

First-Year Council Meeting
Thursday, January 31, 2013

Members present: Crystal Gale, chair, Thomas Lane, Jim Moyer, Scott Handley, Sam Dyer, Miranda Minor, Mike Wood, and Tracey Glaessgen

Meeting was called to order at 1:35pm.

Approval of minutes from last meeting:

- Thomas called for a motion to approve the minutes as submitted; Sam seconded; motion passed unanimously.

Election of Chair, 2013-2014:

- Jim called for a motion for Crystal to remain as Chair; Thomas seconded; motion passed unanimously.

Updates from Director, First-Year Programs:

- CGEIP course proposal: Mike announced that GEP 101 has received approval from CGEIP. There are five specific General Education Goals that GEP 101 is required to meet: Collaboration, Information Literacy, Public Affairs/Community Engagement, Public Affairs/Ethical Leadership, and Public Affairs/Cultural Competence.
- Average class size: Mike stated that the average class size was 27 in 2012, up from 24 in 2011. (Since the class size for the paired learning community course is not controlled by First-Year Programs, learning communities were excluded in the aforementioned class size.) This is a direct correlation to the approved GEP 101 compensation schedule that was approved by Provost and President in December 2011.

Instructor application/process, plus/minus grading:

- Sam called for a motion to approve the revised instructor application; Thomas seconded; motion passed unanimously.

General discussion:

- First-Year Council agreed with requiring instructors to utilize a plus/minus scale but with the note that faculty may "opt out" upon request, as per faculty handbook policy. It was agreed that First-Year Council should suggest a numerical percentage scale.
- First-Year Council agreed with the slight editorial changes to the GEP 101 course goals and objectives to include the words "graduate plans" instead of "4-year plans" and add the word "collaborative" to the phrase "Students will create a collaborative group project...." to ensure complying with General Education revision.
- First-Year Council agreed with having a deadline for first consideration on the application.

Subcommittee needs/assignments:

(Mike and Tracey will work where needed)

- Faculty recruitment: Jim
(to focus specifically on increasing faculty, not staff)
- Assessment: Sam
- Public Affairs assignments/rubrics: Thomas, Miranda
- Information Literacy: Crystal, Scott

Timeline for completion

March 1

to be determined

March 31

March 31

Meeting was adjourned at 2:30pm.