

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

Monday, September 11, 2023
1:00 p.m. – 3:00 p.m.
Microsoft Teams Meeting

Approved Minutes

Present: Richard Mazzolini, Farah Ishaq (Chair), Alicia Schatteman (Vice Provost, Academic Affairs), Jifu Tan, Dr. Mark Pienkos, Naina Richards, Alissa Droog, Andrea Radasanu, Wenlian Gao, Stephanie Richter, Karla Padron, Yasuo Ito, Jui-Ching Wang

Absent: Jason Rhode

Adoption of Agenda: The meeting started at 1:04 p.m. M. Pienkos made a motion to approve the agenda, A. Droog seconded. The motion was approved unanimously.

Introductions: Committee members present introduced themselves to each other.

Committee duties and expectations: F. Ishaq reviewed the duties, responsibilities, and expectations of the committee, pointing out the CIUAE will be reporting to the Baccalaureate Council moving forward. The breakdown of representation was also reviewed, with a few positions still needing filled. The link to the committee page was also shared:
<https://www.niu.edu/university-council/committees/ciuae.shtml>

Ice Breaker Activity: The committee broke into groups which included a more detailed introduction, summer highlights, how the semester is going so far, and what each person is looking forward to.

Recruiting Student Representatives: Typically, there is little or no student representation at the first meeting. Faculty will recruit in their respective colleges and F. Ishaq will do outreach as well. Bylaws state there should be one student representative for each college, with CLAS having two.

Microsoft Teams Site: There is a Teams site that members have been added to. Information such as agenda, unofficial minutes, and other communications and resources, along with other items as needed, will be uploaded.

Approval of Minutes: Motion to approve the March 6, 2023, minutes by Y. Ito, seconded by A. Droog. The minutes were approved by unanimous vote.

Old Business: None

New Business: F. Ishaq lead discussion regarding two committee rep positions. The question was asked whether the Housing and Dining Rep is still needed as that area reports to Student Affairs. The consensus was to keep the position and try to fill it or have someone attend on an as needed basis. The position name may also need to be updated. The second discussion centered around re-naming the Minority or Non-Traditional Student rep to better reflect current terminology. The committee agreed to do so.

In other new business, the 2023-24 schedules for the Excellence in Undergraduate Teaching (EUTA) and Excellence in Undergraduate Instruction (EUIA) Awards were reviewed. They will follow the same schedule and time frame as last year, with the web updates being completed and the applications will open on October 10. The committee will continue to advertise the David Raymond Award for Technology in Teaching in collaboration with university partners.

Schatteman explained that the CIUAE is an advisory committee that reports to BC. Policy issues will go to the BC for approval, then sometimes the Faculty Senate. The goal is to have the university committees communicate and collaborate more to improve the overall undergraduate experience. F. Ishaq said the mental health statement created by the CIUAE last year will go the BC for their review.

Assistance with Student Engagement Fund: A. Radasanu explained program mostly geared towards helping undergraduates do research where undergrads are matched with faculty mentors and then also provide information letters. Faculty apply for if they are working with undergraduate researchers, so they have proposals and research that they're going to do. Students can get paid a stipend per month. They're also materials that we could fund or travel that we can fund if those things are attached to the research experience that the student is undertaking. There are two rounds a year in the fall and in the spring. She would like the CIUAE to get involved with the evaluation process, the committee agreed to do so. More info here: <https://www.niu.edu/engaged-learning/funding/undergrad-research-funding.shtml>

Past CIUAE topic introduction | Brainstorming in groups: F. Ishaq reviewed committee work from last year's to be able to provide a mental health and well-being statement for faculty to include in their syllabi. Ideas to discuss were improve textbook adoption, learn more about the Huskie First Survey, Artificial Intelligence (AI) and ChatGT and how to use them positively, and need for a sense of belonging, especially transfer students.

Announcements: None

Adjournment: Y. Ito moved to adjourn, seconded by J. Tan. The meeting was adjourned by unanimous vote at 2:54 p.m.

Respectfully submitted by Richard Mazzolini.

