

First-Year Council Minutes
March 9, 9:00-10:00am, University Hall 113

Membership of First-Year Council for 2016-2017 *(listed alphabetically)*

Rotating Members

Dr. Denise Baumann, Student Affairs (member through ???)
Mr. Mark Biggs, COAL (member through 2017)
Dr. Jeffrey Cornelius-White, COE (member through 2017)
Dr. Tom Dicke, CHPA (member through 2019)
Dr. Clay Franklin, CHHS (member through 2016)—serve another rotation?
Ms. Crystal Gale, LIBR (chair through 2017)
Mr. Scott Handley, Honors College (member through 2017)
Dr. Stephanie Hein, CNAS (member through 2017)
Dr. Cathy VanLanduyt, COB (member through ???)
TBA, Student Representative (member through 2017)

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—Chair Crystal Gale brought the meeting to order at 9:00am
 - Members in attendance: Denise Baumann, Mark Biggs, Jef Cornelius-White, Tom Dicke, Crystal Gale, Scott Handley, Stephanie Hein, Cathy VanLanduyt, Kelly Wood, and Tracey Glaessgen
 - Members not in attendance: Rachelle Darabi and Clay Franklin
- II. Approval of minutes from last meeting
 - Tom motioned.
 - Denise seconded.
- III. Approval of instructor applications
 - Upon priority deadline (March 3, 2017), faculty applications up from 2016; staff applications down from 2016.
 - 2017→faculty 37, staff 53
 - 2016→faculty 32, staff 57
 - As of March 9, three more faculty applications received but not factored in

- Motion moved (Jef) and seconded (Crystal) to require GEP instructors to have current affiliation with the university

IV. Updates/Discussion:

- Summary of CGEIP Periodic Review submission
 - Unofficial feedback from FYC members who serve on CGEIP indicate that GEP 101 periodic review received a “good” evaluation (options are “need development”, “good”, and “exceptional”), but official feedback from CGEIP is forthcoming.
- Summary of FYE Conference
 - First-Year Experience and Students in Transition (FYE) conference provided a comprehensive view of first-year related areas, including first-year seminars, advisement, learning communities, common readers, first-generation student issues, high-impact practices, and peer mentoring programs. Conference attendees and FYC members (Kelly, Mark, Rachelle, and Tracey) presented a session focusing upon first-generation students and strategies for student success.
- Update on GEP 101 course re-evaluation
 - The GEP 101 course revision team has had three meetings to date with more planned for this spring semester. The revision team feels that the course goals and objectives are still relevant. The common theme is trying to improve the level of consistency within the GEP 101 sections though the revision team notes that having so many sections can make this task daunting. The current approach is to try to create a menu of options to achieve the course goals and objectives, increase consistency, yet still allow for instructional fluidity. Revision team chair, Kelly, noted that the committee will continue to meet this semester to finalize recommendations.
- Summary of retention numbers for fall to spring
 - First-generation/college dedicated retention numbers for fall to spring 2017 were shared.
- Specialized sections for fall 2017
 - Due to the high number of specialized sections that are requested, the idea to create a specialized section course proposal was made, which would include rationale, sample syllabus, and assessment plan. This idea will be discussed in detail at the next meeting.
- Role of First-Year Council Chair
 - Did not have time to discuss so the idea will be tabled for the next meeting.

V. Other discussion items?

VI. Next meeting—Thurs. April 20 at 11:00am