

First-Year Council
4.3.2014, 3:00-4:00pm, UNVH 113

Membership of First-Year Council for 2013–14 *(listed alphabetically)*

Rotating Members

Dr. Sam Dyer, Professor, COAL (member through 2014)
Dr. Clay Franklin, Associate Professor, CHHS (member through 2016)
Dr. Olen Greer, Professor, COB (member through 2015)
Crystal Gale, Associate Professor, LIBR (chair through 2014)
Scott Handley, Assistant Director, Honors College (standing member)
Dr. Thomas Lane, Assistant Vice President Student Life (member through 2016)
Miranda Minor, Student Representative (member through 2014)
Dr. Jim Moyer, Professor, CHPA (member through 2014)
Dr. Cheryl Wrinkle, Senior Instructor, CNAS (member through 2014)

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

Meeting commenced—3:03pm

- I. Approval of minutes from prior meeting
 - Motion to approve, Thomas; Seconded, Clay
- II. First-Year Programs updates: Mike
 - a. GEP 101 revision and IDS 197 Status Update
 - o Anticipated date of faculty senate review and hopeful approval is May, 2014, but it is possible that it may not be reviewed until fall 2014.
 - b. Review/discussion of fall 2013 course evaluations
 - o Similar themes as previous year—
 - balance between academic rigor and too easy
 - if instructors require a text book, it should be used
 - importance of establishing community early in semester
 - continued focus on academic skill building needed
 - strong indications of public affairs activities

- c. Instructor concerns: DFW rate on one instructor 50%; grade distribution on two others, i.e., assigned all “A” grades
 - o See III. a.
- d. Fall 2014 instructor recruitment update
 - o Currently, 82 sections, 79 face to face, 1 blended, and 2 online
 - o Greater number of full professors selected
 - 51% of paid sections taught by faculty
 - 38% of paid sections taught by staff
 - 24% taught as part of job and TAs
- e. *Review & approval of instructor list
 - o Motion to approve instructor list, Olen; Seconded, Thomas

III. Discussion Items

- a. *Policy/form for instructor probation process
 - o Due to extreme grades (i.e. all A’s or 50% DWF), cancellation of multiple classes, non-use of common reader, instructors not following required curriculum, etc., First-Year Council feels that it is important to establish a Policy/form for instructor probation, only to use in extreme cases. The form would include the necessary adjustments to the course/instructional process, provide assistance from First-Year Programs, and a re-evaluation after the designated time to determine if instructor is selected for the following year.
- b. Recommendations for new instructors to meet 2x semester with Mike & Tracey
 - o Discussion—First-Year Council feels that it is not in the best interest of First-Year Programs and the instructors to require meetings. Other means of support should be explored; e.g., informal mentoring.

IV. Other Items for Discussion?

- First-Generation students will be discussed at peer leader workshop and instructor workshop

V. Next meeting TBA

Meeting adjourned—3:58pm