UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
312th Meeting
2 December 2011

APPROVED

Voting members present: Brianno Coller (EET), Greg Conderman (EDUC), Sien Deng (LAS), Michael Duffy (LIB), William Goldenberg (UCC/VPA), Nancy Nuzzo (HHS), Tim Ryan (LAS), Scot Schraufnagel (LAS), Bart Sharp (BUSE), Ann van Dijk (for Sinclair Bell/VPA), and Honors students Juliana Leprich and Nora Lindvall.

Voting members absent: Honors students Tatiane Butler, Patrick Galvin, and David Parlberg.

Ex-officio members present: Anne Birberick (Vice Provost) and Christopher Jones (Honors)

Ex-officio members absent: None

Others: Honors Staff Nancy Castle, Jes Cisneros, Emily Del Monaco, and Joanne Ganshirt (Recording Clerk)

I. Approval of Agenda
Jones asked that the discussion of the Great Professor Award be the first item for discussion under new business. LINDVALL/CONDERMAN MOVED TO APPROVE THE AMENDED AGENDA. THE MOTION PASSED.

Jones introduced Jessica Perez, the new Honors Program office support associate, to the committee. He welcomed everyone back and thanked committee members for asking alternates to attend meeting.

II. Approval of Minutes from 7 October 2011
Conderman submitted minor typographical corrections to the minutes. CONDERMAN/RYAN MOVED TO APPROVE THE MINUTES AS AMENDED. THE MOTION PASSED.

III. Associate Vice Provost for University Honors Report
Jones made the following report:

- There has been great attendance at SOUPer Wednesday. He again invited committee members to attend.
- Honors Day will be April 22, 2012. The ceremony will recognize Honors graduates. The president, provost, and vice provost will attend. Committee members were invited to attend the 5 p.m. ceremony.
- Recruitment for the new Honors House is going well. There has been a good start to room sign ups.
Jones will be contacting Kevin Meyers of Media Services to make some modifications to the Honors Program video. These modifications will include the new tagline and information for transfer students.

A curriculum gaps analysis was done for Ray Alden, provost, and Birberick. Jones thanked Honors staff members Ganshirt, Anne Quinlan and Colette Wehrli for gathering the necessary information.

The strategic planning proposal was submitted on November 7. He thanked Alden and Birberick for meeting with him prior to the submission date. The proposal included requests to fund support of general education courses, an Honors advisor/national scholarship coordinator, 10 enhanced learning grants for service learning and internships, four $5,000 summer scholars, and a recruitment budget for various purposes. Jones said presently funding constraints have necessitated partnering with other campus units to accomplish certain goals. He noted the Honors recruiting event at Cantigny Park was paid for by the Alumni Association, and the Honors Program video was paid for by the Office of Admissions. He thanked Ganshirt for providing needed information and Cisneros for writing the assessment portion of the proposal.

Anne Hardy, director of scholarships, has made 3,500 scholarship offers. This is an increase of 3,000 from last year. Of the 395 offers made to high level students, 42 have been accepted thus far. There has been very positive response to the automatic award process.

The Earl and Cindy Rachowicz Giving Challenge is unfolding. Castle will give a more detailed report later in the meeting. Jones went to the NIU Call Center to brief its staff members about the Honors Program and the challenge. This was done at the launch of the first telefund call for Honors.

Cisneros and Jones are reaching out to campus constituencies. Recently, they have met with Scott Peska, David Dozier of ROTC, and Dean LaVonne Neal and Margee Myles of the College of Education. Cisneros, Jones, Myles, and Connie Fox, assistant dean of the College of Education, will meet early in the spring semester to work on customizing the Honors Program for upper-level Honors education majors. Education students are very constrained in scheduling courses. Staff members of the College of Education like the model created for the College of Engineering and Engineering Technology. Cisneros and Jones will next reach out to other colleges in 2012-13.

