First-Year Council Meeting Minutes
October 30, 11:00am-12:00pm, 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 ???) 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) TBA, Student Representative (member through ???) **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 over-arching 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 11:04.*
- *Members in attendance: Dr. Baumann, Jef CW, Clay, Crystal, Stephanie, Kelly, and Tracey.*

II. Approval of minutes from last meeting
- *Dr. Baumann motioned; Clay seconded.*

III. Updates/Discussion:
- Periodic and Annual CGEIP Review/Student work via Blackboard
  - *Kelly provided an update on the Annual CGEIP review. GEP goal for 2017-2018 is to focus upon information literacy—will request student work from instructors and will upload assignments from Blackboard with instructor permission. Also shared that the Periodic CGEIP review included a summary from the GEP 101 course re-evaluation committee.*

- - *Some discussion followed about creating a pre/post information literacy assessment but challenges include how to standardize the assessment based upon differences in instructional/curriculum design.*
  - GEP 101 Course Re-Evaluation
    - *Discussion included need to tweak course matrix that was created from the GEP 101 Course Re-Evaluation committee. Also included discussion to try to continue to improve consistency across all sections.*
  - GEP 101 Preregistration
    - *Kelly shared that we have been approved to preregister all students in GEP 101 sections (unless in UCH 110) during SOAR. Idea is to preregister students in GEP 101 first and then fill remaining schedule. Multiple scheduling logistics to consider. Due to scheduling logistics, FYP needs to review specialized sections that are currently being offered in order to concentrate on charge to increase college/FG college sections.*
  - GEP 101 Instructor and Peer Leader Recruitment
    - *Need to review GEP 101 instructor application for most up-to-date criteria.*
    - *Kelly/Tracey and interested FYC members will visit Faculty Senate to share instructor recruitment on Thurs. Jan. 18 at 3:30 (exact time to be determined by Faculty Senate chair).*
    - *Please send any potential instructor and/or peer leader names to FYP.*

IV. Other discussion items?
- *Discussed possibility of GEP 101 mentor program for new instructors, but program logistics might be challenging—tried previously with little interest. Possibility to open up weekly GEP 101 TA meetings to any interested instructor. Will discuss further.*

Meeting adjourned at 11:58.

V. Next meeting
- *Thurs. Dec. 7 at 11:00am-12:00pm in UNVH 113*