

**First-Year Council Agenda**  
**October 3, 2016, 1:00-2:00pm, University Hall 113**

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

**Rotating Members**

Mr. Mark Biggs, Professor, COAL (member through 2017)  
Dr. Jeffrey Cornelius-White, COE (member through 2017)  
Dr. Tom Dicke, Professor, CHPA (member through 2019)  
Dr. Clay Franklin, Associate Professor, CHHS (member through 2019)  
SELECTED MEMBER, POSITION, COB, (member through 2019)  
Crystal Gale, Associate Professor, LIBR (chair through 2017)  
Scott Handley, Assistant Director, Honors College (member through 2017)  
Dr. Stephanie Hein CNAS (member through 2017)  
Dr. Thomas Lane, Associate Vice President for Student Life (member through 2016)—serve another rotation? **Will consult with Dr. Siscoe to see if other SA rep may be better selection)**  
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 1:01.
  - Members in attendance: Mark Biggs, Jef Cornelius-White, Tom Dicke, Clay Franklin, Crystal Gale, Scott Handley, Thomas Lane, Kelly Wood, and Tracey Glaessgen
  - Members not in attendance: Stephanie Hein and Rachelle Darabi.
- II. Approval of minutes from last meeting
  - Thomas motioned.
  - Clay seconded.
- III. Updates/Discussion:
  - a. Kelly's Interim Director position
    - First-Year Programs (FYP) as part of a larger initiative focused upon student success and retention initiatives and possibly creating/evolving FYP as a center for student success.
    - Kelly referenced a letter that she sent to all FYP instructors explaining her position and highlighting a few initiatives involving first-generation students.

- Looking ahead, spring 2017/summer 2017 will involve a call for faculty to express interest/apply for the FYP Director position.
  - b. Review First-Year Council committee composition—
    - All colleges represented—still need COB representation. Crystal will reach out to Cathy Van Landuyt.
    - Student representative needed—peer leader who serves on student government association.
  - c. Review Fall 2016 numbers
    - Tracey referenced handout that had a breakdown of GEP instructors/paid sections as well as specialized sections.
    - Discussion followed to have more focus upon faculty recruitment.
  - d. Discuss first-generation/college dedicated retention numbers
    - Kelly referenced a handout that contained retention numbers for first-generation/college dedication specialized sections.
    - Discussion included the University’s Action Plan 2016-2017 which calls for expansion of first-generation/college dedicated specialized sections.
  - e. Assessment sub-committee for general education
    - Next FYC meeting will further discuss CGEIP evaluation/report. Also mentioned that there will be a connection between the FYC/CGEIP subcommittee and GEP 101 course re-evaluation committee.
  - f. Begin discussion of GEP 101 course re-evaluation
    - A committee comprised of college faculty representatives will be asked to review/re-evaluate the current GEP 101 course. Additional discussion included seeking FYC representation on this committee, including chair, Crystal Gale.
- IV. Other discussion items?
- Due to lack of time, no other discussion items were mentioned.
- V. Next meeting TBA
- Meeting adjourned: 2:00