FYE Faculty Committee Meeting

Date of Meeting: Thursday, February 20, 2014 @ 11:00 a.m. -12:00 p.m.

Place: New Student Programs Conference Room

Committee Members in attendance
- Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
- Alwine, Andrew T (alwineat@cofc.edu), Classics
- Delfeld, Helen J (DelfeldH@cofc.edu), Political Science
- Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
- Riggs-Gelasco, Pamela Jo (GelascoP@cofc.edu), Chemistry & Biochemistry

Committee Members voting by proxy
- Neufeld, Jonathan A (neufeldja@cofc.edu), Philosophy

Also in attendance
- Buchheit, Thomas J (BuchheitT@cofc.edu), Academic Advising
- Smith, Kay (smithkh@cofc.edu), Academic Experience

Minutes
- Approval of previous minutes (2/6/14) tabled for future vote
- MSP to adopt “Option 1” from the proposed FYE assessment options (reproduced below) pending further discussion of the precise acronym and of the inclusion of “interdisciplinary” as a fundamental aspect of First Year Seminars.

FYSM Courses are all listed as Interdisciplinary Seminars

Plan: Starting in 2014-15 all First Year Seminar courses would fulfill the General Education requirement of the First Year Experience. The interdisciplinary nature and rigor of the FYSMs would continue to be evaluated by the FYE Faculty Advisory Committee.

Assessment: The Director of the First Year Experience in conjunction with the FYE Faculty Advisory Committee will continue to over see the assessment of the program and its three major learning objectives. This assessment program will be aligned with the overall assessment of campus programs.

Course Numbering: A new acronym will be employed to dedicate one number to each Department for workload reporting. Possibility: FYSI – First Year Seminar Interdisciplinary

- Chris Korey will create a document explaining the rationale for the committee’s decision to report to the Curriculum Committee by the deadline of 2/21/14.
**FYE Faculty Advisory Committee Meeting**

Date of Meeting: Thursday, January 1st, 2014 @ 11:00 a.m.-12:00 p.m.
Place: New Student Programs Conference Room

**Committee Members in attendance**
- Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
- Flynn, Susan (flynns@cofc.edu), Chair, TEDU
- Alwine, Andrew T (alwineat@cofc.edu), Classics
- Delfeld, Helen J (DelfeldH@cofc.edu) Political Science
- Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
- Neufeld, Jonathan A (neufeldja@cofc.edu), Philosophy
- Riggs-Gelasco, Pamela Jo (GelascoP@cofc.edu), Chemistry & Biochemistry
- Rogers, Kathleen Beres (RogersKB@cofc.edu), English

Agenda Items are listed below:

- December committee minutes were approved

- Updating the New Course Proposal Form
  The committee reviewed the two previously used First-Year Seminar proposal form and the Learning Community proposal form. Changes were made to make the proposal more specific regarding examples of signature assignments to match the learning outcomes were made.
  New proposal forms will be sent to the committee before the next meeting for final review.

- Next committee meeting is Thursday January 30, 2014 at New Student Programs.
  Meeting Agenda
  - FYE Semester Goals
  - FYE and General Education

Next meetings will be:
**Thursday** January 30, 2014 @ 11:00 a.m. in New Student Programs Conference Room
FYE Faculty Advisory Committee Meeting

Date of Meeting: Thursday, September 5th, 2013 @ 8:00-9:00 a.m.
Place: New Student Programs Conference Room

Committee Members in attendance
Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
Flynn, Susan (flynnss@cofc.edu), Chair, TEDU
Alwine, Andrew T (alwineat@cofc.edu), Classics
Delfeld, Helen J (DelfeldH@cofc.edu) Political Science
Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
Neufeld, Jonathan A (neufeldja@cofc.edu), Philosophy
Riggs-Gelasco, Pamela Jo (GelascoP@cofc.edu), Chemistry & Biochemistry
Rogers, Kathleen Beres (RogersKB@cofc.edu), English

Also in attendance:
Buchheit, Thomas J (BuchheitT@cofc.edu), Academic Advising
Keller, Page (KellerP@cofc.edu), Center for Excellence in Peer Education
Miley, Melinda (MileyM@cofc.edu), New Student Programs
Smith, Kay H (SmithKH@cofc.edu), Academic Experience

Agenda Items are listed below with points discussed at the meeting

1. Welcome and Introductions
2. Summer Registration Recap: Fall with 91% of the seats filled. Only ~60 seats short in the spring as compared to ~200 last spring.

Chris reviewed the number of classes offered for fall and spring related to freshman enrollment details provided are below:

Summer Registration Numbers: This summer there is a significant increase in student enrollment in Fall FYE Classes. FYE coordinated closely with Academic Advising. Their efforts were immense help to the success of summer enrollment. Below is a table of enrollment by orientation session, comparing last year and this year.

