

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

Monday, March 4, 2024
1:00 p.m. – 3:00 p.m.
Microsoft Teams Meeting

Approved Minutes

Present: Farah Ishaq (Chair), Alicia Schatteman (ex officio, nonvoting), Andrea Radasanu (ex officio, nonvoting), Richard Mazzolini (nonvoting), Jifu Tan, Karla Padron, Alissa Droog, Wenlian Gao, Yasuo Ito, Schicheng Chen, Mikayla Dirksen, Wendy Lozano, Tylo Blackburn,

Absent: Dr. Mark Pienkos (nonvoting), Naina Richards (nonvoting), Jui-Ching Wang, Julian Garcia, Chamayze Hall, Tylo Blackburn, Amelia Gericke, Brian Podkulski, Hannah Gebke

Adoption of Agenda: The meeting started at 1:00p.m. Y. Ito made a motion to approve the agenda; A. Droog seconded. The motion was approved unanimously.

Approval of Minutes: Motion to approve the March 4, 2024, minutes by Y. Ito, seconded by A. Droog. The minutes were approved by unanimous vote.

Baccalaureate Council/Provost Office Updates (A. Schatteman)

- April 1 deadline for faculty textbook adoptions for Summer and Fall '24.
- The current bookstore contract with Follett ends 2025, discussions have already started on how to move forward.
- The HLC site team will be on campus March 25 and 26.
- Curriculum, a new online program for approvals as well as proposals, is in development and will go before the BC for approval to begin use Fall '25.

Committee Focus Theme - – Student Retention (Sense of Belonging/Access to Services)

- Guest Presenter: Brandon Lagana, NIU Director of Navigate/Planning and Assessment
 - Three main theme areas:
 - Reaching out to students
 - Engaging students in ways in which they have self-service opportunities.
 - Support students through progress reporting, alerts, and the opportunities to ping somebody.
 - Two side of Navigate: Navigate Staff and Navigate Student
 - Navigate Student facing student can make appointments with their academic advisors, view holds on their account, and can see their schedule, which has turned out to be the most used feature.
 - From the landing page faculty will see students assigned to them.
 - Another key function is tracking student progress towards graduation.

- Reach out through specific strategies to make sure that we're hearing from faculty members to intervene to help students get connected with their academic advisor when needed.
- The Center for Student Assistance and the Huskie Academic Success Center, and within that we also can connect students with student financial advising financial aid as well as to student affairs.
- Can be used by students to schedule advising and several other appointments.
- Study Buddies is a key feature to help students connect with each other.
- Students can opt in for text message notifications, otherwise they will go to their student email address.

Old Business

- Student Engagement Fund (SEF) Updates/Announcements
 - Partnership is working out very well, Andrea thanked the CIUAE for its support.
 - Fall '23 resulted in 23 awards totaling \$51,000 going straight to students.
 - Some faculty take on more than one student, all work is high impact, and all colleges are represented.
 - Funds are a combination of Provost funds under OSEEL and partnership with CLAS.
 - Next round of applications will go out for review April 8, due back the 17th.
- Awards Schedule and Application Process Updates (EUTA & EUIA)
 - EUIA had three applicants, scoring results being clear between first and second. The committee agreed Ben Wahlund, School of Music, is the 2024 recipient.
 - EUTA had four applicants. Scoring was closer, but still clear. The committee agreed that Eric Michel, Department of Management, is the 2024 recipient.
- David Raymond Award
 - Communications are out: CITL, Awards Website, NIU Announcements
 - Nominations process like EUTA & EUIA, due March 18, 2024.
 - Evaluation/Rankings will be due by March 27, 2024
 - Discussion of Rankings and Winners Chosen during April 1, 2024, CIUAE Meeting
 - There were no nominations received yet at the time of this meeting.

New Business

- Looking ahead/feedback
 - Last Meeting: April 1, 2024 (Raymond Award discussion, Fall 2024 planning)
 - Please ensure your membership is up to date for us to work on recruitment: <https://www.niu.edu/university-council/committees/ciuae.shtml>.
 - Will share a Committee Feedback Survey, specific actionable items for students.
 - R. Mazzolini reminded the committee that a plan for a new CIUAE leadership will be needed for the next meeting.

Announcements: F. Ishaq thanked all for their hard work.

Adjournment: Y. Ito moved to adjourn, seconded by A. Droog. The meeting was adjourned by unanimous vote at 2:18 p.m. Next meeting Monday, April 5, 2024, on Teams

Respectfully submitted by Richard Mazzolini.