UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
337th Meeting
April 3, 2015
1:30-3:30 PM, CLB 110

I. Welcome

II. Approval of Agenda

III. Approval of Minutes from February, 6 2015

IV. Staff Reports
   A. Associate Vice Provost
   B. Assistant Director of Academics and Advising
   C. Acting Assistant Director of Programming and Communication
   D. Assistant to the Associate Vice Provost

V. Additional Reports & Updates
   A. Student Representatives

VI. Old Business
   A. In-course contract language
   B. Great Professor Award

VII. New Business
   A. Honors Program Mission and Values statement
   B. Transfer credit for LDH
   C. Honors Scholars

VIII. Adjourn

The next meeting is Friday, May 1, 2015
Honors Committee Meeting
337th Meeting
April 3, 2015

(APPROVED)

Voting Members Present: Scott Balcerzak (LAS), Patricia Braun (HHS), Dave Changnon (LAS), Tim Pierce (LAS), Nick Pohlman (EET), Bart Sharp (BUS), Masih Shokrani (HHS/UCC), and Honors students Ken Barnett, Jeff Kamholz, Katie Denius, Faith Young

Voting Members Absent: Rebecca Houze (VPA), Sarah McHone-Chase (LIB), John Evar Strid (EDU) and Honors student Jack Sauter.

Ex-officio Members Present: J.D. Bowers and Ed Klonoski

Ex-officio Members Absent: None

Others: Jes Cisneros, Dave Ballantine, Joanne Ganshirt (Recording Clerk), and Megan Geyer

I. Welcome
Sharp welcomed the committee to another meeting.

II. Approval of Agenda
Bowers requested the addition of “Honors House Faculty Advisor” under new business. Braun/Denius moved to approve the agenda as amended. The motion passed.

III. Approval of Minutes from February, 6 2015
Kamholz/Braun moved to approve the minutes as presented. The motion passed.

IV. Staff Reports

A. Associate Vice Provost
Bowers presented the following report:

1. Administrative
   a. Budgetary
      i. Will close out FY15 with a surplus in 02 appropriations
      ii. Substantial decline in 41 accounts due to shifting of state travel regulations
      iii. No word on FY16 appropriations; first priority will be to protect classes and student support
   b. Foundation/Giving
      i. Giving remains on the upswing as a result of greater, more sustained outreach
ii. We are finalizing a major bequest that will, in the future, result in an 8% increase in our annual awards, and be marketable.

c. Programs
i. Honors House will close out year with surplus
   1. All CAs have been selected and notified as have House Leaders; contracts will be signed soon.
   2. Honors House 15-16 is filling nicely; we have been given until April 17 to hold spaces; consolidations and opening to non-Honors will happen on that date.
ii. Honors Fellows AY15-16 have all been selected and will be announced; Lead Fellow will be Lexie Williams

d. Program Prioritization
i. Have met with Jeff Reynolds regarding the process, requirements, expectations, needs, and data.
ii. Spoke with the Provost and Vice Provost regarding how University Honors will be situated in the process.

e. Scholarships
i. All scholarships will be awarded at the Honors Day event
ii. We have, as of today, 12 incoming Presidential Scholars (20% increase over last year)

2. Curriculum
b. Summer and Fall 2015 courses are posted. Bowers informed the committee there will be three courses offered this summer, as well as the Global Leadership and Philanthropy Camp and the China Program.
c. Freshmen Seminars will be piloted; uncertain future due to budgets

3. Global
a. Update on study abroad Programs
   Registration for the study abroad programs are: China, 12; The Hague, 16; Argentina, 10; and Montreal still needs a few to get to six. The Hague Water Program and Ghana will not run. The Tanzania trip will run. This is the last year for Provost funding for the Montreal Program. The remaining funding for this program will be rolled into others to reduce their costs.
b. Update on China Program
   Chinese students have started to register to attend the sessions at NIU this summer.
c. Secured agreement for The Hague University Exchange
   This program will be offered to two students at a time.

4. Service and Engagement
      i. LDH=45; UDH=61; UH=48; TOTAL=154
   b. Externships
      i. 14 opportunities for spring 2015
   c. Honors Council of the Illinois Region
      i. Bowers is president-elect
      ii. NIU will host the HCIR Symposium in 106
   d. TEDx-NIU Event on April 25
      i. Vancouver and Whistler events were attended by Bowers
         and NIU TEDx President Maria Senf

