UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
328th Meeting
March 7, 2014

(APPROVED)

Voting members present: Dave Changnon (LAS), Michael Duffy (LIB), Nick Pohlman (CEET), Bart Sharp (BUSE), Tim Ryan (LAS), Masih Shokrani (HHS/UCC), John Evar Strid (EDUC), and Honors students Miracle Diala, Daniel Jeffries, Rachel Lapidus, and Jerrell Ross.

Voting members absent: Dave Ballantine (LAS), Patricia Braun (HHS) and Honors student Luis Lopez.

Ex-officio members present: J. D. Bowers (Honors)

Ex-officio members absent: Michael Kolb (Vice Provost)

Others: Honors staff Joanne Ganshirt and Jason Goode

I. Approval of Agenda
   Since nominees for the Great Professor Award are also members of the committee, this item was moved to the last item so the nominees could be dismissed. Ryan/Pohlman moved approve the agenda as amended. The motion passed.

II. Approval of Minutes from February 7
    Pohlman/Jeffries moved to approve the minutes as presented. The motion passed.

III. Staff Reports
    A. Associate Vice Provost for University Honors
       Bowers presented the following report:

       • He read e-mail regarding William Ball, an Honors alumnus, and all of his accomplishments. The e-mail was sent by a third party and Bowers thinks he would be a good candidate for the Outstanding Alumni Award.

       • We have intern, Kristin Skells, filling in for the assistant director for communications and programming. She has jumped right in and taken over what needs to be done.

       • Anne Quinlan, the Honors Program database manager will be retiring on March 14. Bowers will work on revising the job description and getting the necessary forms completed. The database manager position, officially
titled Program Advisor, will emphasize advising. Goode has been picking up some advising duties to alleviate the demand.

- The Honors course schedule is nearly ready and will be on the Honors Program web page soon. Course Preview Night is scheduled for Tuesday, March 25. There are some good courses being offered for the fall.

- Bowers will be attending a leadership conference in July in Philadelphia. From this conference he will develop an Honors course. This course will also be used for the McKearn Fellows. It should be started in the fall and may incorporate University Scholar recipients so they can be cohort.

- President Baker authorized $2.2 million in scholarship offers. If all 21 University Scholars offers are accept this is the amount needed to cover them. The Foundation has offered to pick up any shortfall. Bowers said he is hoping to get 14 commitments.

- The externships held over winter break went well. Students who participated enjoyed it and completed the workshops. All providers would like to do it again although some would like to offer different times. With that in mind, there may be three separate programs created.

- University Honors optional faculty seminar will be held on April 4. Gary Glenn, professor emeritus of political science, is teaching a course on critique of the college education. He has good readings to offer, including information on grade inflation. A discussion of Honors education and what it should be will be conducted at this seminar. It will be a short morning event and then have lunch. Committee members attending the seminar could then move to the 1:30 p.m. meeting.

- The Honors study abroad programs have been announced. Montreal and The Hague are being promoted. The China program will be announced next week. Cost of this program is $2180.00 plus airfare. All of these programs should run and be successful.

- Kishwaukee Community College and Highland Community College are working with the Honors Program to successfully transfer members of their honors program to NIU. One of the Honors Fellowship spaces was saved for an applicant from each but none applied. This should change in future years. The money from that fellowship can be allocated to a current
student. President Baker told Bowers that this partnership will be expanded to six more community colleges. Members of community college honors programs would earn lower division honors upon entering NIU Honors Program and then complete upper division honors here.

- The Honors Program hosted a table at the annual Red and Black dinner. Three NIU alums were guests of the program.

- The Ethics in Leadership workshop is going well. Baker spoke last at the session last week. There are 20-24 students attending each session.

- A report has been received from the Foundation. The Honors Program has fewer donors, but is receiving more money from more repeat donors. That is a good sign. An NIU alumnus has given money to sponsor a women’s leadership conference for three years. This will be a co-project work with Honors, the College of Business, and the College of Visual and Performing Arts. The conference will take 50 women off campus for an overnight retreat and the opportunity to meet with other NIU alumnae.

B. Assistant Director of Academics and Advising
Due to the absence of Jes Cisneros there was no report.

A copy of the enrollment numbers was available for each committee member.

C. Assistant to the Associate Vice Provost for University Honors
Goode gave the following report:

- Honors Tuition Waivers—85 applications were received by the February 28 deadline. There were 8 applications for house leader, 27 for Honors Fellows, and the rest were for mixed scholarships. The timeline for house leaders is next week for housing. Honors staff will select two and pass the names on to housing.

