

MINUTES

University Council Academic Policy Committee
Thursday, October 4, 2018, 9:30 a.m.
Altgeld Hall 125
Northern Illinois University
DeKalb, Illinois

VOTING MEMBERS PRESENT: Block, Boughton (for Staikidis), Burton, J. Chen, Chmaissem, Coli, Collins, Ledgerwood, Ghrayeb, Mershon

VOTING MEMBERS ABSENT: Newman, Stephen, Staikidis

I. CALL TO ORDER

Academic Policy Committee chair **V. Collins** called the meeting to order at 9:30 a.m.

II. VERIFICATION OF QUORUM

A quorum was established.

III. ADOPTION OF THE AGENDA

J. Burton moved to adopt the agenda, seconded by **O. Ghrayeb**. Motion passed.

IV. PUBLIC COMMENT

There was no public comment.

V. NEW BUSINESS

- A. Review Policies for Distance Education Courses Carrying Undergraduate Credit
[APPM Section III, Item 23](#) – Pages 2-3
[Proposed Process](#) – Page 4

V. Collins presented a proposed process to guide the policy review.

The following observations were made during general discussion:

- NIU's academic colleges and deans reviewed its online program last year.
- NIU Faculty Development and Instructional Design Center serves as a one-stop-shop for the development of online programs.
- NIU Division of Enrollment Management, Marketing and Communications plays an active role in marketing NIU's online programs, but will likely also

engage an outside vendor for certain aspects of marketing.

- In alignment with its peer institutions, NIU defines online programs as those that are 100 percent delivered online, and where the student need never step foot on campus.
- The definition of online programs contained within the current policy aligns with the HLC definition, but does not align with NIU's accepted definition noted above.
- NIU also offers other hybrid courses, which contain an online component but are not 100 percent delivered online.
- The intention of developing online programs is to recruit place-bound students, who cannot come to campus, hence 100 percent online delivery.
- Online programs also are developed for on-campus students and are more likely to be hybrid programs.
- Should the UC-APC also consider reviewing the Guidelines for Online Courses Carrying Graduate Credit?

The following observations were made regarding the proposed process to guide the policy review:

- The proposed process was approved.
- Data/feedback will be gathered via a Qualtrics survey.
- The Qualtrics survey will be sent to deans (who can delegate to their online program coordinators); Jason Rhode, Executive Director of Extended Learning and Chief Online Learning Officer; UC-APC members; possibly selected students through undergraduate student representative Madalynn Mershon.
- Make sure the revised policy is in alignment with current practice.
- Take into consideration other discussions, which have taken place.

VI. ADJOURNMENT

Meeting adjourned at 10:10 a.m.