

First-Year Council Minutes (Need Approval)
April 1, 2016, 3:00-4:00pm, University Hall 113

Membership of First-Year Council for 2015-2016 *(listed alphabetically)*

Rotating Members

Mr. Mark Biggs, Professor, COAL (member through 2017) [Mark agreed to serve another year]
Dr. Jeffrey Cornelius-White, COE(member through 2017)
Dr. Clay Franklin, Associate Professor, CHHS (member through 2016)
~~Dr. Olen Greer, Professor, COB (member through 2015) [Retired—need COB replacement]~~
Crystal Gale, Associate Professor, LIBR (chair through 2015)
Scott Handley, Assistant Director, Honors College (member through 2017)
Dr. Stephanie Hein CNAS (member through 2017)
Dr. Thomas Lane, Assistant Vice President Student Life (member through 2016)
TBA, Student Representative (member through 2016)
~~Dr. Jim Moyer, Professor, CHPA (member through 2015) [Retired—need CHPA replacement]~~
Dr. Tom Dicke, Professor, CHPA (member through 2019)

Ex-Officio Members

Dr. Rachelle Darabi, Associate Provost, Student Development and Public Affairs (standing member)
Dr. Mike Wood, Director, First-Year Programs (standing member)
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 3:01.
 - Members in attendance: Clay Franklin, Crystal Gale, Jef Cornelius-White, Mike Wood, and Tracey Glaessgen
 - Members not in attendance: Mark Biggs, Scott Handley, Stephanie Hein, Thomas Lane, and Rachelle Darabi.
- II. Approval of minutes from last meeting
 - Jef motioned.
 - Clay seconded.
- III. Updates/Discussion:
 - a. Discussion for new chair?
 - Discussion for Crystal to serve as chair for 2016-2017; Jef CW to consider chair position for 2017. Suggested to discuss further when more members in attendance.
 - b. Approval of instructor list sent via email-(Mike will bring hard copy to meeting)

- Of paid instructors (not including those who teach as part of job), 42% faculty, 58% staff. No faculty were turned away. Additional recruitment efforts this year included posting in the Provost Communique, email sent to deans. Efforts generated several new faculty instructors.
 - c. Suggested replacements for COAL, COB, CHPA?
 - COAL—Mark will stay for 2016-2017; CHPA—Tom Dicke volunteered; COB—uncertain (no current COB faculty teaching GEP, but perhaps Melissa Price (staff)).
 - d. Course evaluation results, fall 2015
 - Distributed to fall 2015 instructors via email.
 - Instructor memo distributed at meeting.
 - e. Updates on 4 hour service requirement and Title IX in GEP 101
 - 4 hours service—Alex Johnson has made considerable improvements to service offered in response to fall 2015 end-of-semester survey. Total number of service hours recorded—9,535.
 - Title IX requirement will continue.
 - f. Expansion of first-generation and college-designated sections.
 - Fall 2015, 14 total sections
 - Projected Fall 2016, 20 total sections
 - g. Class sizes, fa 2016
 - Due to instructional budget shortfall, class sizes will increase to 32 max, with goal of filling all sections to at least 30.
 - h. Recruitment Results: GEP 101 instructors and peer leaders
 - Peer Leaders—48
 - Instructors—fully staffed and started wait list
 - i. 2016 Common Reader selected: *Enrique's Journey*
 - Author scheduled for Tues. Nov. 1
 - j. Assessment sub-committee for general education
 - CGEIP's expectation is uncertain but may need to pull together a subcommittee when expectations are determined and communicated.
 - k. Regular fall meetings
 - IV. Other discussion items?
 - Discussion of pros/cons of First-Year Council becoming a faculty senate appointed committee. Much more discussion needed with full group before proceeding.
 - V. Next meeting TBA
- Meeting adjourned: 4:03