Jones met with Nicholas Pohlman, assistant professor of mechanical engineering, about the proposed College of Engineering and Engineering Technology-Honors Program collaboration. He has been asking questions and requesting forms even though the proposal has not yet been approved. He is a good partner.

Jones will meet with Michelle Bringas, director of the Asian Student Center, and Patrick Dawson, dean of the University Libraries.

The recruiting event held on October 12 at Cantigny was very successful. Students who attended the event are accepting admission to NIU. Jones said this event should be considered for the future.

Jones, Cisneros, and Del Monaco worked at the two university open houses. A reception was held in the University Suite and included a student panel and the video.

Jones attended the Experiential Learning Center presentation on Thursday, December 1. He also attended meetings regarding research and artistry, housing, research rookies, Lincoln Laureate selection, and a training session for undocumented students. University Honors is trying to be a visible and helpful campus partner.
Judy Santacaterina of the College of Liberal Arts and Sciences will present a communications workshop during the spring semester.

Several focus groups have been conducted and surveys completed. Considerably useful data and good feedback has been received.

Jones played in the Honors student vs. faculty soccer game. The students were victorious.

Jones and Del Monaco attended the National Collegiate Honors Council annual conference in Phoenix, AZ. Good information was obtained by both. Some of this information played a part in the forms created by the faculty working group. He will plan to attend this conference every year. He has also been named to the governing board of the Upper Midwest Honors Council.

Jones attended a conference at West Point with two Honors political science majors, Gary Timmins and Kaitlyn Carter.

The tagline selection is complete. “Tradition, Excellence, Community” will be the new Honors Program tagline. Jones will work with Kathryn Buettner and Brad Hoey, both of University Relations, on the official roll out.

Jones made a sad announcement to the committee. Del Monaco has tendered her resignation and will be leaving the university on January 13, 2012. Her husband has been transferred to Nashville, TN. An internal search will be done with the hopes that a good person will be found. Jones complimented Del Monaco on her good work.

IV. Assistant Director’s Report

Cisneros presented the following report:

- Capstone projects have been the prime focus of his work the past few weeks. Rough drafts have been submitted and reviewed. Final drafts are also starting to be submitted.
- The Honors Student Association has had a good semester.
- He attended the open house and admitted student luncheon. Approximately 250 students and family members attended this event. He gave a five minute talk about the Honors Program. The Honors Program and Scholarship Office staff members are working out some wrinkles in the message sent to students who are being automatically admitted to the Honors Program based on their scholarship award.
- He is a member of the search committee for the College of Engineering and Engineering Technology position in environmental studies.
- He attended a History of Education Society conference in Chicago.

Referring to the enrollment tables distributed, Cisneros told committee members that numbers are up in all categories. At this time, he does not have any concerns. With enrollment at 1,086 students enrollment has increased 11% from last year. There is a 39% increase in students from the College of Liberal Arts and Sciences with a 5% drop in students from the College of Business. Cisneros said he is not too worried about that drop. Cisneros also noted a drop in the undeclared major students. This could mean that Honors students are more focused.

Referring to the ethnic breakdown of Honors students, Cisneros noted a 75% drop in the number of students choosing “other.” This could reflect an increase in students selecting a category or multiple categories. The gender split has remained the same.
### December 2011 Monthly Report Tables

#### Table 1
**Current Active Honors Enrollment by Part of Program**

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<tr>
<td>Currently pursuing LDH</td>
<td>516</td>
<td>755</td>
<td>638</td>
<td>712</td>
<td>587</td>
<td>508</td>
<td>410</td>
<td>518</td>
<td>539</td>
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<td>Currently pursuing UDH</td>
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<td>461</td>
<td>492</td>
<td>512</td>
<td>458</td>
<td>437</td>
<td>394</td>
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<td>1224</td>
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<td>945</td>
<td>804</td>
<td>964</td>
<td>1086</td>
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#### Table 2
**Current Active Honors Enrollment by College**

