I. ADOPTION OF THE AGENDA

A motion to adopt the agenda was made by R. Johns, seconded by G. Conderman amending it to move New Business before Old Business. **Motion passed unanimously.**

II. NEW BUSINESS

Timi Adeboje, Director of Academic Affairs for the Student Association, brought forward a proposal modifying the Add/Drop period. NIU students are currently allowed to add or drop via MyNIU through the Sunday prior to the second week of classes. During the second week of classes, depending on whether students wish to add or drop, they must seek permission from either their advising college or the department offering the course. He provided information pertaining to how other Illinois institutions as well as MAC institutions handle add/drop. He created a Qualtrics survey that he sent to the student association Senators as well as some students. He also presented the idea to the College of Health & Human Sciences student advisory committee; they gave him some great feedback/insights. One concern brought to his attention was the impact on students adding courses in the second week, making up for the missed material. He said another concern raised was if students were not required to obtain permission, would that mean...
they would not speak to their advisors, however his survey showed that students would continue to seek the advice of their advisors.

There was some discussion regarding the proposal. J. Montag said that he and S. Estes had spoken about the proposal and there are several areas that need further investigation. One of those areas is whether the system can handle the proposed change. Another concern was the impact on financial aid and the disbursement schedule. Johns brought up the impact on laboratory courses – missing two weeks of lab is not a good position to be in; labs cannot be made up. D. Gorman suggested maybe a different requirement for freshmen or transfer students than for students at the junior/senior level. C. Garvey pointed out the complexity of implementing a two-tiered system. Basically the proposal comes down to whether students should be allowed to self-serve during the second week of classes. Most agreed that the drops were not as much concern as adds, especially in the second week. Birberick mentioned decoupling add/drop to allow them to have different rules.

III. OLD BUSINESS

CEET #1 – Certificates of Undergraduate Study

IYSE requesting minimum grade of C in each course applied toward all certificates (Lean Six Sigma & Logistics).

S. Marsh made a motion to approve the request, seconded by D. Gorman. Marsh withdrew her motion after further discussion. D. Gorman made a motion, seconded by J. Wolfskill to table the issue for rationale from IYSE. Motion passed unanimously.

CEET #3 – prerequisites and C or better for TECH 406 and 411

There was discussion whether the C or better for TECH 406 pertained to both MATH 155 and TECH 211. The committee agreed it was not clear the way it was written nor by the rationale that was given. The prerequisite for TECH 411 was clearly written for a C or better in MATH 155.

J. Wolfskill made a motion to approve the prerequisite for TECH 411 and to table the request for TECH 406 pending clarification of the grade of C or better as well as potential justification if it pertains to TECH 211 in addition to MATH 155, seconded by S. Marsh. Motion passed unanimously.
CEET #4 – Accelerated program language ELE, IYSE, MEE and TECH 425 prerequisite clarification

Birberick explained that for the Accelerated B.S./M.S. sequence they are attempting to align language in the Undergraduate catalog to what is used in the Graduate catalog, which was approved years ago. In the other narratives, they are substituting the word accelerated for integrated. Wolfskill added that the C or better in MATH 155 for TECH 425 is not placing an undo burden since a grade of C is required to graduate. Conderman requested an editorial correction replacing the word finished for completed in the second line of the Accelerated B.S./M.S. Sequence paragraph.

A motion was made by D. Gorman, seconded by J. Umoren to approve the proposed changes. Motion passed unanimously.

CLAS #6 – Accelerated B.A. or B.S./MPA in Political Science and Public Administration

There was discussion regarding the grades of B or higher and the rationale. The department is targeting their strongest students. In the curriculum information, the last sentence should say 60 credit hours in their major not 50.

R. Johns made a motion to approve the accelerated B.A or B.S./MPA in Political Science and Public Administration, seconded by J. Umoren. Motion passed unanimously.

CVPA #1 – School of Art and Design

Birberick explained that the changes for Art and Design Education pertain to licensure requirement of the State of Illinois and the School updating the catalog language. There was discussion about the word entitlement and the Office of Educator Licensure would be consulted to ensure that was the appropriate language.

Also discussed were ARTD 303, ARTD 468 and ARTD 469. M. Parks indicated she believes that the portfolio prerequisite for ARTD 303 was incorrectly left in. They want to have the course considered as a general education course. Birberick indicated it would most likely not pass through the GEC due to the portfolio requirement. For ARTD 468 and 469, Parks said both are courses in the major and need the portfolio review.

D. Gorman made a motion to approve CVPA #1 except for ARTD 303, which is tabled until additional information from the School of Art is received, seconded by G. Conderman. Motion passed unanimously.
IV. ADJOURNMENT

A motion to adjourn @ 4:28 p.m. was made by S. Marsh, seconded by R. Johns. Motion passed unanimously.

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant
Office of the Provost