

Northern Illinois University  
**COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE (CIUAE)**  
**2018-2019 MEETING #2**  
Monday, October 1, 2018

**MINUTES**

**APPROVED**

Present: Sheila Barrett (HHS); Daryl Dugas (COE); Angela Grippo (CLAS); Cindy Hellyer-Heinz (CVPA); Sarah Holmes (ULIB); Trude Jacobsen (CLAS); Renique Kersh (Associate Vice Provost, Ex-officio for Klonoski); Sabrina Self (CLAS-SAC)

Absent: Pat Anderson (Alumni Association-Ex-officio); Dhiman Chakraborty (CLAS); Brianno Coller (CEET); Elisa Fredericks (COB); Todd Gilson (Honors Director, Ex-officio);

Guest: Kelly Smith, Director, First- and Second-Year Experience

**I. APPROVAL OF AGENDA**

A motion was made by D. Dugas to approve the agenda, seconded by C. Hellyer-Heinz. **Motion passed unanimously.**

**II. APPROVAL OF MINUTES**

A motion was made by A. Grippo to approve the minutes from the September 10, 2018 meeting, seconded by C. Hellyer-Heinz. **Motion passed unanimously,**

**III. GUEST PRESENTATION**

Kelly Smith, Director of First- and Second-Year Experience was present to give an overview of FSYE. She indicated that UNIV 101 enrollment was at 70% first-year students, UNIV 201, the Transfer Experience, was at 11% enrollment. She indicated that the data collected shows that students taking this course benefit from the information included. She also mentioned that a new initiative for CHANCE students, which CHANCE leadership supports, is a second semester course that will focus on financial literacy, career counseling as well as engagement. These are skills that most students can use. There is a possibility that sections for all student may be offered in the future.

FSYE is exploring on-line and other resources for first-year returning adult students. The office still is working on mentorship programs. They use On-Base to connect students with programs. There are approximately 450 participants.

FSYE also does a lot of retention work, such as REACH (Retention Effort for All in Coming Huskies) calling. These calls are basically wellness check-ups. The office also performs non-enrollment calling, which consists of contacting students who haven't enrolled with

no evidence of a reason for non-enrollment. Smith indicated that they are looking to combine these calling programs and want to work with colleges to expand their efforts.

She talked about the Huskies Get Connected program, which provides one-on-one consultation with a peer to discover ways to become involved with the campus community.

She highlighted the second-year experience. They are piloting a retreat for students. The retreat will focus on building a sense of purpose, choosing a major, being confident in that major. They will work on career readiness, leadership and creating a plan for a successful future. These objectives align with research indicating that these are things that aid in success for students.

#### **IV. OLD BUSINESS**

The committee discussed the application forms for the EUIA/EUTA and Raymond grant. T. Jacobsen made some edits to the timeline for the EUIA/EUTA applications. She asked that all committee members review the applications via Sharepoint and make comments/edits. For the EUTA/EUIA applications, there was discussion about removing the letters of recommendation from the point total. The Raymond grant applications have the least amount of edits to be made.

#### **V. NEW BUSINESS**

T. Jacobsen expressed her concern regarding the membership of the committee. The student representation is lacking. She asked that all members go back to their respective colleges and recruit students. She noted that several faculty members were absent as well.

A timeline for this academic year was developed by T. Jacobsen and was reviewed. Suggestions and edits were welcomed.

#### **VI. ADJOURNMENT**

S. Holmes made a motion to adjourn at 2:13 p.m., seconded by D Dugas. **Motion passed unanimously.**

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