<table>
<thead>
<tr>
<th>Session</th>
<th>Summer 2012</th>
<th>Summer 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Enrolled</td>
<td>64%</td>
<td>55%</td>
</tr>
<tr>
<td>Session 1</td>
<td>63%</td>
<td>72%</td>
</tr>
<tr>
<td>Session 2</td>
<td>64%</td>
<td>66%</td>
</tr>
<tr>
<td>Session 3</td>
<td>58%</td>
<td>68%</td>
</tr>
<tr>
<td>Session 4</td>
<td>71%</td>
<td>78%</td>
</tr>
<tr>
<td>Session 5</td>
<td>60%</td>
<td>71%</td>
</tr>
<tr>
<td>Session 6</td>
<td>58%</td>
<td>71%</td>
</tr>
<tr>
<td>Session 7</td>
<td>51%</td>
<td>76%</td>
</tr>
<tr>
<td>Session 10</td>
<td>40%</td>
<td>67%</td>
</tr>
</tbody>
</table>

Percentage of Students Enrolled in FYE
Individual Course Enrollments: Enrollments into FYE courses did well for the fall. Chris made some notes about particular courses for the committees use as we explore the 2014-15 proposals. (BELOW)

For all low enrollment courses The FYE office sent emails to incoming students prior to orientations to offer pre-enrollment prior to registration. Chris also worked with Karen Hauschild (Director of Advising) in advising to push low enrollment courses in the registration sessions, which helped with some. After orientation 10, Chris began sending emails to un-enrolled FYE students to get them into courses. Overall, enrollment is much better this fall with 91% of the seats filled. Only ~60 seats short in the spring as compared to ~200 last spring.

LC 9: Are You Traveling Alone? Gender in Travel Writing

This course combines WGST and COMM. It was approved as WGST 200/COMM110 and was scheduled this way last spring.
- COMM110 was changed to COMM280 before orientations began.
- COMM wants this class to be a sophomore level course and advises freshman at orientation that way.
- The course is supposed to have 20, but we have 7. So we had to cohort the course in WGST 200 and COMM 280 to make sure the numbers went up. The faculty was okay with that and we were able to fill the rest of the open enrollment seats in both courses.

LC7: Mapping our Society: Understanding Our Cities

- This has filled in the past/POLI119/SOCY101.
- 9 empty seats.

FYSM The Good, the Bad, and the Reality of Nanoscale Science

- This Chemistry FYSM filled last spring because it was the only choice left.
- The 9 students in the fall section course are likely very interested, but we couldn’t fill it.

FYSM The Constant Welcome: An Introduction to Arab Culture

- 8 students enrolled for the fall
- May require creative naming and maybe change the description to increase enrollment

LC 23: Visions of Brazil: Language and Culture

- Typically low enrollment because Portuguese is not a popular language on campus.
- Mark del Maestro is fine with running it as long as it goes about 5—we have had conversations about it.

Other Things of Note.

- FYE originally offered two sections of a Math FYSM – Math and the Modern World. This counted as a Math/Logic Gen Ed. One section was closed after session 7 and moved the 3 students in that section to the other section. Providing 15 students in the one section. Not recommended to offer two sections of that course.
- Two sections of a JWST FYSM, Understanding Israel was offered which usually is popular. 13 and 11 students enrolled in each section. Suggested this course be offered as a single section.
The Committee discussed the possibility of trying to get all students enrolled in their FYE class in the fall but made it clear that the college will still need courses for each Spring, specifically for failing students and student athletes.

3. **Spring Course Proposals**
   Review of three course proposals
   
   a. First Year Seminar Title: *Religion, Food, and Food Ethics*  
      RELIGIOUS STUDIES  
      Faculty Member: Dr. Todd LeVasseur  
      **Approved**

   b. First Year Seminar Title: *Crossing Borders-People and Places in the Era of Globalization*  
      INTERNATIONAL STUDIES  
      Faculty Member: Dr. Malte Pehl  
      **Approved**  
      *With clarification about assignments, specifically writing assignments*

   c. First Year Seminar Title: *Post-Conflict: Memory, Justice, Reconciliation*  
      JEWISH STUDIES  
      Faculty Member: David Slucki (New Visiting Professor)  
      • David Slucki will meet with C. Korey for training and for help with Learning Outcomes for his class.  
      • Committee suggested a title change, possibility –*Genocide*  
      • Also a new description and fewer books for the class.  
      **Approved with a few changes**

   All spring 2014 classes will have a Veteran Peer Facilitator

4. **General Education Approval Process Update**
   
   • Future meetings, the committee will address the possibilities of General Education credit for some FYE classes. Chris and Kay will be attending the General Education Committee meeting and report back to the FYE Committee.  
   • Beatriz Maldonado, suggested the FYE proposal forms include a section to indicate if the course is already preapproved as a General Education Humanities Course and if so, provide the learning outcome and the signature assignment on the FYE proposal form. The Department Chair will then sign off on the general education requirement. Chris will discuss this with the General Education committee.  
   • Special Topics FYE courses need to be evaluated for General Education credit. Two suggestions were made:
     o General Education Committee would review the FYE courses and decide if the course qualifies and report back to FYE.  
     o The FYE committee could assess the courses and make the decision if it qualifies and report back to the General Education Committee.

