

Northern Illinois University
COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE
9th Meeting (Second meeting of 2017-2018)
Monday, October 2, 2017

MINUTES

APPROVED

Present: Pat Anderson (Alumni Association-Ex-officio); Brenda Aranda (COE); Sheila Barrett (HHS); Dhiman Chakraborty (CLAS); Brianno Coller(CEET); Sabrije Fejzowski (Student LAS-PHIL); Kerry Freedman (CVPA); Elisa Fredericks (COB); Sarah Holmes (ULIB); Trude Jacobsen (CLAS); Ed Klonoski (Associate Vice Provost, Ex-officio); Mackenzie Powell (Student-VPA-ART)

Absent: Todd Gilson (Honors Director, Ex-officio); Sarah Holmes (ULIB); Angela Kaminski (VP SAEM designee-Ex-officio); Jennifer Manning (HOUS-Ex-officio); Eric Rapp (Student-LAS-MATH)

I. APPROVAL OF AGENDA

A motion was made by T. Jacobsen to approve the agenda, seconded by B. Coller.
Motion passed unanimously.

II. INTRODUCTION OF STUDENT MEMBERS

III. APPROVAL OF MINUTES

A motion by T. Jacobsen was made to approve the September 11, 2017 minutes, seconded by K. Freedman. **Motion passed unanimously.**

III. OLD BUSINESS

Lauren Napolitano, Associate Director and Shelley Mass, Program Advisor from First and Second Year Experience attended to highlight the programs handled in their office. Shelley talked about UNIV 101/201, the first year seminar course. This course helps students transition into the university, whether they are coming directly from high school (UNIV 101) or transferring from another institution (UNIV 201). She also talked about the Common Reading Experience which is a required component of UNIV 101/201. The common read is meant to allow the students a common experience with their peers. Shelley also shared information about the first and second year success series which is a series of events that occur all throughout the first semester. These activities range from topics such as study skills to self-defense to cupcakes and conversations, which is networking with faculty and staff.

Huskies get Connected is another program that Shelley talked about. Interested students complete a survey online on the FSYE website about their interests, etc. and what times they are available. A FSYE student is matched to the inquiring student and creates a list of opportunities as well as clubs and organizations that match their interests. They are also given information about other resources on campus.

The last program Shelley talked about is the REACH program. This program is conducted by the student staff. They contact students who may have not connected to campus through UNIV, the CHANCE program, marching band or athletics just to inquire how things are going and if they need any assistance of any kind. This program was used in conjunction with the retention calling that FSYE did during the summer.

Lauren highlighted the second year experience (Y2@NIU) which is an all-encompassing program to encourage students to make the most of their second year. They send newsletters twice a semester letting them know about upcoming events and things that are happening on campus. The events are offered in conjunction with the first and second year success series to keep the students involved and engaged. Half-way there is a recognition event held in April for being ½ way to graduation. Sophomore Days of Service during the month of February helps students get involved in their campus and/or community through service. This has been a very successful program and the number of sites actually doubled in the past year.

Lauren talked about the mentoring programs in FSYE. They have two programs. Students can sign up during their orientation or after through August. Student-faculty links is for first year freshmen or transfer students connecting with faculty or staff members. Various activities are offered for the mentors/mentees, some are through the First and Second Year Success Series. Transfer to Transfer mentoring pairs new transfer students with a student who has successfully transferred into NIU. This is an informal program that allows students to communicate and meet with their mentor as often as they like. First and Second Year Experience office also oversees the Mentoring at NIU website which provides information for all mentoring programs on campus.

Committee members wondered how many students participated in the mentoring programs. Shelley indicated there are about 1200 students in with UNIV 101/201. Lauren indicated that there were probably 180 involved with their mentorship programs with another 200 involved with the broader reaching programs. Shelley said they have 13 student workers that assist with their programming.

K. Freedman asked if data could be provided to the committee, Lauren indicated they could gather that information.

T. Jacobsen asked about whether FSYE did departmental presentations for mentoring. She indicated that her department matches each major with a faculty mentor but some of her colleagues don't always feel comfortable handling non-academic issues. Lauren

indicated that this past year they worked with the College of Business and paired all their students with mentors. She said a similar arrangement could be made with other colleges or departments.

They mentioned the upcoming Common Reading Experience event in which the author of "Make your Home Among Strangers", Jennine Capo' Crucet on Tuesday, October 17th. There is a 12:30 student discussion presentation and an evening presentation @ 6:30 pm that will be more general and include a reading and conversation including the back story of the book.

In relation to how the committee can assist FSYE, Shelley mentioned assistance in finding Educators for UNIV 101/201. These are staff members with a minimum of a master's degree and some teaching experience or individuals without master's degrees can be paired with another individual to teach the one-hour course. Faculty members are also encouraged to participate – currently there are only a couple faculty members teaching sections. They are also in need of additional peer educators for the UNIV sections. Shelley indicated the numbers were down this year and they were not able to assign a peer educator for every section. S. Barrett commented how knowledgeable her peer educator was when she taught the class.

In addition, FSYE can use help as far as recruiting mentors for the mentoring programs. The numbers of mentees are increasing so they need the number of mentors to grow as well. Lauren added that some of the events they have for second-year are geared toward networking and when they hold events they put out a call for volunteers, they could definitely use help with that.

T. Jacobsen presented the information she prepared to recruit student members for the committee. She included a student survey regarding textbooks as well as demographic information. Committee members discussed the content of the survey and made minor editorial changes. E. Klonoski mentioned contacting the directors of all the cultural centers to solicit student participants as well. T. Jacobsen said she would make the changes and post the documents on SharePoint for committee members to review and make further comments/edits. There was discussion regarding the flow chart of recruitment and the best timeline.

The committee reviewed the EUJA/EUTA nomination forms and members made edits during this online review. A subheading indicating EUTA are for tenure or tenure track faculty was added. K. Freedman suggested that the prompts from the rubrics be copied to the prompt boxes in the nomination forms if that had not already been done. The changes will be sent to the committee members for final review and then they can be sent out.

The committee reviewed the David Raymond Technology in Teaching applications. The deadline was discussed. Allowing enough time for review prior to the February 5th meeting, January 15, 2018 will be the deadline for submission and the materials will be posted to SharePoint no later than January 19, 2018. There was additional discussion about the intent of the award. P. Andersen indicated that if the award is an endowment there is information that can be obtained from Development.

VI. NEW BUSINESS

S. Barrett announced the workshop (flyer posted in SharePoint) to be offered in the Library regarding alternatives to textbooks on Oct. 24th from 3-4pm. Please RSVP before Oct. 20th.

VII. ADJOURNMENT

K. Freedman made a motion to adjourn at 2:53 p.m., seconded by E. Fredericks. **Motion passed unanimously.**

Respectfully submitted,

Jeanne Ratfield

Administrative Assistant to the Vice Provost for Undergraduate Academic Affairs

Office of the Executive Vice President and Provost