

**First-Year Council Agenda**  
**May 3, 1:00-2:00pm, University Hall 113**

**Membership of First-Year Council for 2017-2018** *(listed alphabetically)*

**Rotating Members**

Dr. Denise Baumann, Student Affairs (member through 2020)  
Mr. Mark Biggs, COAL (member through 2019)  
Ms. Sierra Chitwood, Student Representative, COM major, Sign Language minor  
Dr. Jeffrey Cornelius-White, COE (member through 2020)  
Dr. Tom Dicke, CHPA (member through 2019)  
Dr. Clay Franklin, CHHS (member through 2019)  
Ms. Crystal Gale, LIBR (member through 2020)  
Mr. Scott Handley, Honors College (member through 2020)  
Dr. Stephanie Hein, CNAS (member through 2020)  
Dr. Cathy VanLanduyt, COB (member through 2019)  
Mr. Joshua Vogel, Student Representative, CMB major, ECO and CHM minor

**Ex-Officio Members**

Dr. Rachelle Darabi, Associate Provost, Student Development and Public Affairs (standing member)  
Dr. Kelly Wood, Interim Director, First-Year Programs (standing member)  
Dr. Tracey Glaessgen, Assistant Director, First-Year Programs (standing member)

**Council Charge:** To advise the Director of First-Year Programs and the Associate Provost for Student Development and Public Affairs on initiatives involving the first-year experience (FYE) at Missouri State University. This includes, but is not limited to: 1) developing a first-year philosophy statement and overarching goals for the program; 2) evaluating the effectiveness of GEP 101, and making recommendations to the Director concerning changes to the course designed to increase academic excellence, enhance student success, and integrate the public affairs mission; 3) providing assistance with the learning communities and common reader programs; and 4) serving as a liaison with other departments/colleges/student affairs as part of a larger effort to inform and address issues involving first-year students.

**Agenda**

- I. Convene meeting—  
*Tracey convened meeting at 1:01*

*Members in attendance:*

*Stephanie Hein, Denise Baumann, Cathy VanLanduyt, Josh Vogel, Tom Dicke, Jef CW, Scott Handley, Rachelle Darabi, Mark Biggs*

- II. Approval of minutes from last meeting  
*Motioned Scott Handley; seconded Tom Dicke; all approved*

- III. Updates/Discussion:  
• GEP 101 pre-registration for SOAR

*All students who are attending SOAR will be preregistered for a GEP 101 section. Sections will continue to be controlled with enrollment management.*

- GEP 101 Blackboard course shell

*Kelly provided an overview of the Fall 2018 blackboard course shell. Improvements, based upon feedback from last year's instructors, have been made. Suggestion made to add*

- *Summer semester option for four-year guide.*
- *Visit the Undergraduate Catalog to see the courses needed for minor.*
- *Ask Kathy Davis to send message to Master Advisor listserv to inform advisors of four-year guide assignment.*
- *Required annotated bibliography assignment with hands-on library database presentation.*

- Specialized sections for fall 2018

*Number of specialized sections are scheduled to increase for fall.*

- Instructor workshops with one-hour focus topics

*Two offerings of a primary instructor workshop for three hours and then one hour of rotating topics.*

- Center for Academic Success and Transition

*Due to nature of work occurring in First-Year Programs, the scope has expanded to include university retention efforts beyond the first year. Activities/Programs include Second-Year Experience, Advising FG proactive advising approach, and first-generation student support.*

IV. Other discussion items?

*None.*

V. Next meeting—Fall 2018