B. Assistant Director of Academics and Advising
   Cisneros presented the following report:
   • Met with new and continuing students in the program. 65 individual
     meetings.
   • Continued work on Honors Assessment plan/update, focusing on
     instruments and procedures for data collection. Met with staff from Office
     of Assessment Services to seek input.
   • Spent time tracking down loose-ends for graduating seniors in Honors Day
     program.
   • Helped facilitate University Honors Course Preview Night.
   • Worked with students coming in for NIU spring orientation program.
   • Continued presenting series of informational workshops on the revised In-
     course Honors Contract process and the Capstone Proposal, as well as
     EYE Grant opportunities (prior to the semester deadline). Sessions are
     running once a week for each type all semester long.
   • Attended Advising Deans Retention Group meeting. Ensured that
     University Honors’ needs/concerns were represented, especially regarding
     new student orientation programming.
   • Met with students regarding H.S.A. as well as NIU Veterans’ Association
     in my capacity as faculty advisor.
   • Met multiple times individually with Honors Fellows staff who advise to
     make certain that the information that they are providing students is
     helpful and consistent with program policies and procedures.
   • Finished collecting feedback from students who participated in this year’s
     Externship Program – ILAS 440.
• Participated in NIU Open House activities.
• Attended training for MS Outlook.

C. **Acting Assistant Director of Programming and Communication**
   There was no report due to illness.

D. **Assistant to the Associate Vice Provost**
   The following report had been e-mailed to the committee prior to the meeting:

   ❖ Launched the annual Honors Scholars Program Guide and application on March 1
     ➢ Only three students applied this year:
       ▪ Marissa DeVlieger
       ▪ Ashley Kyle
       ▪ Charles Moore

     ➢ Deadline was Friday, March 27, 2015 at noon
     ➢ Program was advertised in weekly updates, but next year we may need to do an announcement to deans, directors, and chairs

   ❖ NACADA consultant visit
     ➢ Met with the consultants from NACADA who interviewed Jes Cisneros and myself about the advising process at NIU. The wanted to know what worked well, what needed improvement, and what we would like to see implemented.

   ❖ McKearn
     ➢ Met with Jim Doherty at OLT marketing to look into embroidered fleece jackets for the McKearn Fellows.
     ➢ Downloaded McKearn photos in order to begin getting their bios on the website (unpublished and still in progress).
     ➢ One-on-one bi-weekly meetings with McKearn Fellows
     ➢ J.D. and I plan, host, and coordinate weekly McKearn Fellow meetings at 7:00 a.m.
       ▪ Weekly meetings in the Honors Smart Classroom
       ▪ Breakfast is provided for the meetings through Hy-Vee.

   ❖ Honors Scholarship Applications for the 2015-2016 AY
     ➢ Notified all recipients who will receive a scholarship that they must attend the Honors Day Program in recognition of our graduating seniors to be recognized and receive their award letter.

   ❖ NPHC (National Pan-Hellenic Council)
Attended in an advisory role to help facilitate a new direction for the group. We are trying to make them a more unified Greek council and increase their programming presence on campus.

- Website
  - Requested access for Megan, so she could help with the website edits
  - Loaded a new course book for summer and fall 2015

- Mortar Board co-advisor
  - Made sure everything was setup for flower sales for graduation
  - Helped current members schedule meetings to inform new initiates of their selection for Mortar Board.

Bowers introduced Megan Geyer, a program advisor from the Office of Student Engagement and Experiential Learning, who is currently working with the Honors Program. She will be helping with outreach to students, assessment and data gathering. Geyer said she is already getting a lot of feedback from e-mails and phone calls she has made to prospective students. Cisneros noted she is a survey expert and will be able to help with the creation of various surveys for assessment. Bowers said in the few weeks she has been working with Honors she has been tremendous. The rest of the staff can’t keep up—give her an assignment and it is done.

V. Additional Reports & Updates

A. Student Representatives

Students made the following reports:

Denius noted that a meeting was never held with the student subcommittee to do a Taft Update. Barnett suggested having a meeting of scholarship recipients so each will know exactly what their responsibilities are concerning participation.

Young said she attended the Peer Mentor Summit. She thought it was very successful and she had a chance to network with students and staff from NIU and local community colleges. Denius agreed though she noted it would have been nice to have more students there. Bowers added that Keith Bartholomew, the Honors Outstanding Alumni Award winner, was a great speaker. Bartholomew also spoke to students from the College of Visual and Performing Arts and the Department of Geography.

Kamholz announced the Social Impact Summit is Friday, April 10 in the Barsema Alumni and Visitor’s Center from 10 a.m. to 3 p.m. It is sponsored by CAUSE.
B. **Associate Vice Provost**
Klonoski gave an update of the new PLUS and Pathways courses. Ballantine asked if individual departments will be able to submit requests for courses to be developed for high-impact writing courses. Will there be funding available for development of courses? Klonoski said at this time there is no such funding available. Most of this will go through the Writing Center and working with faculty. Changnon asked if the Department of English or the University will be offering courses so students in majors that do not have a large faculty will be able to meet the requirements. Bowers would like to encourage Honors seminars to include the writing component. It would allow flexibility and allow students to fulfill two requirements with one course. Klonoski said input from faculty and other campus entities indicated that more writing is needed in courses.

