Committee on the Improvement of Undergraduate Education
April 7, 2014
(13-14, #5)

APPROVED

Members present: Karen Brandt (HHS), Derek Brown (student-LAS), Jason Hanna (LAS); Sheryl Honig (EDU); Michael Kolb, Acting Associate Vice Provost (for Birberick); Brian Mackie (BUS); Linda Matuszewski (UCC/BUS);

Members absent: Patricia Anderson (Alum Assoc); Richard Blecksmith (LAS for Holland), J.D. Bowers (Associate Vice Provost for Honors), Aaron Cornelio (student – HHS), Mark Mehrer (LAS for Kusimba); Sarah McHone-Chase (LIB); Shanthi Muthuswamy (EET); Audrina Pryer (student-LAS)

Others: Jeanne Ratfield, (Administrative Assistant to Vice Provost) Recorder.

I. Adoption of Agenda

A motion was made by S. Honig, seconded by J. Hanna to approve the agenda. The motion passed unanimously.

II. Approval of Minutes

S. Honig made a motion to approve the minutes from the March 17, 2014 meeting, seconded by L. Matuszewski with amendments suggested by J. Hanna. The motion passed unanimously.

III. Old Business

Reviewed of EUIA/EUTA nomination forms. L. Matuszewski had written suggestions and comments regarding the nominating forms. The committee used those as a starting point for their discussion. On a motion by S. Honig, seconded by D. Brown the addition of the specifically who should provide the information requested in the General Instructions (B) #1 and #2 will indicate that this information be provided by student representative/group. Motion passed unanimously.
There was discussion of the information for Prompt 4 (Box 6). This discussion included some rewording; changing #4 to be similar to #5 beginning with has demonstrated a pattern of sustained teaching excellence at NIU as demonstrated through... therefore #4 and #5 are similar but the information given in #5 is from student evaluations only. A motion for this change was made by L. Matuszewski, seconded by D. Brown also adding for student evaluations from undergraduate courses. The motion passed unanimously.

It was pointed out that the rubric would need to be changed as well.

IV. **Adjournment**

L. Matuszewski made a motion to adjourn @ 1:50 p.m., seconded by S. Honig. **Motion passed.**

*Respectfully submitted,*

*Jeanne Ratfield*