The meeting was called to order at 4:00 p.m. by the committee chair.

1. **Appointment of Secretary of the day**: Laura Anderson

2. **Approval of the minutes of March 6, 2007**: Tom Loguidice moved and Esther Ofulue seconded to approve the minutes (with two minor typographical corrections); minutes were approved.

3. **Announcements**: Tom Loguidice stated that the Teaching Excellence Center has 1900 hours in grants for book club discussions (from now until February 2008). He asked committee members to look for future announcements about book club meetings. Members should contact him if they are interested in organizing a discussion session or if they have any suggestions. Tom also announced that the Pioneer Farm SOTL workshop will be Friday, April 20 and Saturday, April 21, 2007. It will be possible to attend only part of the workshop (Friday or Saturday), but there will be a $100 honorarium for those who attend both days. Details will be out later this week. Martha Drummond announced that she will be giving a presentation entitled “Secrets of Ancient Astronomy: Babylonia to Anglo-Saxon England” on March 27 at 4:00 p.m. in the Lundeen Lecture hall.

4. **Review of CIF forms and Underkofler guidelines**: There was considerable discussion of revisions to the CIF forms (revised draft attached). It was decided that the secretary of the day would put the revisions into the CIF document as a draft copy. The committee will continue to discuss the revisions at the next meeting. Due to time constraints, there was no discussion of the Underkofler guidelines.

5. **Consideration of National Survey of Student Engagement (NSSE) results**: Provost Butts stated that, according to the results of the survey, there are four areas of concern:
   - diversity on campus: students do not feel that they are being exposed to other races and ethnicities;
   - feedback from instructors: students do not feel that they receive feedback from instructors in a timely manner;
After some general discussion of the various ways in which we might address these concerns, the committee chair determined that everyone on the full committee would be asked to volunteer for one of the four areas (four subcommittees in all). The subcommittees will meet in the next two weeks to come up with one or two suggestions on how to improve that particular situation. The subcommittees will then report back to the full committee at the next meeting (first item on the agenda). The members who were present volunteered as follows:
diversity: Jordan O’Connell
feedback: Esther Ofulue and Kevin Haertzen
general education: Martha Drummond, Jordan O’Connell, and Kevin Concannon
cultural events: Jordan O’Connell and Laura Anderson.
The committee chair will assign those absent to a subcommittee.

Jordan O’Connell moved to adjourn, and Esther Ofulue seconded the motion.
The meeting was adjourned at 5:30 p.m.

Respectfully submitted by Laura Anderson