

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

Monday, December 4, 2023
1:00 p.m. – 3:00 p.m.
Microsoft Teams Meeting

Unapproved Minutes

Present: Farah Ishaq (Chair), Alicia Schatteman (ex officio, nonvoting), Richard Mazzolini (nonvoting), Jifu Tan, Dr. Mark Pienkos (nonvoting), Karla Padron, Alissa Droog, Andrea Radasanu (ex officio, nonvoting), Wenlian Gao, Yasuo Ito, Schicheng Chen, Jui-Ching Wang, Tylo Blackburn, Amelia Gericke, Mikayla Dirksen, Brian Podkulski, Hannah Gebke

Absent: Jason Rhode (nonvoting), Naina Richards (nonvoting), Julian Garcia, Chamayze Hall

Adoption of Agenda: The meeting started at 1:02 p.m. Y. Ito made a motion to approve the agenda, seconded by S. Chen. The motion was approved unanimously.

Approval of Minutes: Motion to approve the November 6, 2023, minutes by Y. Ito, seconded by S. Chen. The minutes were approved by unanimous vote.

Baccalaureate Council/Provost Office Updates (Alicia Schatteman)

- Always looking for members interested in serving.
- CIUAE and GEC are advisory to the BC.
- GEC working on philosophy of General Education at NIU
- Do new course proposals, meet stands/expectations.
 - Getting in writing, work in progress.
 - Fit in knowledge domains.
 - Expose students to different disciplines outside of major college.
 - Should Gen Eds have prerequisites and be offered at a 400 level?

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

- Recap of Discussion from Last Meeting, Information from Discussion with Brandon Lagana, NIU Director of Navigate/Planning & Assessment
 - Improving student faculty communications method, engage with Navigate.
 - A. Gericke and M. Dirksen commented their advisors use it for scheduling appointments, are aware of other features but haven't used them.
 - T. Blackburn spoke from both student and staff perspectives. Same feedback, using it for appointments, availability not always current. Can be used as room locator, send messages, view GPA, and scheduling events. Important for upper classmen to continue utilizing it.
 - F. Ishaq shared that from his role most of his usage is for student athlete progress reports. B. Lagana has data to support when students are utilizing it in

registering for it, that's been effective for navigators to include it as part of incoming student orientation. T. Blackburn supports this as well.

- Messaging component, it's a great opportunity, easier to reach out to students in smaller classes, but larger classes, it may be tougher to engage students. Navigate and MyNIU work hand in hand.
- Engagement piece: students, and B. Lagana both encourage to use the study buddies feature, and download the mobile Navigate Student App.
- Support prong: Referrals and alerts go beyond student and teacher, to a large range of university support personnel. Checking Navigate App in addition to email can improve communication and access to support.
- Departments should encourage their instructors to have their students sign up for Navigate first thing in the semester.
- Particularly important for sophomore and junior students to help increase retention.
- Regular Navigate Trainings held, see University Calendar. Additional information <https://www.niu.edu/academicaffairs/undergraduate-affairs/navigate/index.shtml>

Old Business

- Student representation is needed from the College of Business and College of Health and Human Sciences, let F. Ishaq know of any interested in serving.
- Student Engagement Fund (SEF) Updates/Evaluation Process
 - A. Radasanu shared all materials are together and will begin looking to fund projects for Spring 2024.
 - Asking for feedback from the committee about the review process, the consensus was it went smooth and easy.
 - It was clarified that while reviewer expertise is important, the point system is based on the strength and thoughtfulness of the mentorship plan.
- Awards Schedule and Application Process:
 - Jan.29 is the firm deadline for EUIA and EUTA applications. Evaluation materials will be ready for, and process reviewed at the Feb.5 meeting.
 - David Raymond Technology Award deadline is March 18. Promotion has includes communication with Associate Deans, Faculty Senate, NIU Today, Provost Office Newsletter, and working with CITL.

New Business

- Content Warning Syllabus Statement Written Feedback
 - After a brief discussion, it was suggested that course name and type of content, graphic, language, etc. could be specified, Y. Ito already doing so.
 - F. Ishaq encouraged everyone to provide written feedback to J. Rhode as soon as possible.

Announcements: None

Adjournment: A. Droog moved to adjourn, seconded by T. Blackburn. The meeting was adjourned by unanimous vote at 2:12 p.m.

Respectfully submitted by Richard Mazzolini.