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<td>LA&amp;S</td>
<td>445</td>
<td>562</td>
<td>536</td>
<td>567</td>
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<td>411</td>
<td>373</td>
<td>395</td>
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<td>Business</td>
<td>229</td>
<td>263</td>
<td>234</td>
<td>235</td>
<td>232</td>
<td>204</td>
<td>164</td>
<td>172</td>
<td>162</td>
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<tr>
<td>V&amp;PA</td>
<td>95</td>
<td>117</td>
<td>98</td>
<td>94</td>
<td>75</td>
<td>64</td>
<td>42</td>
<td>57</td>
<td>71</td>
<td>20%↑</td>
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<tr>
<td>H&amp;HS</td>
<td>89</td>
<td>115</td>
<td>111</td>
<td>157</td>
<td>145</td>
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<td>Education</td>
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<td>101</td>
<td>100</td>
<td>115</td>
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<td>44</td>
<td>64</td>
<td>69</td>
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<tr>
<td>E&amp;ET</td>
<td>46</td>
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<td>51</td>
<td>52</td>
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<td>33</td>
<td>33</td>
<td>46</td>
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<td>-</td>
<td>19</td>
<td>32</td>
<td>27</td>
<td>44</td>
<td>40</td>
<td>9%↓</td>
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<tr>
<td><strong>Total</strong></td>
<td>983</td>
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<td>945</td>
<td>804</td>
<td>964</td>
<td>1086</td>
<td>100%</td>
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### Table 3
Students in Honors by Self-Reported Group

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<td>African American</td>
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<td>71</td>
<td>51</td>
<td>59</td>
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<td>30</td>
<td>28</td>
<td>37</td>
<td>49</td>
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<tr>
<td>Latino</td>
<td>43</td>
<td>55</td>
<td>50</td>
<td>67</td>
<td>57</td>
<td>48</td>
<td>31</td>
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<td>Asian</td>
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<td>64</td>
<td>49</td>
<td>53</td>
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<td>43</td>
<td>44</td>
<td>50</td>
<td>12%↑</td>
</tr>
<tr>
<td>Caucasian</td>
<td>805</td>
<td>991</td>
<td>956</td>
<td>1007</td>
<td>857</td>
<td>789</td>
<td>659</td>
<td>794</td>
<td>867</td>
<td>8%↑</td>
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<tr>
<td>Native American</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Other</td>
<td>16</td>
<td>14</td>
<td>13</td>
<td>15</td>
<td>9</td>
<td>16</td>
<td>20</td>
<td>20</td>
<td>5</td>
<td>75%↓</td>
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<td>1224</td>
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<td>945</td>
<td>804</td>
<td>964</td>
<td>1086</td>
<td>11%↑</td>
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<tr>
<td>Total Minority</td>
<td>171</td>
<td>206</td>
<td>164</td>
<td>194</td>
<td>156</td>
<td>134</td>
<td>122</td>
<td>149</td>
<td>177</td>
<td>16%↑</td>
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### Table 4
Students in Honors by Gender

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<tbody>
<tr>
<td>Female</td>
<td>627</td>
<td>755</td>
<td>719</td>
<td>776</td>
<td>668</td>
<td>601</td>
<td>489</td>
<td>620</td>
<td>694</td>
<td>11%↑</td>
</tr>
<tr>
<td>Male</td>
<td>356</td>
<td>461</td>
<td>411</td>
<td>448</td>
<td>377</td>
<td>344</td>
<td>315</td>
<td>344</td>
<td>392</td>
<td>12%↑</td>
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<tr>
<td>Total</td>
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<td>1130</td>
<td>1224</td>
<td>1045</td>
<td>945</td>
<td>804</td>
<td>964</td>
<td>1086</td>
<td>11%↑</td>
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V. Program Coordinator’s Report
Del Monaco made the following report:

