Northern Illinois University

COMMITTEE ON THE UNDERGRADUATE ACADEMIC ENVIRONMENT

118th Meeting
Tuesday, September 9, 2008
Altgeld Hall 225

MINUTES

Approved

Present: T. Bough (VPA), J. Brunson (Ex Officio, Student Affairs), D. Cesarotti (EET), A. Dreessen (Ex Officio, Student Involvement and Leadership Development), J. Isabel (UCC/HHS), W. Johnson (LIB), M. Koren (HHS), D. Pender (EDUC), M. Stang (Ex Officio, Student Housing Services)

Absent: M. Lenczewski (LAS), E. Seaver (Ex Officio, Vice Provost), S. Webber (BUS)

Guest: T. Griffin (Ombudsman)

I. APPROVAL OF AGENDA

As a faculty chair had not yet been elected, D. Pender served as acting chair for the meeting.

A motion was made by T. Bough, seconded by D. Cesarotti, to approve the agenda. The motion passed.

II. ANNOUNCEMENTS

A. Committee Member Introductions

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

B. Approval of Minutes

A motion was made by D. Cesarotti, seconded by W. Johnson, to approve the April 8, 2008, minutes of the Committee on the Undergraduate Academic Environment meeting. The motion carried.
III. OLD BUSINESS

There was no old business.

IV. NEW BUSINESS

A. **Election of Faculty Committee Chair for 2008-2009**

D. Pender asked for nominations for CUAE Faculty Committee Chair for 2008-2009. W. Johnson nominated Deb Pender to serve as chair. No other nominations were made, and Deb Pender accepted the nomination.

W. Johnson made a motion, seconded by D. Cesarotti, to approve Deb Pender to serve as CUAE Faculty Committee Chair for 2008-2009. **The motion passed.**

B. **Undergraduate Special Opportunities in Artistry and Research (USOAR) Guidelines**

D. Pender explained that the USOAR program was a funding opportunity for undergraduate students to help with their research and/or artistry projects, in coordination with a faculty sponsor, in particular, with travel if a student is making an international presentation at a meeting or conference. She asked committee members to look over the USOAR Guidelines and brochure and make suggestions or recommendations for changes if necessary. She noted that the brochure, guidelines and proposal format have been published and distributed to the campus community, however, suggestions for revisions could be incorporated into the information for the next academic year. The USOAR information is also available online.

The committee was interested in seeing a breakdown of the number of proposals submitted by each college over the fast few years. A report will be presented at the October CUAE meeting.

T. Bough made a motion, seconded by D. Cesarotti, to approve the Undergraduate Special Opportunities in Artistry and Research guidelines for 2008-2009. **The motion passed.**

C. **CUAE Representative to Serve on the Affirmative Action and Diversity Resources Committee**

D. Pender asked for a volunteer to serve as the CUAE representative to the Affirmative Action and Diversity Resources Committee (AADR) for 2008-2009.
As a representative was not identified, this item was tabled until the next meeting.

D. **Review of Committee Agenda Topics and Goals for 2008-2009**

D. Pender asked committee members to review the draft of the schedule of agenda topics for 2008-2009. She noted that the topics were tentatively established at the committee’s last meeting in April 2008.

T. Bough pointed out that no update on the MyNIU student system was included on the schedule of agenda topics, and he felt that, since there were some significant changes being made with the implementation of this new system, it would be beneficial to have this included. D. Pender suggested adding this to the agenda schedule for the March 2009 meeting. Brian Brim, Project Manager for the new student information system, and Brent Gage, Assistant Vice Provost for Enrollment Services, both of whom attended a previous CUAE meeting, will be invited to give an update at either the February or the March meeting.

D. Pender also suggested inviting Scott Peska, Director of the Office of Support and Advocacy, to attend the October meeting to address the topic of crisis response. J. Brunson added that Student Affairs is currently working on a February 14th memorial event. A. Dreessen noted that Scott Peska could also provide information about the memorial event, as he is serving as a member of the memorial event committee.

Micky Sharma, Director, Counseling and Student Development, will also be invited to the October meeting, and Tim Griffin agreed to present a report of the Ombudsman’s Office.

The February topic of campus climate will be dependent upon whether there is data returned and available from the Strategic Planning Survey.

A. Dreessen suggested adding the topic of Foundations of Excellence for the first year experience to the March meeting. She said that it is hoped, by that time, there might be more information to share from this self-study process.

*W. Johnson made a motion, seconded by D. Cesarotti, to accept the revised Committee on the Undergraduate Academic Environment Discussion Topics and Goals for 2008-2009. The motion passed.*

V. **ADJOURNMENT**

The meeting was adjourned at 2:25 p.m.
The next meeting is scheduled for Tuesday, October 14, 2008, at 2:00 p.m.

Respectfully submitted,
Mollie Montgomery
Recording Secretary