

Honors and Scholars Program Council - Minutes
December 14, 2016
3:00 – 4:20 pm - Education 204

Members in attendance:

Faculty/Staff: Terry Byrne, Linda Dempf, Maria Domingo, Wayne Heisler, Steven Singer

Students: Marc Casale, Dillon McNamara, Mi-Yeon Park, Padma Radhakrishnan

1. Minutes from November 16, 2016 meeting approved.

2. Announcements from Honors Coordinator (WH)

If the governance document is approved, the composition of this Committee will change next fall, with a smaller Committee, made up of the Honors Coordinator, 4 faculty, 1 staff, and 3 Honors students.

Wayne reported that he met with Kit, updated him on our progress on the self-study.

The announcement for the Outstanding Scholar Award went out to students, with a deadline of December 23rd. Wayne proposed extending deadline to January 15. All agreed, Wayne will send out letter to honors students about new deadline. Faculty Committee members can evaluate applications at start of the semester, submit tallies via email, then we will finalize decisions at our first meeting of the semester, on February 15.

Action item: Linda will locate rubric that was used last year.

3. Discussion of Self-Study draft:

The Committee went through the Extracurricular section, discussing comments, and resolving many. Maria will incorporate these into the document. The Engagement section was reviewed briefly.

Next steps were discussed. We determined that the document is taking shape, and is ready to be pulled together into one document, and is ready for the executive summary. It is also ready for the “one voice” pass – the one person who will review the entire document and iron out the seams of the different sections.

Action items:

Linda will add the different sections into the main document and move the admissions charts to a separate document for possible later use.

Chairs will coordinate next steps for writing the executive summary and the “one voice” editing pass to get document ready for late January submission to Kit.