ALUMNI
- Placed a request to have the Honors Alumni Council web page updated
- Collaborated with Honors Alumnus Steve Vesta and Amy Alfredson (Alumni Association) to organize and advertise an Honors Alumni Council recruitment/planning meeting scheduled for this coming Monday (Dec. 5) at 6PM at NIU Naperville; will be followed by an informal mixer at 7:30PM at Rock Bottom in Warrenville

HONORS PROGRAM MARKETING & PR
- Continued to update the Honors Program web site and Facebook groups
- Working with Jorie Lee and Alexandra Montgomery to redesign the University Honors Program brochure
- Scheduled my staffs to work at the October and November open houses as well as the Cantigny event
- Assisted with the Alumni & Prospective student event at Cantigny
- Represented Honors at the December 1 Admitted Student Day during a panel coordinated by the Academic Advising Center

EVENTS/PROGRAMS
- Guided the Community Leaders in the planning/implementation of a number of social events:
  - Honors Faculty vs Students Soccer Game which drew 14 students and 7 faculty
  - Haunted Corn Maze Outing which drew 9 students
  - Welcome Back Wii Sports Competition which drew 9 students
- Coordinated the Spring Course Preview & Pizza Dinner which drew 35 students and 10 faculty/staff
- Planned the Honors Advising in the Honors House program which drew about 25 students
- Guided House Leader Faith Stauersboll in the planning/implementation of a Scholarship Info Night which drew 23 students; this event was open to the entire campus
- Arranged for a group of 25 Honors students and 25 Mortar Board members to participate in the MakeADifference2k11 service event in Sycamore; 23 Honors students and 19 members of Mortar Board attended
- Concluded the Dennis Barsema Microfinance Workshop Series with about 25 regular attendees
- Currently in the process of finalizing the details for Judy Santacaterina’s workshop series on communication skills to be offered to a maximum of 20 students as a 1-credit Honors course (ILAS 440) in the spring
- Guided Community Leader Alexa Warner in surveying the fall participants of the Honors Mentor Program
- Held a total of 13 SOUPer Wednesdays each one with a featured guest speaker; weeks 8-15 drew an average of 56 attendees
- Created a list of potential SOUPer Wednesdays featured guests for spring
• Planned the Don’t Stress the Test event scheduled for this Sunday which will entail free professional massages, smoothies, holiday music, board games, and a trained therapy dog

BIRTHDAY BOXES SERVICE PROJECT
• Community Leader Jacquie Beck coordinated two birthday box parties at Hope Haven (October & November)
• Jacquie has also made arrangements to drop off birthday boxes at Safe Passage on Monday
• The Community Leaders raised $260 for the Birthday Boxes service project through their Potbelly fundraiser night; a total of 27 Honors students attended the event.
• Community Leader Alexa Warner held a birthday box making event for APO service fraternity

HONORS HOUSE
• The House Leaders collaborated with the Honors House CAs to plan and implement an event called Fall Back to Childhood
• House Leader Daihee Cho planned and ran a Basketball Tournament as part of Floor Wars
• House Leader planned and ran the RoomieWed Game as part of Floor Wars
• House Leader Jack Baker planned and ran the Wheely Chair Races as part of Floor Wars
• House Leaders Marshall Happ and Daihee Cho are planning the Floor Wars Awards Ceremony
• Collected ideas from the House Leaders for spring events/trips

PROMOTING THE NEW HONORS HOUSE
• Held two information sessions regarding the Honors House move which drew a total of 21 students
• Created a document meant to help current NIU students compare the old Honors House with the amenities of the new Honors House—sent this via email to 36 interested students
• Continue to communicate with prospective students via email
• Represented the Honors House at the October and November open houses
• Updated the Honors House web page on the Housing web site
• Updated the Honors House web page on the University Honors Program web site
• Worked with Lindsey Myers in Housing to acquire display boards
• Updated the Honors House text within Housing’s Living-Learning Communities brochure
• Co-authored an NIU Today article announcing the Honors House move
• Continued to request rosters from Becky Haselton in Housing; as of 11/29 40 current student have signed up to live in the new Honors House

OTHER
• Traveled to Phoenix in October to attend the National Collegiate Honors Council conference; brought back a collection of notes and handouts from other institutions
VI. Alumni & Development Report
Castle announced Dave Changnon, professor of meteorology, will be starting as faculty advisor for Honors House in the spring. Castle will not continue as faculty advisor after the spring 2012 semester. She suggested a second advisor should be found for the fall, so there will always be two.

