Messina Working Group
April/May Meeting - Suggested Agenda

Messina would be happy to buy your working group lunch at the Refectory (or other on-campus eateries) when you meet to discuss Messina collaborations and enrichment sessions. Simply save your receipt and bring it to Sarah Lewis in MH 145 for reimbursement or stop by MH 145 in advance of your lunch meeting to request a lunch voucher memo.

1. **General Introductions** – share some information about yourself including professional, personal and research interests.

2. **Messina** – what possibilities excite you? What do you still need to know?
   a. For faculty - briefly describe your courses - what are the goals/outcomes? Do first year students typically take this course? How do you imagine the course being taught as a seminar? What readings and assignments do you typically assign?
   b. For Mentors – Describe your office and your work – what are your day to day responsibilities? How does your office work with first-year students? What is your typical student interaction and work day availability?
   c. For Evergreens – discuss what activities you have been involved in during high school and while at Loyola that will help you be a resource to first-year students. If you are a returning Evergreen, what were the most rewarding and challenging aspects of working with first-year students?

3. **Messina Themes** – Discuss the theme and begin to brainstorm ideas about how to integrate the seminars and enrichment sessions to enhance the theme. What additional resources do you need from Messina to successfully incorporate this theme into your course, enrichment hours, and activities?
   a. Each member of the group should share 2-3 topics/activities that you think are important to discuss with students during the first semester of Messina.

4. **Communication** - How does each member of the working group prefer to communicate (in-person meetings, e-mail, etc.)?
   a. Is there an opportunity to communicate over the summer? If yes, how would be best? In person? Phone call? E-mail?
   b. Make sure everyone has contact information for other members of the working group.

5. **Expectations** - What are some expectations that you should have of each other?
   a. Review your expectations in the context of Messina’s expectations for working groups (next 3 pages) and the Enrichment Session information provided in the Messina binder.

6. **Logistics** – Double check fall enrichment session day and times on WebAdvisor to make sure that everyone will be available to participate. Contact Mike or Doug if a conflict exists – we still have time to make a change before students are enrolled in courses.
Qualities of Faculty, Mentors and Student Leaders that would excel in the collaborative nature of Messina:

- Ability to engage with first-year students in and out of the classroom
- Understanding of Jesuit Mission and Pedagogy
- Understanding of first-year student transition issues
- Demonstrates organization and is able to prepare in advance
- Flexibility
- Demonstrates basic multicultural competencies
- Understanding of group dynamics and working with groups of students
- Well versed in campus resources and referral sources

Qualifications of Faculty and Mentors who will participate in Messina:

- In most cases, two years of experience working at Loyola before the Messina academic year begins (In other words, a person may apply to participate during their second year of employment)
- Support of and approval from immediate supervisor and/or department chair

Qualifications of Evergreens who will participate in Messina:

- At least one year of attendance at Loyola prior to the start of the Messina academic year in which they will be a peer leader
- A cumulative GPA of 3.0 or above preferred; 2.7 or above required
- Satisfactory student conduct and academic integrity standing
- Ability to participate in the program for the entire academic year, including pre-fall training, fall semester, and spring semester. (Therefore, students who plan to study abroad would not be able to serve as Messina Evergreens)
Expectations of Faculty, Administrators, and Evergreens

Attend Meetings, Orientation & Trainings to Prepare, Execute and Evaluate Messina: *Evergreens are not required to attend spring meetings but will attend August trainings. Training and meeting expectations in the first year of participation in Messina will be more intensive than in future years.*

- **Prior to Fall Semester**
  - Participate in Spring workshops to meet team members and understand the program goals and outcomes
  - Attend Working group meetings to craft syllabi and co-curricular enrichment sessions
  - Participate in aspects of summer orientation relevant to Messina. (Note: This does not mean everyone is expected to be at every orientation)
- **Attend workshop immediately before fall semester begins to review syllabi and coordinate first week and/or Fall Welcome Weekend interactions.**
- **Attend Fall Welcome Weekend events coordinated in conjunction with Messina and advising commitments (ex. Common Text discussion and mentor session).**
- **During Fall and Spring Semesters:**
  - Meet with members of working group to discuss progress of the individual students and the class(es)
  - Attend ongoing planning meetings as need arises
- **Attend early January Workshop *(Evergreens attend a separate meeting at the start of the spring semester)*
- **Participate in Messina assessment efforts.**

Collaborate on the Planning and Implementation of Enrichment Sessions

- Discuss connections of courses and activities to overarching Messina theme.
- Include at least one Baltimore excursion and one theme-wide event each semester in the enrichment session plan.
- Integrate enrichment sessions into course syllabi to demonstrate integration of the Messina experience.
- Attend and assist in the facilitation of about 10-12 enrichment sessions per semester (for each section) that equate to 20-25 hours of contact with the students.

