program Change
* [Human Development and Family Sciences, Comprehensive Major (B.S.)](https://niu.curriculog.com/proposal:520/form) – Program Change
* [HDFS 330](https://niu.curriculog.com/proposal:516/form) - Course Change
* [HDFS 343](https://niu.curriculog.com/proposal:548/form) - Course Change
* [HDFS 382](https://niu.curriculog.com/proposal:718/form) - Course Change
* [HDFS 445](https://niu.curriculog.com/proposal:715/form) - Course Change
* [HDFS 481](https://niu.curriculog.com/proposal:709/form) - Course Change
* [HDFS 485](https://niu.curriculog.com/proposal:717/form) - Course Change
* [NUTR 309](https://niu.curriculog.com/proposal:450/form) – Course Change
* [NUTR 310](https://niu.curriculog.com/proposal:460/form) - Course Change
* [NUTR 410](https://niu.curriculog.com/proposal:463/form) - Course Change
* [NUTR 429](https://niu.curriculog.com/proposal:612/form) - Course Change
* [NUTR 414](https://niu.curriculog.com/proposal:476/form) – Course Deletion

**College of Education**

* [TLCI 482](https://niu.curriculog.com/proposal:629/form) – Course Deletion
* [TLCI 483](https://niu.curriculog.com/proposal:630/form) - Course Deletion
* [TLCI 493](https://niu.curriculog.com/proposal:631/form) – Course Deletion
* LTRE 300 – Course Change (separate file due to older proposal)
* LTRE 320 – Course Change (separate file due to older proposal)

1. Discussion Agenda
   1. Dates listed after items are when the items were approved at the College
      1. College of Business – *No curricular items*
      2. College of Engineering –

Gawron led the discussion on the proposals and provided summaries. Discussion included: Mills, Schatteman, Strid. Little discussion occurred on the proposals. Strid motioned to approve the CEET proposals. La France seconded. **All voted in favor of the proposals.**

* [MEE 401](https://niu.curriculog.com/proposal:795/form) – New Course
* [MEE 483](https://niu.curriculog.com/proposal:796/form) – New Course
* [TECH 436](https://niu.curriculog.com/proposal:585/form) - Course Change
* [TECH 441](https://niu.curriculog.com/proposal:728/form) - Course Change
* [Engineering Technology (B.S.)](https://niu.curriculog.com/proposal:584/form) – Program Change
  + 1. College of Education –

Gawron led the discussion on the proposals and provided summaries. Little discussion occurred on these proposals. Devroye motioned to approve the proposals. Strid seconded. **All voted in favor of the proposals.**

* TLEE 333 – New Course (separate file due to older proposal)
* [Applied Management](https://niu.curriculog.com/proposal:541/form) – Program Change
  + 1. College of Health and Human Sciences –

 Gawron led discussion and provided summaries. La France motioned to approve the proposals. McGowan seconded. Discussion included: Conro, Schatteman, Gawron, Strid, Holland. Discussion topics included: The prerequisite changes of NUTR 415 and how that might relate to other courses/program considerations. **All voted in favor of the proposals.**

* [HSCI 217](https://niu.curriculog.com/proposal:582/form) - Course Change
* [NUTR 415](https://niu.curriculog.com/proposal:610/form) – Course Change
* [Medical Laboratory Sciences (B.S.)](https://niu.curriculog.com/proposal:433/form) – Program Change
* [Rehabilitation and Disability Services (B.S.)](https://niu.curriculog.com/proposal:605/form) – Program Change
* [Medical Laboratory Sciences – Limited Admissions Page](https://niu.curriculog.com/proposal:434/form) – Miscellaneous Catalog Changes
  + 1. College of Liberal Arts and Sciences –

Gawron led the discussion and provided summaries. La France motioned to approve the proposals. Strid seconded. Little discussion occurred on the proposals. **All voted in favor of the proposals.**

* [BKST 335X](https://niu.curriculog.com/proposal:146/form) – New Course
* [ENGL 341](https://niu.curriculog.com/proposal:255/form) – New Course
* [PHIL 357](https://niu.curriculog.com/proposal:371/form) – New Course
* [Political Science (B.A. or B.S.)](https://niu.curriculog.com/proposal:291/form) – Program Change
  + 1. College of Visual and Performing Arts –

Gawron led the discussion and provided summaries. Devroye motioned to approve the proposals. La France seconded. Boughton, Devroye and Gawron provided additional context/information. Little discussion occurred on the proposals. **All voted in favor of the proposals.**

* [*MUSP 308*](https://niu.curriculog.com/proposal:824/form) *– New Course*
* [*MUSP 307*](https://niu.curriculog.com/proposal:823/form) *– New Course*
* [*MUHL 224*](https://niu.curriculog.com/proposal:382/form) *– New Course*
* [*Art Studio and Design (B.F.A.)*](https://niu.curriculog.com/proposal:363/form) *– Program Change*
  + 1. Other – *No curricular items.*

1. UNFINISHED BUSINESS
   1. Election of two additional BC members to GEC

Schatteman reminded the committee about more BC members needed for GEC.

* 1. Curricular Approval Procedure – Policy Update and Routing Document

Schatteman and Gawron led the discussion on the changes to the Curricular Approval Procedures policy and the related routing document. The discussion topics included: how this aims to streamline the policy and makes things more flexible to be more responsive to the needs of the institution/faculty/process; how the new curricular management system necessitates some changes to the policy; and how the routing document should include what might constitute a “change” a “new” or a “delete” proposal; importance of sharing this information with college/department curriculum chairs. Discussion included: Gawron, Schatteman, Devroye. Devroye motioned to approve the proposal. La France seconded. **All voted in favor of the proposal.**

1. NEW BUSINESS
   1. Discussion of reinstatement process and policies.

Schatteman led discussion on this item. Discussion topics included: improving the decision timeline process and filling gaps in various deficiencies; supporting equity; standardizing the process; specific examples/forms were shown; AI concerns; Discussion included: Schatteman, Patel, Khezerlou, Uhrine, Garvey, Mills, Devroye

* 1. Discussion of Community Engaged designation catalog copy

Schatteman led discussion on this item. Discussion topics included: a new form for Community Engaged courses that will be uploaded to existing course change/new course proposals; a general explanation of the community engaged courses with section and course level designations; how there will be a list of some courses for community engaged designation the BC will review by the end of the year; which courses might count for community engaged. Discussion included: Schatteman, Strid, Buhrow

1. ADJOURNMENT

La France motioned to adjourn the meeting. Devroye seconded.