Castle received a report from the NIU Foundation regarding the fundraising effort tied to the Rachowicz Giving Challenge. The first round of calls to former Honors students started on October 31 and will end on December 15. There are 2,947 names on the phone list. Post cards were sent to 6,830 people and were followed up with an e-mail. So far, 592 people have been contacted by phone with 121 donors pledging $6,852. The amount of new money donated is unknown. The average gift is $63 and 20% have donated. The second round of calling will begin in May and will include only those people who have not already pledged money. A mailing will be done on May 7. A great effort is being made to get all pledged money to the Foundation by June 30. The Foundation is pleased with the outcome.

VII. Working Group Updates
A. Alumni outreach
Sharp told the committee there was no follow up for the alumni outreach working group. The group will look at early alumni for a special alumni award. He has been given over 60 pages of information on eligible candidates. He will review the information and then meet with the rest of the working group in the spring to finalize the selection.

B. Diversity
Cisneros said he is the contact person for this working group. He said the group will monitor and follow up on what is currently being done to recruit students. If a particular problem is found, the group will meet again for discussion.

C. Faculty Handbook and Outreach
Jones is the contact person for this working group. The group has had two meetings. Results of the meetings will be discussed later in the meeting.

VIII. Old Business
A. Honors Program Summer Improvement Grants
Jones asked the committee if the same proposal forms should be used this year as last. He will add language requesting international components be developed. He asked for permission to announce the grant process across campus. Sharp said he thought everything from last year would be fine for this year. By consensus the committee gave Jones permission to announce the grants.

IX. New Business
A. Review of Great Professor Award
Jones told the committee this award has not been well publicized. The award recipient has traditionally been chosen by staff members. Jones would like to recognize people
across the university community and have the Honors Program be recognized at the same time. To that end he wants to make this a more university-wide process with a nomination and selection process. The nomination form presented to the committee members is modeled on a similar award from International Programs. The Honors Program would name one recipient each spring. Nominees could be faculty or instructors. Jones added contributions to honors education within a department, school, or college as well as the Honors Program as criteria. He said he tried to think broadly about honors education. The recipient would receive $500. The cash award would be new.

Nuzzo suggested the selection committee should be at least five of the people mentioned in the attached nomination form. Jones asked if there should be student involvement in the selection. Committee members agreed there should be student input. Duffy asked that a member from the library be added to the selection committee.

Leprich asked if previous recipients were eligible to be nominated. Jones said he did not think that would be appropriate. Leprich said the form should be clear that previous recipients could not be nominated. Conderman suggested adding rank to the list of recipients to show the diversity of the award. Castle said students should be able to make nominations.

Jones presented a draft call for nominations and nomination form. The committee made some small substantive and copy-editing requests and authorized Jones to circulate the material to the campus community at the start of the spring semester.

NUZZO/SCHRAUFNAGEL MOVED TO ACCEPT THE NOMINATION FORM AS AMENDED. THE MOTION PASSED.

B. Undergraduate Research and Artistry Day
Jones told committee members the Honors Program will co-sponsor the Undergraduate Research and Artistry Day. Honors will provide money for advertisements and host the reception following the event. Honors will also provide student workers for the day. He also asked committee members would volunteer to be judges for the day. Finding judges is the hardest part of organizing the day but has the most impact. The judging would be done early on Tuesday April 24. Committee members volunteering were Conderman, Sharp, Duffy, Schraufnagel, Nuzzo, Cisneros, and Jones.

