

**MEETING MINUTES**  
**COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC**  
**EXPERIENCE**

Monday, September 13, 2021, 1:00-3:00 p.m.

Present in person and via Zoom: D. Dugas, E. Fredericks, D. Gliesman, J. Gray, V. Korampally, N. Knutson, T. Libert, D. Meighan, K. Padron, A. Radasanu, N. Richards, L. Sunderlin, K. Wiemer

Adoption of Agenda. Motion to adopt the agenda made by Korampally, seconded by Gray. The meeting started at 1:05 p.m.

Introductions. The members of the committee introduced themselves, and detailed their positions and how long they had served on the Committee.

Committee Duties and Expectations. Committee duties and expectations were discussed. It was noted that the committee has no specific powers other than choosing the winners of several awards. The main purpose of the Committee is to serve in advisory capacity.

Steering Committee Selection. The CIUAE has a Steering Committee that meets one week before the meeting of the whole committee to organize the agenda. An initial selection of members for the Steering Committee was made. Those volunteering were Katja Wiemer and Lee Sunderlin (Co-Chairs), Nichole Knutson (Associate Vice Provost for Student Success), and Jennifer Gray (faculty). It is planned to add undergraduate student members to the Steering Committee when more undergraduates join the CIUAE.

Review of Last Year's Activities. The committee discussed activities from the previous year, including adjustments made to the weighting of the criteria for the teaching awards as well as rewording some of the criteria. Wiemer reported that in collaboration with CITL staff, a video was developed over the summer based on the committee's efforts last year to discuss ways to improve students' sense of belonging in their classroom communities. The video was used in August as part of the training offerings to faculty and instructors.

Plans for the 2021-2022 Academic Year. Wiemer solicited ideas from the committee for concerns to address in the coming year. Committee members pondered ideas regarding three reflection items: (1) issues perceived to affect the undergraduate academic experience that could be improved upon; (2) Groups or institutions at NIU that may be involved in said issues that could be contacted; and (3) ideas for actions / information to be gathered. Many important concerns were raised, including mental health resources for students and syllabus policies. Most of the discussion centered around the issue of students often struggling to locate information for specific needs, such as tutoring. It emerged during this discussion that a lot of information is in fact available (OneBook, NIU app, Social Media posts, regular email communications; Center for Student Assistance etc.), suggesting that the efficiency of search functions and of the communication system may have room for improvement.

Adjournment. Fredericks motioned to adjourn; Gray seconded. The meeting was adjourned around 2:30.

Respectfully submitted by: Katja Wiemer and Lee Sunderlein.