I. APPROVAL OF AGENDA

A motion was made and seconded to approve the revised agenda. The motion passed.

II. ANNOUNCEMENTS

A. Approval of Minutes

The minutes of the April 18, 2006, meeting were electronically approved.

B. Introductions

Committee members introduced themselves and stated which department and/or college they represented.

III. OLD BUSINESS

There was no old business.

IV. NEW BUSINESS

A. Election of Committee Chair for 2006-2007

D. Cesarotti nominated Melissa Lenczewski to serve as chair of CUAE for 2006-2007. No other nominations were made.
A motion to approve Melissa Lenczewski as chair of CUAE for 2006-2007 was made by D. Cesarotti, seconded by S. Webber. The motion passed.

B. USOAR Guidelines

E. Seaver gave an explanation and briefly reviewed the guidelines of the Undergraduate Special Opportunities in Artistry and Research student award program noting that CUAE has oversight over the process. The program is funded by the Office of the Provost and gives undergraduate students an opportunity to participate in a student initiated research project under the supervision of a faculty member. Students work with the faculty member to develop a proposal which is submitted to a review committee. Two evening informational workshops are also held in the fall for interested students. The review committee, which includes representatives from each of the colleges, will review the proposals, select the award winners and report back to CUAE. A luncheon for the award recipients is held in the spring after the announcement of the winners. He noted that this has been a highly successful program and is a great opportunity for undergraduate students.

C. T. Lin made a motion, seconded by D. Pender, to approve the Undergraduate Special Opportunities in Artistry and Research guidelines for 2006-2007. The motion passed.

C. Committee Goals and Recommendations for 2006-2007

M. Lenczewski gave an overview of the 2005-2006 CUAE Annual Report highlighting discussions held by the committee which lead to goals and topics for 2006-2007. Three of the most pertinent areas are the First Year Connections/UNIV 101/201, the City of DeKalb/NIU partnership, and the NIU parking and bike programs. Speakers presented information to the committee on all three topics during 2005-2006, and the committee will ask for status/follow-up reports during 2006-2007. M. Lenczewski asked if there were other topics and/or ideas that committee members might also have.

S. Webber noted that a new Religious Observances Policy is being structured, and she would like to know if CUAE could spearhead the process to get this in a format and distributed to students and faculty. E. Seaver clarified that the policy she is referring to came from Human Resources and has been reviewed in the Provost Office. He explained that Human Resources can make policy and provide guidelines in relation to employees, but Human Resources can not develop policy as it relates to students; only the faculty at NIU can develop policy as it relates to students. He recommended that, since this is a faculty governance issue, it should be directed straight to the Faculty Senate rather than being submitted through this committee and UCC. The CUAE committee members expressed agreement with this.

As another topic for the committee, E. Seaver suggested that as a regular monthly update for this year the new student information system implementation be added. He explained that a new system,
NIU Connect, is being implemented over the new two years, and it will have an impact on the student academic environment as the university moves more toward self-service. This new system will impact how students enter and look at the university, as well as the web presence.

M. Lenczewski suggested that as a possible focus for the next meeting, an update on one of these issues be presented. C. T. Lin suggested that input direct from students or student focus groups on student needs and feelings be presented. As a simpler and more expedient means of looking at student data, T. Griffin suggested that data be drawn from existing data bases that he has available. He noted that in order to collect fresh data, the process must be started early. E. Seaver suggested that the college Student Advisory Committees be asked to send a representative to a future meeting or ask to have dialog with a UNIV 101 section. T. Griffin questioned whether this would be a good representation of all undergraduates at NIU. E. Seaver noted that any one particular group would not necessarily ever be a good representation of all NIU undergraduates. T. Griffin suggested asking the office of Institutional Research to provide data from research that has already been done on student groups. T. Griffin agreed to provide data for the next meeting, and E. Seaver will contact the Office of Institutional Research to obtain data from student surveys.

C. T. Lin also suggested holding a CUAE meeting in a student housing facility or dormitory as another means to get a better feel for the undergraduate environment. K. Wesener offered to arrange to host a meeting in a student dormitory and include members of the RHA group.

M. Lenczewski added that she would also like to receive any updates on the parking/biking programs that evolved over the summer. E. Seaver also said that he would contact the Division of Finance and Facilities to obtain some background on the issue of closing Normal Road to vehicle traffic.

D. Pender asked if the committee had any reason for obtaining information or data on reasons for students attending counseling sessions. She noted that new software is being implemented, and reports with general generic data can be generated as well as head count numbers for custom data such as social/emotional issue reports, etc. M. Lenczewski suggested that D. Pender bring to the next meeting some suggestions on what kind of data/types of questions could be addressed.

M. Lenczewski asked if data could be obtained from the First Connections/UNIV 101 for the next meeting. E. Seaver said that there are year-end reports, and he will ask Scott Peska, Orientation Office, for information for a future meeting. T. Griffin noted that the data being requested is already in existence.

M. Lenczewski suggested that the topic of the City of DeKalb/NIU Partnership be reserved for a future meeting. E. Seaver recommended contacting Rena Cotsones for an update on any recent activities. M. Lenczewski also suggested asked Bob Albanese,
Associate Vice President for Finance and Facilities, be invited to a future meeting to discuss campus signage and give an update on parking and bike program.

N. Pappanduros asked about contacting someone to discuss the traffic flow on Annie Glidden Road. He noted that bus route #5 has been running extremely slow due to heavy traffic on Lucinda between Annie Glidden and Normal Roads. He explained that uses become backed up in the Holmes Student Center turnaround and then have difficulty exiting onto Lucinda in both directions. He suggested that having someone from the NIU Public Safety direct traffic during peak times might help. T. Griffin recommended contacting Don Grady, NIU Public Safety, to address this issue.

J. Fischer mentioned that the bus stop near the Engineering Building and Barsema Hall has no shelter, and there are many students using that bus stop during inclement weather. He asked if there was someone to whom this issue could be addressed. E. Seaver suggested bringing this issue to the attention of Bob Albanese as well.

D. **Student Representation**

M. Lenczewski said that in addition to having student representation on this committee, the committee has considered going direct to the students to obtain information regarding issues they might have for this committee. She expressed appreciation to the students in attendance for coming to the meeting and giving their input. She also noted that it would be advantageous to have a student representative from the Campus Activities Board attending on a regular basis.

T. Griffin commented that it has been brought to his attention several times this fall what might be perceived potentially as a Campus Activities Board (CAB) issue. He said there is a perception of a lack of diversity and inappropriate absence of such historical things as downtown events at the Egyptian Theatre that attract city and campus people to fine arts series and other kinds of art forms. He noted that there are fewer out of the mainstream opportunities for cultural experiences for the campus community than there used to be. M. Lenczewski suggested adding “more cultural opportunities” into the topics discussed within the City of DeKalb/NIU Partnership topic.

V. **ADJOURNMENT**

The meeting was adjourned at 3:05 p.m. The next meeting is scheduled for Tuesday, October 10, 2006, beginning at 2:00 p.m. in Altgeld Hall 225.

Respectfully submitted,
Mollie Montgomery
Recording Secretary