- Taco Thursday in the Honors House—This was a scholarship workshop that focused on tips for good applications. Students also worked in groups to write opening statements for the Rhodes, Gates, Truman, and Udall fellowships.

- The Harry S. Truman Scholarship Foundation—Sarah Trygstad applied for the 2014 competition. Unfortunately, she was not selected as a finalist
to interview for the opportunity. Goode said this was a good learning experience for both of them.

- College Scholarship Board Meeting—This coordinated by the scholarship office as an effort to bring together all colleges and departments that offer student tuition waivers and Foundation scholarships. The Foundation wanted to be sure everyone sends the red cards with the scholarships for instructions to thank donors. The overall goal seemed to be getting a consistent process throughout campus.

- Academic Works Presentation—Goode attended a sales presentation in Altgeld geared toward NIU purchasing software that would make the scholarship process easier for reviewers and applicants.

- Honors Scholars Presentation—Announcement went out for new scholars on February 28. Bowers said he would like to have four candidates selected. The project abstracts will be posted on the website to try to get alumni to sponsor the project. This would be an effort to see if this will bring the alumni into the fold and give them an opportunity to help these students. The current Honors Scholars will make their presentations on April 17 from 4-6 p.m.

- Lincoln Laureate Lecture—Saraah Stuebing will make the presentation on April 3 at 5 p.m. The service project is still being solidified. This is the first time this is being done.

- Admissions—A decision was recently made to have two browsing fairs for perspective students and their families for each visit. Goode worked with Honors Fellows to coordinate student coverage.

- Website—Goode updated the Honors House calendar and removed the scholarship application link.

- Hazing Prevention Taskforce (coordinated by Student Involvement and Leadership Development)—The committee is still working to determine their role with sports clubs, Greek fraternities and sororities, as well as organizations that are not Student Association recognized, who are suspected of hazing new members.
IV. **Additional Reports & Updates**
   A. **Assessment Subcommittee**
      There was no report.
   
   B. **Student Report**
      There was no report.

V. **Old Business**
   A. **Outstanding Alumni Award**
      A list of at least 30 candidates has been compiled. This list will be forwarded to Sharp for further assessment.
   
   B. **HONS Course Designation**
      Bowers has spoken to LaVerne Gyant, Director for the Center of Black Studies, and Judy Ledgerwood, Director of Southeast Asian Studies, both of whom recently received course designations for their units. Based on that Bowers said it looks like the Honors proposal is good. At this point, an Honors College does not look like the way to go so this needs to be emphasized in the proposal. It should show this is just another option for creating courses and not part of an effort to develop a college. This would also solve the problem of teach teaching interdisciplinary courses.

VI. **New Business**
   A. **Grad Courses for University Honors Credit**
      Bowers received a phone call from the father of an Honors student who is also an NIU faculty member. He informed Bowers that the student is advanced in the discipline. As a junior the student is enrolled in two 600-level courses. A statement in the Honors handbook says a student can use a graduate course with permission in the final semester for up to three hours of Honors credit. Is this appropriate? Do graduate classes meet the criteria set for Honors courses? Does the Honors Program want to have such a policy? Registration and Records is removing the six hour and senior level requirement.

      Sharp said some courses in the College of Business graduate program would not be appropriate for this credit. Changnon said he does not think it should be an across the board policy. It is a struggle for him. Pohlman said he would eliminate the last semester requirement. Each department should be asked about the rigor of the graduate classes, he added. Lapidus asked if this is would be covered by an in-course contract which would require everyone’s approval. Pohlman said in the specific case being addressed it seems appropriate it works, but he would not want
to make a blanket statement. Bowers said there could be more requests for this. It should be allowed for everyone. Changnon said this should not be a call to be made by Honors staff but should come from the department. Sharp asked if this is going to be a big change. We should not be seeing a big influx of students utilizing this. Bowers said the student would still need to have the seminar and Capstone. That would leave six hours of upper-level course work that could be done at the graduate level.

Changnon said an undergraduate registered for a graduate course may not get the Honors experience we would like students to have. They could be pigeon holed. Jeffries said he thinks a graduate class would be like an Honors-only course in that it would be small. Graduate students could be of the same high caliber. Diala said he likes the ability to be able to have the opportunity to meet and study with other undergraduate students. He asked if that would be the same with graduate students. Would graduate students want to mix with undergraduates while they are doing research and other graduate school projects. Changnon said that is a good point. This could be a problem.

Duffy said this could be a great networking opportunity for the undergraduate. It would depend on the students involved. Strid agreed saying this would be a great opportunity for students at both levels.

