

Honors and Scholars Program Council  
Meeting Minutes: 02/03/2016

**Attended:** Council Members: Maggie, Benoit, Maria Domingo, Linda Dempf, Glenn Steinberg, Chris Wagner, Lee Ann Riccardi, Kevin Lyons, Shrey Patel

Honors Program Representatives: Lalitya Karra, Marc Casale, Madhurima Gundlapally

**Absent:** Terry Byrne(excused), Deborah Thompson (excused), Kaitlyn Garcia, Ryan Chiu

Agenda Item	Decision/Relevant Comments
Approval of 11/18/15 meeting minutes	Will send minutes to outstanding attendees for final approval. <b>POST MEETING NOTE:</b> Final members approved. Minutes will be forwarded to Academic Affairs.
Update on Action Items (see below)	All actions closed except item 2) Analyzed open comment fields. This will remain as an action for the Self-Study document (see Tasks/Goals below)
Introductions of new/returning members	Welcome to new members and our new Coordinator
Dr. Kit Murphy - HSP Self-study	Dr. Murphy confirmed administrative support for external review of a self-study document developed by the Council.
General Announcements from the Coordinator	Met with Housing. They would like to come discuss some metrics they have been collecting. This is an opportunity to readdress items raised in Student Survey data.
Semester goals and metrics	Tasks Selected: 1) Self-study document → goal and timeline to be developed 2) Outstanding Scholar Award support → goal to select OSA recipient based on submitted nominations No other tasks anticipated being work on beyond necessary policy/procedure decisions because of self-study time requirement.
Other items from the Council	Identified possible conflict between decision made on Rel/Phil Honors requirement (see 11/4/2015 minutes) and Honors Website. Glenn will verify and raise if further discussion in warranted.
Schedule next meeting	Next meeting - 2/17/2016 for Self-study work

Action	Responsible	Due	Outcome
Set up date for Housing visit	Benoit	2/7/2016	
Review survey data open options for general themes	All	Open	
Review student survey data for house related items in preparation for visit	All	2/7/2016	
Review Rel/Phil decision for needed action	Steinberg	2/7/2016	
Submit 11/18 minutes to AA	Wagner	2/5/2016	
Set up 2/17/16 meeting	Wagner	2/5/2016	