

Northern Illinois University  
**COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE (CIUAE)**  
**2018-2019 MEETING #1**  
Monday, September 10, 2018

**MINUTES**

**APPROVED**

Present: Pat Anderson (Alumni Association-Ex-officio); Sheila Barrett (HHS); Daryl Dugas (COE); Todd Gilson (Honors Director, Ex-officio); Angela Grippo (CLAS); Cindy Hellyer-Heinz (CVPA); Trude Jacobsen (CLAS); Ed Klonoski (Associate Vice Provost, Ex-officio);

Absent: Dhiman Chakraborty (CLAS); Brianno Collier (CEET); Elisa Fredericks (COB); Sarah Holmes (ULIB);

Guest: Renique Kersh, Associate Vice Provost for Student Engagement & Success

**I. APPROVAL OF AGENDA**

A motion was made by T. Jacobsen to approve the agenda, seconded by S. Barrett.  
**Motion passed unanimously.**

**II. INTRODUCTIONS**

Committee members introduced themselves. Vice Provost Omar Ghrayeb was present and introduced himself and gave his background with the university. He talked about the importance of a positive experience for the students translating into retention and student success.

**III. ELECTION OF COMMITTEE CHAIR**

T. Jacobsen nominated herself to chair the committee, seconded by D. Dugas. **Motion pass unanimously.**

**IV. ANNOUNCEMENTS**

- a. E. Klonoski reviewed the By-laws and duties with the committee.
- b. Renique Kersh introduced herself and talked about her role as Associate Vice Provost for Student Engagement and Success. She talked about her involvement with the Strategic Enrollment Management group and their focus. She indicated she could present the committee with information pertaining to SEM's work so far.

E. Klonoski mentioned that the Student Association Director of Academic Affairs, Madalynn Mershon, is interested in aiding in the efforts of the committee.

The committee reviewed the efforts made last year regarding the textbook affordability issue. There is still an opportunity to work with the Student Association on textbook swaps. It was mentioned that some departments are not pursuing any affordability efforts. More discussion with students and faculty is desired. T. Jacobsen talked about going out to various groups. There was also discussion of the importance of student representation on the committee and members are encouraged to seek out students from their colleges. It was suggested that committee members visit the various student advisory boards to encourage membership on this committee.

CIUAE serves as the advisory committee for undergraduate mentoring programs. The committee wants Kelly Smith, Director of First and Second Year Experience to be invited to the next meeting.

There was discussion about another student survey; improving communications with both faculty/staff and students in terms of making the campus aware of the work of the committee. Discussion about making visits throughout campus was also proposed.

Other items discussed for this year's focus include: work on the award applications; as well as equity and inclusion.

## **VI. ADJOURNMENT**

D. Dugas made a motion to adjourn at 2:00 p.m., seconded by S. Barrett. **Motion passed unanimously.**

*Respectfully submitted,  
Jeanne Ratfield  
Administrative Support  
Office of the Vice Provost for Undergraduate Studies*