

NORTHERN ILLINOIS UNIVERSITY
COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE
(CIUAE)

Monday, December 5, 2022
Microsoft Teams Meeting

Approved Minutes

Present: N. Bereolos, L. Edwards, W. Gao, E. Garrett, J. Gray, F. Ishaq, Y. Ito, N. Knutson, T. Libert, R. Mazzolini, W. Johnson, J. Rhode, J. Tan, K. Wiemer

Absent: M. Christian, F. McClure, A. Radasanu N. Richards, R. Tork, J-C Wang, E. Zabela Zabelin

Guests: Stephanie Richter, Director of Teaching Excellence and Support
ACUE Distinguished Teaching Scholar, and Tracy Miller, Assistant Director of Operations, Quality Assurance and Compliance

Adoption of Agenda: The meeting started at 1:02 p.m. E. Garnett made a motion to approve the agenda; Y. Ito seconded. Motion was approved unanimously.

Approval of Minutes Motion to approve the November 7, 2022, minutes by F. Ishaq., seconded by L. Edwards. The minutes were approved by unanimous vote.

Introduction & Icebreaker. Smaller breakout groups were formed for a simple introductory icebreaker activity.

Old Business. K. Wiemer presented an overview of the process for ranking and evaluating the EUTA (tenure track faculty) an EUIA (instructors) awards. Emails will be sent with an Excel sheet that lists all the candidates for each of the awards and links to each application and supporting documents.

It was also confirmed that a committee member may nominate someone but will need to abstain from evaluating and voting for that person.

New Business There was ongoing discussion regarding mental health issues and developing a syllabus statement on the need for mental health support, like the DRC statement.

Guest Speakers: Jason Rhode, Stephanie Richter, and Tracy Miller

J. Rhode informed the committee of the university's ongoing effort to present recommended syllabus statements in one location. S. Richter gave background on the DRC statement that was originally drafted in partnership between the DRC and the Presidential Commission on Persons with Disabilities and a few other faculty who were invested in that process. Then, it was proposed to the Faculty Senate and discussed and voted on by the Faculty Senate. Since then, the DRC manages it. Jason added a similar process would be needed for a mental health syllabus statement. It also was

clarified that a required statement would need Faculty Senate approval, but that an unapproved mental health syllabus statement can be housed with the other syllabus statements.

It was proposed to have a breakout meeting to review the mental health statement draft to match language with what would be supported. T. Miller, along with L. Edwards, advised bringing Counseling and Consulting Services into this meeting because they have the immediate information and contact information.

In other new business, K. Wiemer and J. Gray were commended for their work as Co-Chairs of the CIUAE Committee, and T. Liebert nominated F. Ishaq to be a Chair for the 2023-2024 year.

Adjournment E. Garnett moved to adjourn, seconded by J. Gray. The meeting was adjourned by unanimous vote at 2:06 p.m.

Respectfully submitted by Richard Mazzolini.