Participate in the Life and the Events of the Theme Community

- Attend a Messina theme-wide event each semester.
- Be available to assist with at least one additional Messina activity each year (in conjunction with Messina and Student Life staff).
- Develop ongoing relationships with 16-34 students outside the classroom.
Faculty-Specific Expectations

- For most faculty members, advise 15-17 students (this includes fulfilling all responsibilities associated with the core advising contract).
- Prepare and teach one or two approved, seminar style courses (depending on which type of involvement a faculty member has in the program). The Messina Advisory Board, including the Co-Directors, will review syllabi and enrichment session plans to monitor consistency among sections.
- Incorporate interdisciplinary work into seminar courses and enrichment sessions.

Messina Mentor-Specific Expectations

- Infuse first-year student transition and development issues into the design and implementation of enrichment sessions and co-curricular activities.
- Assist with student conduct process and developmental sanction activities.
- Empower participants (faculty, administrators and students) to notice and address student concerns and refer to appropriate resources when necessary.
- Submit mid-semester check-in reports and enrichment session semester audits to Messina office.

Evergreen-Specific Expectations

- Assist in the development and facilitation of fall orientation small group activities.
- Partner with the Resident Assistant staff coordinate at least one Messina event during the academic year.
- Attend and participate in student leader theme meetings (includes course peer leaders and Resident Assistants).
## Fall Semester Enrichment Session Brainstorming Sheet

<table>
<thead>
<tr>
<th>Time of the Semester</th>
<th>Loyola Activities</th>
<th>Developmental Considerations</th>
<th>Enrichment Session Ideas (bolded ideas indicate some of the most popular sessions over the past 2 years)</th>
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| **The First Six Weeks (Move-In through Family Weekend)** | - Welcome Weekend  
- Common Text Discussions  
- Initium Week  
- Activities Fair  
- Service Fair  
- Family Weekend  
- Class Dean BBQ | - Homesickness & Transition  
- Making Friends  
- Finding their “niche” & getting involved  
- Negotiating conflicts (interpersonal, roommates, etc.)  
- Not feeling a connection to the Baltimore community  
- Testing boundaries  
- Overall wellness - Changes to eating and sleep patterns  
- Orienting to college-level learning (undoing preconceptions)  
- Understanding the core curriculum | - Syllabus review  
- Teambuilding Exercises  
- Baltimore 101 Module  
- Fun & Engaging Off-Campus Trip  
- Values Clarification Module  
- Goal setting exercises  
- Conversation based enrichment sessions that set the tone for the rest of the year  
- Academic Integrity and Introduction to the Academy Modules  
- How to Write a College Essay |
| **The next Six weeks (Mid-terms, Fall Break & Halloween)** | - Prepare to Register for spring  
- Withdrawal deadline from classes  
- The Evergreen Players at McManus Theater  
- Latino Heritage Month  
- Mid-Semester Check-In for Messina Groups  
- Academic Integrity module due before registration | - Finding their “niche” & getting involved  
- Fitting in (and struggling with how that is defined in Loyola context)  
- Feeling excluded  
- Not feeling a connection to the Baltimore community  
- Negotiating new freedoms in the context of alcohol and other drug use, intimate relationships, and how they spend their time  
- Feeling like “there is nothing to do on the weekends”  
- Hesitate to utilize campus resources  
- Managing academic setbacks and disappointments  
- Discussion of major and course selection | - Time and Stress Management/Mindfulness Modules  
- Common Text Events  
- Course and Theme Enrichment  
- Library Module  
- Campus Involvement Discussions  
- Diversity & Justice Discussions/Understanding Diversity Module  
- Theme Integration Activity  
- Green Dot Bystander Intervention Training  
- Communication Styles Module  
- Academic Integrity Module (if not done earlier)  
- Enrichment hour on how to do college-level work  
- Course selection enrichment session |
| **The final Six weeks (Thanksgiving and Finals)** | - Thanksgiving Break  
- Leadership and Involvement Fair  
- Lessons and Carols  
- Native American History Month  
- Finals | - Comparing college experiences with friends from home  
- Not feeling ready for finals  
- Determining whether or not Loyola is a good fit (retention)  
- Managing one’s academic aspirations and interests  
- Looking forward to (or not looking forward to) spending time at home | - Study Skills & Review Sessions  
- Preview of Second Semester Class and Theme Connections  
- Reflection Module/ The Examen  
- Introduction to Service/Civic Engagement  
- Goal Setting for second semester  
- Managing Finances  
- Mindfulness/Stress Management  
- End of the Semester Celebration |
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