1. Welcome of New Members (Kim Voisin, Residence Life; Julia Sherlock, Career Services-Dean of Students) and Guest (Tori Stevens, Career Services-Dean of Students)

2. Approval of Minutes (November 12, 2010)

3. Recognition Luncheon

4. Academic Prioritization
   a. Progress Review
   b. Discussion of SWOT approach – possibility of working group

5. Assessment Plan
   a. Progress Report
   b. Next Steps – possibility of working group

6. 2011 Essay Topics
   a. Summer 2011 Topics
   b. Fall 2011 Topics

7. Graduate Teaching Proposal

8. 2011 PIF Grant

9. 2011 Prevention Network Grant

10. Fall 2009 Cohort Report on Persistence and Predictive Factors

11. Committee Updates
    a. 2010-11 FY Advocate Award
    b. Faculty Selection
    c. Fall Essay Competition

12. 2011 National FYE Conference Update

13. Open Discussion (on any matter)

14. Adjournment

Next Meeting: Friday, March 18, 2011, 1:30 to 3:30 p.m. in Park 413-D (FaCIT)
Call to Order:
Chairwoman Tuma called the meeting to order at 3:40pm.

Attendance:

<table>
<thead>
<tr>
<th>Council Member</th>
<th>College/Department</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Lindabeth Binkley, MUS</td>
<td>CCFA</td>
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<td>Lorie Tuma, RPL</td>
<td>CEHS</td>
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<tr>
<td>Thamizhisai Periyaswamy, HEV</td>
<td>CEHS</td>
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<tr>
<td>Aydin Cecen, ECO</td>
<td>CBA</td>
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<tr>
<td>Patricia Cwiek, CHP</td>
<td>CHP-ResCollege</td>
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<tr>
<td>Krysztof Kulawik, FLLC</td>
<td>CHSBS</td>
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<td>Xiaolan Wu, GEO</td>
<td>CST</td>
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<tr>
<td>Kirsten Andrews</td>
<td>Student Representative</td>
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<tr>
<td>Betsy Gurecki</td>
<td>Student Representative</td>
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<tr>
<td>Jamie Brown, Advising &amp; Assistance</td>
<td>Dean of Students Office</td>
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<td>Shawn Wilson, Retention</td>
<td>Dean of Students Office</td>
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<tr>
<td>VACANT</td>
<td>Dean of Students Office</td>
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<tr>
<td>Traci Guinn</td>
<td>Institutional Diversity</td>
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<td>X</td>
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<td>Stephanie Mathson</td>
<td>Libraries</td>
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<td>X</td>
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<tr>
<td>Cal Seelye</td>
<td>Conferences/Residence Life</td>
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<td>X</td>
</tr>
<tr>
<td>Samantha Thorpe, FYE/Academic Affairs</td>
<td>Mentor Coordinator</td>
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<td>X</td>
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<tr>
<td>Sabrina Bussear, FYE/Academic Affairs</td>
<td>Mentor Coordinator</td>
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<tr>
<td>Melissa Bussear, FYE/Academic Affairs</td>
<td>Administrative Coordinator</td>
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<tr>
<td>Jason Bentley, FYE/Academic Affairs</td>
<td>FYE Director</td>
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1. Welcome & Introduction of New Members
   a. Chairwoman Tuma provided introductions and welcomed new council members.

2. Review of Council Charge
   a. Bentley shared an overview of the council’s charge and suggested that the council consider completing a review of the director’s performance and leadership of FYE as part of continuous improvement efforts.

3. Action Items
   a. Approval of Revised Master Course Syllabus for FYE 101
      i. Motion by Kulawik and seconded by Cecen. Motion carried.

4. Discussion
   a. Faculty Recruitment for Fall 2011
      i. How do we recruit tenured and tenure-track faculty?
         1. Create talking points and a letter that will be given to each department chair.
         2. Council members will spread the word
         3. FaCIT newsletter
         4. Collect testimonials from current instructors and use in digital media on FYE website
         5. Mentor recommendations
b. Peer Mentor Recruitment for Fall 2011
   i. How do we recruit mentors?
      1. Update talking points?
      2. Ask for recommendations from current mentors and instructors.

5. Committees
   a. 2010-11 FY Advocate Award (December 6, 2010 deadline for the submission of materials from candidates. The review of materials will begin in mid-December)
      i. Committee Members
         1. Aydin Cecen
         2. Krysztof Kulawik
         3. Patricia Cwiek
   b. Faculty Selection – recommend faculty/staff for appointment or reappointment to teach FYE 101 courses in 2011-12
      i. Committee Members
         1. Jamie Brown
         2. Thamizhisai Periyaswamy
         3. Traci Guinn
   c. Fall Essay Competition (December 6, 2010 deadline; review of materials will begin in mid-December)
      i. Committee Members
         1. Stephanie Mathson
         2. Samantha Thorpe
         3. Lindabeth Binkley

6. Director Updates
   a. Annual Report
      i. Preview of the annual report
   b. Success Coaching Initiative
      i. Three Success Coaches have been hired for campus. Each coach is working with MAP-Works, referrals and walk-in students to coach them through challenges that they may be having. The goal is to meet with each student multiple times.
   c. Teaching and Learning Collective (TLC) in CHSBS working with FYE and FaCIT to create a conference on engaged learning in February 2011
   d. 2009 & 2010 MAP-Works Findings
      i. Retention up 3.6% from previous year (highest ever for CMU) and MAP-Works is a significant contributor to the gain.
   e. PIF Grant (20k) received for 2010-11
   f. Regional & National Presentations
      i. Lilly North
      ii. 2010 Assessment Institute (x2)
      iii. POD
      iv. National FYE Conference (x2)
      v. Higher Learning Commission

7. Open Discussion (on any matter)
   a. There were no additional topics presented for discussion.

8. Adjournment
   a. The meeting adjourned at 3:30pm.