

First-Year Council Meeting
December 7, 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 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 11:00*
 - *Members in attendance: Tom, Crystal, Josh, Cathy, Stephanie, Scott, Clay, Mark, Dr. Baumann, Jef CW, Kelly*
- II. Approval of minutes from last meeting
 - *Crystal motioned; Tom seconded*
- III. Welcome to Sierra and Josh
- IV. Updates/Discussion:
 - Course Consistency Ideas
 - *Initial discussion included consistency in course outcomes and/or consistency in course experience*
 - *Utilize a “universal” course approach, regardless of section*
 - *Ideas discussed including the use of a common textbook in addition to the common reader, require notification to FYP when instructor cancels class,*

*create statement of expectation for instructor and peer leader partnering,
require 8 semester plan via SEPs (Student Education Plans)*

- Instructor Application Updates
 - *Willingness to send one or more follow-up emails during the spring semester to touch base with the instructor's fall GEP students*
 - *Use common text book along with common assignments (CR, Title IX, ReSearch Path, 4-year plans) and matrix for the purpose of General Education assessment*
 - *Agree to use Blackboard*
 - *Notify FYP when cancelling class (per Faculty Handbook section 4.5.1.2 Meeting Classes)*
 - *Submit end-of-semester detailed student grades to FYP*
 - *Reminder: GEP 101 Instructor, Peer Leader Recruitment, and TA Recruitment*
- V. Other discussion items?
- *Suggestion to include FYP weekly update to Thursday morning instead of Friday morning. Archive weekly updates in library instructional website.*
- VI. Spring meeting times?
- TBD