

1. Planning for Fall 2007 Cohorts

- A. CEAS – 18 Learning Communities planned. New for Fall 2007 is a learning community for ME majors with advance placement in mathematics using ME 2200 as the anchor class, and a learning community for Paper Engineering/Science majors with PAPER as the anchor class.
- B. Biological Science – 2 Learning Communities planned. Have worked with English and Psychology departments to save seats in ENLG 1050 and PSY 1000; the anchor class will be a Biological Science Seminar for first-time first-year students with Tammi Roberts as the course coordinator.
- C. Chemistry – 1 Learning Community planned. The anchor class will be a Chemistry Seminar.

2. How to facilitate more parental involvement

Edmund Tsang reported that he has spoken with Dr. Jim Gilchrist about Banner's capability to allow parent access to student's mid-term grade, based on the recommendation of Dean Tim Greene who said University of Alabama uses Banner to allow parent access to student mid-term. Tsang said Gilchrist told him that WMU did not purchase the software that would allow Banner to grant access to parents. Board member Dr. Alex Enyedi suggested that we look into the cost of the software. In the short-term, we could tell parents during Summer Orientation to ask their children in mid October to print out a copy of the mid-term grade report to show to them.

3. Expanding Engineering Floor

Edmund Tsang reported that Housing is willing to grant up to 150 spaces for the engineering floor program even though we ask for 250 spaces. Furthermore, there are continuing issues to get support from Housing to make the computer lab more accessible to students; alignment of housing activities with engineering activities so the RA would not have to pull double duties (organizing engineering activities in addition to housing activities); and establishing a protocol for faculty mentors to contact RA's to check on the well-being of mentees. Dr. Tim Greene suggests keeping the computer lab unlocked and tasking the RA to periodically sample usage, and Dr. Paul Engelmann suggests putting a compute lab in the Valley residence hall. Dr. Len Ginsberg suggests that STEP staff create a protocol for housing to review, instead of waiting for them to write the protocol. Dr. Eileen Evans suggests asking Dr. Diane Anderson, V.P. for Student Affairs to serve on the STEP Advisory Board to improve communication and collaboration between student life and the academic side of the project.

4. Alignment with WMU-FYE

Dr. Alex Enyedi asked about alignment with WMU-FYE because resources are needed to continue to support the students. Dr. Evans said she is chairing a Provost Advisory Committee on FYE to examine three items: Where FYE will be mandatory or optional; whether FYE should be centralized or decentralized; and where General Education credits can be awarded to the FYE

Seminar. Ensuing discussions on the success of the STEP project is that there has been careful selection of faculty mentors who care about first-year students; and multiple strategies for the same common goal of student success. It is the expressed desire of the board members that Dr. Evans will consider the success of the STEP project in deliberating the recommendation to the Provost.

5. Other issues

A. Dr. Alex Enyedi suggests adding a link to Advising on the STEP webpage.

B. Edmund Tsang reported the external board members, Drs. Daina Briedis and Penny Gilmore, were unable to attend the Feb. board meeting because they have very busy February/March schedules and their availabilities are not matched each with other and not aligned with the availabilities of the WMU board members. Tsang said it is best to schedule the board meeting with the external members during the summer (July/August) to get their participation.