**Northern Illinois University**

**COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE (CIUAE)**

Monday, September 9, 2024

Microsoft Teams Meeting

**Approved Minutes**

Present: Alicia Schatteman, Wenlian Gao, Farah Ishaq, Shicheng Chen, Shannon Becker,

Carol Walther, Yasuo Ito, Greg Barrett, Alissa Droog, Jason Rhode, Mark Pienkos, Andrea Radasanu, John Boswell, Jeanie Sparacino

Absent: Ja’kobe Jones

Adoption of Agenda.

 The meeting started at 1:01 p.m. Allissa Droog made a motion to approve the agenda; Yasuo Ito seconded, approved unanimously.

Introduction.

1. Farah Ishaq went over Committee duties and expectations.
2. Committee duties were reviewed, focusing on the Improvement of the Undergraduate Academic Experience, which involves monitoring and evaluating various aspects of the campus environment.
3. Membership positions, such as faculty representatives from different colleges, student representatives, and roles in administration, were outlined, emphasizing the need to recruit students for specific roles.
4. The role of the Chair of the committee, ongoing initiatives, and focus areas like first and second-year experiences, annual awards selection, and representing the committee at the BC meetings were discussed.
5. Introductions were made by committee members, highlighting their roles, experiences, and what they look forward to in the academic year.

 Baccalaureate Council Updates – Alicia Schatteman discussed with the committee.

1. Big initiatives last year were building our new online curriculum proposal and approval system, will launch at first meeting on Thursday.
2. The General Education Committee will be focusing on including the BC assessing assessment of our general education courses.

Approval of Minutes

Yasuo Ito made a motion to accept the April 1, 2024, minutes, Allisa Droog seconded the motion, approved unanimously.

New Business

1. Committee Membership
2. Looking to fill positions from College of Engineering and Engineering Technology and Student Affairs.
3. Two students from Liberal Arts and Sciences and one student from each remaining college.
4. Ishaq asked for the committee to consider becoming a co-chair. Would make a smooth transition stepping into the chair position next year.
5. Awards schedule 2024-2025
	1. Excellence in Undergraduate Instruction Award (EUIA) – opens in October 2024 with a January 2025 deadline.
	2. Excellence in Undergraduate Teaching Award (EUTA) -opens in October 2024 with a January 2025 deadline.
	3. David W. Raymond Award for Use of Technology in Teaching Due in March 2025.
6. CIUAE topic introductions/Brainstorming
	1. Needs for NIU students
	2. Units CIUAE can work with
	3. What services could CIUAE help with
	4. Committee gave suggestions and Ishaq added the suggestions to the PowerPoint for each question above. Giving the committee more information to decide what to focus on this year.
7. Academic Affairs Priorities
	1. The meeting involved a brainstorming session on potential issues and needs for undergraduate students, including career services engagement, academic success priorities, and promoting early and accurate faculty book adoption.
	2. The committee planned to strategize ideas for immediate impact by aligning with academic affairs priorities, such as elevating career services, working on the Edge program, and focusing on book adoption accuracy.
	3. The importance of early student engagement with the alumni association and upcoming events like STEM Fest and family weekend were highlighted as ways to involve students and families in campus activities.
	4. Next meeting will go over with the student representatives and strategize ideas for immediate impact during this academic year.
	5. Next steps for student recruitments, Ishaq is emailing out a recruitment template. Ishaq went over how many student representatives we need.

Announcements

 Ito announced the STEM Fest, Saturday, September 28, 2024, and stated the Physics department might be holding some other events near the Halloween weekend.

 John Boswell announced the weekend before STEM Fest is Family Weekend, September 20-22, 2024. Ishaq announced the next meeting will be October 7, 2024. With the focus being on student responses, student concerns, or areas they hope to improve as part of their overall academic experience. We help with the student engagement fund reviewing in late Fall and Spring, helping support research awards. Ishaq thanked everyone for their time serving on this committee.

Adjournment. Greg Barrett moved to adjourn the meeting; seconded by Ito. The meeting was adjourned by unanimous vote at 2:11 p.m.

Respectfully submitted by: Jeanie Sparacino