5. **Syllabus Insert Standardization**
   
   • Chris recommended the committee develop a standardized insert for the syllabus regarding the FYE Learning Outcomes to meet SAC’s requirements. The document would be posted on the FYE webpage for faculty to have access for their syllabus.

6. **Proposal Review Dates (2nd to 4th week of October)**
   
   • The committee’s next task will be to review new proposals for the Fall 2014 semester.
• All previously approved proposals will automatically be approved for the fall ’14 and spring ’15
• DUE DATE for Fall proposals is October 1st.
• Proposals received will be sent to the committee via email for review before the next meeting.
• Flynn will create a table for the new proposals for the committee to use as they review the proposals.

Next meetings will be:
Thursday October 17th and October 31st @ 8:00 a.m. in New Student Programs Conference Room
FYE Faculty Committee Meeting

Date of Meeting: Thursday, October 17, 2013 @ 8:00-9:00 a.m.

Place: New Student Programs Conference Room

Committee Members in attendance

Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
Flynn, Susan (flynns@cofc.edu), Chair, TEDU
Alwine, Andrew T (alwineat@cofc.edu), Classics
Delfeld, Helen J (DelfeldH@cofc.edu), Political Science
Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
Neufeld, Jonathan A (neufeldja@cofc.edu), Philosophy
Beres, Kathleen (RogersKB@cofc.edu), English

Also in attendance:

Buchheit, Thomas J (BuchheitT@cofc.edu), Academic Advising
Keller, Page (KellerP@cofc.edu), Center for Excellence in Peer Education

Minutes:

1. Approval of minutes from September meeting.

2. Chris updated the committee on the possibility of having to re-number all the FYSMs and create a new 4-letter acronym. To be discussed at a future meeting.

3. Committee reviewed the first round of new proposals and made a few recommendations. Chris will follow up with the professors to clarify assignments and course objectives.

4. Page Keller shared the course content for the peer facilitators and agreed to send a list of the general topics discussed in FYE seminars to the committee before the next meeting. The spring FYE seminars topics will be adjusted.

Next Meeting, October 31, 2013 @ 8:00 a.m.
FYE Faculty Committee Meeting

Date of Meeting: Thursday, October 31, 2013 @ 8:00-9:00 a.m.

Place: New Student Programs Conference Room

Committee Members in attendance

Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
Flynn, Susan (flynnS@cofc.edu), Chair, TEDU
Alwine, Andrew T (alwineat@cofc.edu), Classics
Delfeld, Helen J (DelfeldH@cofc.edu), Political Science
Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
Beres, Kathleen (RogersKB@cofc.edu), English

Also in attendance:

Buchheit, Thomas J (BuchheitT@cofc.edu), Academic Advising
Smith, Kay (smithkh@cofc.edu), Academic Experience

Minutes:

1. Approval of minutes from October 17th meeting.

2. Chris updated the committee on the number of Fall and Spring courses.
   • Fall courses have seats for 1376 freshman
   • Spring courses have 1338 seats but more may be needed

3. Committee reviewed the second round of new proposals for FYSM and Learning Community course proposals and made a few recommendations. Chris will follow up with the professors to clarify assignments, course objectives and concerns regarding community outreach projects.

4. The committee received proposals for Study Abroad courses for spring break (1 credit) and will review the material for the next meeting.

5. Chris will send via email the third round of proposals and the updated material requested from the round two proposals.

6. The next meeting will be Thursday November 14th at 8:00 a.m.
FYE Faculty Committee Meeting

Date of Meeting: Thursday, November 14, 2013 @ 8:00-9:00 a.m.

Place: New Student Programs Conference Room

Committee Members in attendance

Korey, Christopher A (KoreyC@cofc.edu), Director, Biology
Flynn, Susan (flynns@cofc.edu), Chair, TEDU
Alwine, Andrew T (alwineat@cofc.edu), Classics
Delfeld, Helen J (DelfeldH@cofc.edu), Political Science
Maldonado, Beatriz A (maldonadobirdba@cofc.edu), Economics & Finance
Neufeld, Jonathan A (neufeldja@cofc.edu), Philosophy

Minutes:

1. Minutes were approved from last meeting (10-31-13)

2. Flynn provided table 3, listing all courses for the committee to review in advance. Committee members who were unable to attend the meeting sent their feedback about the courses, assignments and learning objectives.

3. New courses were discussed and approved

4. Updated Information received from previous course proposals (round one and two proposals) were reviewed and approved

5. Discussed possible spring semester meeting times, a doodle will be sent out once Chris sends his available times to Flynn.

Next Semester Meetings TBA for January 2014