FIRST-YEAR EXPERIENCE STEERING COMMITTEE

Friday, March 19, 2010
11:00 a.m.
CN-2230

MINUTES

PRESENT: Richard Beaubien, Angela Bonet, Lisa Fowler, Kathryn Henry, Nathaniel Holmes, Rufus Larkin, Chris Rednour, Evelyn Ting, Margaret Venable, and Ted Wadley

EXCUSED: Barbara Brown, Coletta Carter, Deborah Gonzalez, Patricia Gregg Frank Nash, and Barbara Obrentz

I. CALL TO ORDER
Lisa Fowler, Assistant Vice President for Enrollment Management and Student Success, called the meeting to order. She introduced two new members to the Steering Committee: Ted Wadley, who will be chairing the Academic Learning Communities/First-Year Seminar Sub-committee, and Kathryn Henry, Program Coordinator for DECA.

II. REVIEW AND APPROVAL OF MINUTES
Minutes of the February 12, 2010 FYE meeting were distributed for review. A motion to approve the minutes was made by Margaret Venable and seconded by Nathanial Holmes. The motion was approved.

III. COURSE UPDATE – Lisa Fowler
The First-Year Experience course will be coming before the Faculty Senate for the 2nd reading on March 23rd. Issues dealing with HEDS will be worked out.

IV. MARCH 26th WORKSHOP – Lisa Fowler
Mary Hunter Stuart will be coming back on March 26th and the FYE Steering Committee is invited to attend. This workshop will focus on what she did not get to cover last time. She will discuss more about lesson plans and what will actually happen in the class.

V. Also, she will be returning in May or June to work with Student Services staff.

VI. FYE CONFERENCE REPORT – Nathaniel Holmes
Five main topics were:
• Make community building focus of the classroom – have right instructors in place
• Use engaging pedagogy
• Use funds where they will make a difference
• Ensure program is of high quality
• Cultivate a campus culture that fosters student success

Additional points:
• If you don’t invest resources in the first year, you will reap what you sew
• Make sure you have an intervention process
• Must offer faculty training throughout
• Where will it be housed? Stand alone department is more successful

Cincinnati State really knows what they are doing. Their program is a stand alone, and they created their own course, written by their instructors. It looks like we are on track.

Margaret Venable stated that it is critical as to what pedagogy will be and how your proposal will match with the content. You definitely need the right people. Theme based seminars will allow faculty to teach within their passion.

VII. SURVEY REVIEW SUMMARY – Felisha Shepard-White
Felisha distributed copies of comments from committee members regarding surveys being considered for use with the Freshman Survey, which were distributed at last month’s meeting. The committee’s final recommendation is that a survey be created in-house. This would give us a low cost option and enable us to create and design our questions to parallel with the CCSSE, and we could still track data. Comparing our data to similar institutions (Miami-Dade, Mara Copa and Hillsborough) will continue to be an issue. It was suggested that we connect with these institutions to see if they have existing surveys that might be of help to us.

VIII. SUB-COMMITTEE REPORTS
Civic Engagement and Service Learning – Angie Bonet
Angie reported that they would like to develop a resource guide for faculty regarding:
• Community Service
• Civic Engagement
• Service Learning

She also inquired as to whether the engagement piece of the program would be mandatory. Lisa stated that this group could make that recommendation.

Angie informed the group that the Atlanta Center for Civic Engagement and Service Learning conducts partnership audits in order to make sure the places they send students to are safe.
She distributed copies of an article written by Mary Stuart Hunter on how to incorporate the First-Year Experience.

**Health and Well-Being – Rufus Larkin**
Dr. Larkin shared that his sub-committee is focused on offering specific programs to students in the GPC First-Year Experience. The committee will look to present two programs that will promote health and well-being:
- Violence in Dating Relationships
- Self-esteem

**Academic Advisement Sub-Committee – Nathaniel Holmes**
Dr. Holmes stated that in restructuring advising, they are looking at the following three areas:
- Cohort
- Master Faculty Advising Program
- Faculty Orientation Advising System

We need to look at how we advise our first-time students. One thought is to have the ACRS Office advise them until they have completed 24 collegiate hours and then assign them to a faculty member.

- Cohort vs. Non-Cohort hold
  - 15, 30, 45 hold is not working
  - Look at 12, 24, 36 hold
- Early Alert System
  - Take a close look at end of week 3
  - Return by 24 credits
  - Advise during weeks 5, 6 & 7
  - Pilot only those who have not completed 24 credits
- Master Faculty Advisors
  - Selection process started with 8 – now have 5
  - Roles and responsibilities have not been clearly set out and identified
- Faculty Orientation Advising System
  - Need to outline what our process and purpose is – will make a huge difference in the success of our students

The committees have been very helpful and we will share the proposal as soon as it is completed.

Richard Beaubien offered to assist and share what he knows is already in place.
IX. OTHER

Evelyn Ting informed the group that Online is beginning a FYE Program as well. Remember, not everyone will be on-campus in your plans (consider webinars, PowerPoint, etc.)

X. ADJOURNMENT
There being no further business to discuss, the meeting was adjourned.