C. Review of EYE Grant Proposals
Sharp told the committee there is enough money to fund each of the EYE Grants submitted. One proposal was incomplete, so the committee members opted not to evaluate and fund this proposal.

Committee members voiced several concerns about the next proposal submitted. Members questioned the amount of her travel budget, whether she would be accepted to present at a conference, and the literature review. SCHRAUFNAGEL/CONDERMAN MOVED TO APPROVE THIS PROPOSAL IF IT IS MODIFIED TO ADDRESS THE CONCERNS AND THE STUDENT IS ACCEPTED AT THE CONFERENCE. THE MOTION PASSED.
The next proposal discussed had similar problems. **SCHRAUFNAGEL/NUZZO MOVED TO APPROVE THIS PROPOSAL IF IS MODIFIED TO ADDRESS THE CONCERNS. THE MOTION PASSED.**

The final EYE Grant proposal also has several problems. **SCHRAUFNAGEL/CONDERMAN MOVED TO APPROVE THIS PROPOSAL IF IT IS MODIFIED TO ADDRESS THE CONCERNS. THE MOTION PASSED.**

Jones has been charged with meeting with the three students and accepting any modifications. Cisneros said he will try to hold a workshop on how to apply for the EYE Grants. Duffy suggested creating a style handbook.

**D. Review of new Honors mini-section, in-course honors contract, and capstone guidelines and forms**

Guidelines for teaching an Honors mini-section course are new. Jones said forms were created or changed on the advice of Birberick who suggested making the Honors forms more user friendly and from a department chair who suggested making the process a more serious endeavor. Alden has stressed concern that the value added aspect is not evident in mini-section courses as they are currently offered. There needs to be a balance between academic freedom and making sure that students are getting a complete honors experience. The forms will be taken to the department chair steering committee to see if this will work within the departments. Ryan noted that different committee members worked independently on the forms, so there is a difference in writing style. This will need some more editing to ensure uniformity before the forms are given to the steering committee.

**SCHRAUFNAGEL/CONDERMAN MOVED TO APPROVE ALL THE FORMS PRESENTED BUT ALLOW THE WORKING GROUP TO MAKE MINOR CHANGES. THE MOTION PASSED.**

The working group members will make necessary changes before Jones presents the material to the steering committee.

Castle noted that these forms will help to get word out across campus about the opportunities for teaching Honors courses. She said she is being asked more and more to do capstone projects because students cannot find anyone to do it. She said she thinks this is getting to be a problem. Jones agreed this is a problem particularly with new faculty members. Jones wants to reach out to all colleges and departments but has been waiting until all the work is complete on the forms and other important administrative matters. Castle noted there are a lot of assistant professors on campus and wondered how working on a capstone project fits in with the tenure/promotion process. Ryan said he had to turn down several students who wanted to work with him on capstones, but he does not have time to because he is going through the tenure process now. He said students need to work on cultivating relationships with faculty members.

Duffy reminded Jones that during his interview he talked about Honors faculty status. Jones said this item would be part of the discussion that he will have with department chairs on the steering committee that the provost has asked him to assemble. There
will also be consideration of how to recognize and reward faculty engagement in honors education, but it will be a challenge. Birberick said there is no consistency for this across campus. Each department is different controlling what gets credit or not and how much weight it receives. Jones said if anyone has suggestions on how to create the honors status, they should let him know. He would be happy to have the assistance.

Castle noted that Vision 2020 has the Honors Program as the jewel in the crown. If the effort is being made to bring high achieving students, administration needs to get the word out to everyone. Jones said many departments do not offer honors courses because they are punished for not creating enough credit hours. This change needs to come from university administration. Birberick said this goes beyond the Honors Program and it is on the provost’s radar.

X. **Adjournment**
The meeting adjourned at 3:35 p.m. The next meeting will be at 1:30 p.m. on Friday, February 3, 2012 in Campus Life 110.