B. **EYE Grant Rubric**

Bowers said he found an edited version of the rubric used to evaluate the Enhance Your Education (EYE) Grants, but did not find evidence the changes had been approved. Is this the form the committee wants to use? Duffy/Strid moved to approve the revised rubric. The motion passed.
Directions: Please attach this rubric to the cover of your project and be sure to indicate the type of project by checking the appropriate box. Both student and faculty member must sign this form.

Title of Project

Name of Student

Z-ID

Street Address

City

State

Zip Code

Phone Number

E-mail address

Major

Minor

Sponsoring Faculty Member

Department

Phone Number

E-Mail

Signature of Faculty Member

Type of EYE Grant Proposed:

- Research support related to Capstone or other Honors course
- Artistry support related to Capstone or other Honors course
- Study abroad for honors credit (Please circle one: SU FA SP Full AY)
- Conference presentation, academic competition, performance recital or artistic exhibition originating from an Honors course

Signature of Student

Date Submitted
<table>
<thead>
<tr>
<th>Rating Category</th>
<th>Beginning (1)</th>
<th>Developed (2)</th>
<th>Accomplished (3)</th>
<th>Exemplary (4)</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of the project: includes literature review and methodology (when appropriate)</td>
<td>Narrative is unfocused and provides little useful description of the nature of the project. Description not well organized. Narrative has a significant number of grammatical errors.</td>
<td>Narrative provides minimal description of the nature of the project. Generally free from grammatical errors.</td>
<td>Narrative provides comprehensive description of the nature of the project. Description is organized and free from grammatical errors.</td>
<td>Narrative provides comprehensive description of the nature of the project. Description is both well organized and free from grammatical errors.</td>
<td></td>
</tr>
<tr>
<td>Enrichment Benefits</td>
<td>The student has provided minimal or no evidence that this grant will enhance their Honors education.</td>
<td>The student has provided evidence that this grant likely will enhance their Honors education.</td>
<td>The student has demonstrated that this grant will enhance their Honors education.</td>
<td>The student has clearly demonstrated that this grant will greatly enhance their Honors education.</td>
<td></td>
</tr>
<tr>
<td>Budget</td>
<td>Budget missing.</td>
<td>Budget either excessive or insufficient for nature of project: expenditures not justified.</td>
<td>Budget appropriate for nature of project. Expenditures not well justified.</td>
<td>Budget appropriate for nature of project and expenditures well justified.</td>
<td></td>
</tr>
<tr>
<td>Letter of support from faculty member</td>
<td>Not present.</td>
<td>Weak—provides little support for the student and project</td>
<td>Moderate—provides some support for the student and project</td>
<td>Strong—provides strong support for the student and project</td>
<td></td>
</tr>
<tr>
<td>Time Line</td>
<td>Time Line Missing</td>
<td>Time Line is incomplete by task or dates</td>
<td>Time Line is complete</td>
<td>Time Line clarifies and helps further the project</td>
<td></td>
</tr>
<tr>
<td>Student Background</td>
<td>Background Missing</td>
<td>Background does not support student ability to complete project</td>
<td>Background does support student ability to complete project</td>
<td>Background provides evidence of a high likelihood of success</td>
<td></td>
</tr>
</tbody>
</table>

Comments:
C. **Review of MAP Works Data 2013-14**
   Bowers presented a report to the committee for them to look at.

D. **External Program Review-Final Report**
   Bowers distributed the final copy of the external review was distributed for committee members to read. The National Collegiate Honors Council will be working to do a full accreditation in a few years. This review should help with that process.

E. **University Honors Faculty Seminar, April 4**
   Bowers asked committee members if they had any suggestions on what should be discussed at this seminar. This will be a god way to get younger faculty involved with the Program, but also a way to rejuvenate the long-time faculty. Changnon said the Honors Fellows should be included because their input will be very valuable in helping decide the actual value of the Honors component.

F. **Great Professor Award**
   Nominees who are members of the Honors Committee were dismissed from the meeting. Following discussion, Changnon/Duffy moved to name Pohlman as the 2014 recipient of the Great Professor Award. The motion passed.

   Bowers brought up an issue that was discussed at the University Coordinating Council (UCC) meeting regarding last month’s minutes. In his report, Bowers said he had visited Sycamore High School. Some members of UCC thought he had been ignoring DeKalb High School. Bowers will be visiting DeKalb High School in April. He will also be visiting Kaneland High School and attending an event at Kishwaukee College with Sharp.

VII. **Adjourn**
    Jeffries/Lapidus moved to adjourn the meeting at 2:40 p.m. The motion passed. The next meeting is Friday, April 4, at 1:30 p.m. in Campus Life 110.