Cisneros asked if there were particular pathways that colleges will have for their majors. Klonoski said he heard some talk to that affect but that issue is being left to each college and/or department.

Sharp asked who will be responsible for documenting engaged learning for Registration and Records. Klonoski responded that known service activities that meet the threshold will be identified and will grow. All reporting will be done through the Office of Student Engagement and Experiential Learning. Bowers said he has a problem with not having faculty involved in some of the reporting for engaged learning and study abroad. They are academic and should be overseen by a faculty committee and not an office. Going through an office can cause problems. Klonoski said he will voice that concern.

Bowers said he asked Klonoski to speak because this affects Honors transfer and new students. Everyone needs to know how this will fit into Honors.

VI. **Old Business**
A. **In-course contract language**
Bowers told the committee that, as requested, he looked at the in-course contract working in order to create a policy that is in alignment with other Honors course. This language is proposed for use starting in the fall semester of 2016. The numbered list of responsibilities and requirement is the important part of the contract. In order to stop students from bailing on the Honors portion, the Honors credit is now added before the semester starts. If a student does not want to do complete the Honors project it is their responsibility to drop or withdraw from the course.
Sharp said there is a need to stress that Honors work is not just on top of the other assignments but should be a substantial supplement to it. Shokrani asked how the in-course contract will differ from mini-sections. Bowers said there will not be a difference because a mini-section is different from the regular assignments as well. Sharp asked if the same language should be used as that used for mini-sections. Pohlman noted this could all be a hard sell for faculty doing mini-sections because there is already a lot of extra built into the system.

Bowers said he thinks the mini-sections are fine but staff will run data. Sharp said these changes make students not want to do in-course contracts that will meet the goal of wanting to cut the number of contracts completed.

Kamholz asked if the 30% of the course grade from completing an in-course contract will scare students from being in the Honors Program. Sharp said the emphasis needs to be on the difference of the work not that it is more work. Balcerzak said the committee needs to go back to the reason these changes were made: what is the number of contracts that did not get completed through each semester. That is what needs to be solved. Bowers said it is a large number. It is demoralizing for faculty. Better ways to do this need to be created, he concluded.

B. Great Professor Award—Review and Select
Following a brief discussion, Pohlman/Braun moved to present co-awards to Madelyn Anderson and Tim Pierce, both from the Department of Communication. The motion passed.

Because of differences in the nomination packets received, committee members suggested a list of selection criteria be created. This, along with suggestions of what should be included in the nomination packet, could then be sent to all department chairs.

C. Student Speaker for Honors Day
Bowers informed the committee that Nicole Ayres and Joshua Nixon, both students earning University Honors, have been chosen as student speakers at the Honors Day Recognition Ceremony.

VII. New Business
A. Honors Program Mission and Values statement
   This was tabled to a later meeting.
B. **Transfer credit for Lower Division Honors**
Bowers told the committee about an e-mail received from a father who thought his son had achieved Lower Division Honors (LDH) through transfer credit. Currently if a student does not complete all LDH requirements at NIU, no award is made. This particular student had done two LDH courses here and several at other schools. These were not counted for LDH credit only. Cisneros said the reason for this policy is because a student who transfer in without an associate’s degree cannot earn a bachelor’s degree here, and then go back to the community college to receive an associate’s degree. Ballantine said departments have residency policies for the number of hours to complete at NIU to earn a degree. Sharp said the Honors Program should set a similar policy so that a student can earn LDH with transfer credit.

C. **New Honors Committee reporting structure**
Bowers informed the committee it will now report to the newly formed Baccalaureate Curriculum Committee.

D. **The Luminary Faculty Advisor**
Lucas Krueger, the current faculty advisor, for *The Luminary*, the Honors Program’s online journal, is leaving NIU. A replacement is being sought. Bowers asked the committee to forward names to him of anyone thought to be a good person for the position.

E. **Honors Scholars—Review and Select**
The Honors Program received three applicants:
DC/KD move to approve all. Motion passed.

F. **Honors House Faculty Advisor**
Bowers said the Honors House is in need of a third faculty advisor. Since the two current advisors are male, in the interest of diversity, Bowers would like to have a female advisor.

VIII. **Adjournment**
Pohlman/Denius moved to adjourn. The motion passed. The next meeting will be held Friday, May 1 at 1:30 p.m. in Campus Life 110.