

Honors Program Committee
Minutes
Wednesday, August 17th, 2005

Members Present: Emily Dial-Driver, Lindsay Fields, Jim Ford (Director), Pam Fowler, Roy Gardner, Doug Grenier, Tonni Harrald, Quentin Taylor

Members Absent: Tom Carment, Michelle Taylor

Meeting called to order at 11:00. The Director presented an update on the status of the Honors Program. The first Honors Class (Class of 2010) consists of eighteen students. RSU is offering three honors general education courses this semester as well as the one required honors seminar. This semester's honors faculty consists of Emily Dial-Driver (Composition I), Jae-Ho Kim (General Cellular Biology), and David Tait (American History to 1877). Jim Ford is teaching the freshman honors seminar, and distributed a copy of the syllabus for discussion. Doug Grenier questioned how the curriculum for the course was determined, and suggested adding more science to the course. The committee agreed to discuss further the curriculum for the other three seminars at the next meeting. Quentin Taylor suggested keeping all honors course syllabi in a permanent file, which the Director will do.

The new brochure/application packet will be printed soon. The committee discussed possible revisions, particularly to the minimum ACT score and high school GPA. Quentin Taylor moved that the minimum ACT score be raised from 25 to 26; Emily Dial-Driver seconded; the motion passed unanimously. Lindsay Fields suggested several other changes, including clarifying that students must be "seeking a bachelor's degree" and setting the application deadline in February rather than March. Applications for the President's Leadership Class are due February 1st, while Early Enrollment Day is April 1st.

The committee discussed scheduling an Honors Day for interviewing applicants on campus. The Director emphasized that all members of the committee must attend. Honors Day will be a Saturday in February or early March, to be determined.

The committee discussed other issues to address this year, including enrichment activities for honors students and the possibility of a set grading scale for honors courses. Quentin Taylor requested a list of the honors students' names and majors be distributed to the committee (see below).

The committee did not schedule another meeting, but will meet again later this semester. The Director invited the committee to attend a cook-out for the Honors Program, to be held Monday August 22nd at 5 pm.

Meeting adjourned at approximately 11:45.

Honors Program Students with Projected Majors, Fall 2005

Addington, Warren	Comm.
Anderson, Amanda	Political Science (prelaw)
Barnett, Catherine	Biology
Coates, Melinda	Biology?
Davis, Allison	Biology (premed)
Doyle, Anna	Biology?
Dunston, Jana	Environmental Science
Ernst, Alysa	SBS
Fairchild, Kayce	Justice Admin.
Flatt, Garry	BIT
Harris, Jessica	Biology
Mitchell, Desiree	Liberal Arts
Mudgett, Megan	Biology
Pettijohn, Dena	Business Administration
Robison, Whitney	Business Administration
Street, Jill	Political Science
White, Jennifer	Biology
Woolever, Kaleb	Business

Majors as reported by the students; a question mark indicates the student expressed uncertainty.

Overall, by department:

AT 1

B 3

CFA 2

MS 8

SBS 4

Honors Program Committee
Minutes
Wednesday, February 1st, 2006

Members Present: Tom Carment, Emily Dial-Driver, Lindsay Fields, Jim Ford (Director), Pam Fowler, Roy Gardner, Tonni Harrald, Quentin Taylor, Michelle Taylor

Members Absent: Doug Grenier

Meeting called to order at 11:00. The Director discussed the upcoming Honors Day for interviewing applicants on campus. Honors Day will be Saturday, Feb. 18th from 9 am to 1 pm. Interviews and campus tours will be conducted in the morning, with a luncheon for students and their families at noon. This year select current Honors Program students will join the faculty and staff on the interview teams. The committee discussed the interview questions from last year (see attached); Quentin Taylor expressed doubts about the value of the "desert island" question, and Emily Dial-Driver emphasized the importance of the "challenging or offensive material" question. The committee agreed informally to follow the same procedure as last year. Pam Fowler noted that faculty and staff (as well as students) might know applicants; the Director will distribute a list of applicants before Honors Day, so that the committee members can identify any conflicts.

The Director presented an update on the status of the Honors Program. The first Honors Class (Class of 2010) consists of eighteen students. Honors students completed 285 hours with a 3.62 GPA in the fall semester; five students had perfect 4.0s, four students did not achieve 3.25. All students must have a 3.25 cumulative GPA by the beginning of Fall 2006 to remain in the program.

The Director presented the Spring 2006 Action Plan for the Honors Program, which is being evaluated by the administration. Committee members were invited to make any suggestions or comments on those goals, either in person or by email. The Director will complete a progress report at the end of the semester.

The first goal on that plan is to form an Honors Student Advisory Council. Initial elections were held last week. The Director introduced the committee to Jennifer White, who was elected President, and will attend future committee meetings; Whitney Robison, Mandy Anderson, Anna Doyle, and Jessica Harris were also elected to the council. New elections will be held each fall, with students electing three officers (for the entire program) and two representatives (for each class). The role and responsibilities of the council are still under discussion, and committee feedback is welcome. Tonni Harrald noted that it would be useful to have a short document detailing student feedback for the program at the end of the year, and that the council should facilitate that.

In other business, three enrichment activities are planned for the spring semester. Five honors general education courses and two honors seminars are scheduled for Fall 2006.

Quentin asked whether guidelines had been developed for faculty teaching honors general education courses; a draft will be distributed (by the Director) to the committee later this month. Quentin asked whether an exit survey of such faculty had been conducted in the fall; it was not. Quentin will develop a draft survey, and committee members should email him any suggestions or comments.

Tonni inquired about the financial status of the program, and noted the Sarkeys Foundation grant awarded this year. Lindsay Fields discussed the cost of the scholarships, and the varieties of financial aid included. The Director asked the committee to make a formal resolution about the advisability of on-campus housing for students in the program. After some discussion, Michelle Taylor moved that housing be mandatory for students in their first year of the program; Emily seconded, and the motion passed unanimously. Students in their first year of the Honors Program must live on campus; this will be emphasized during Honors Day.

The committee will meet again after Honors Day to evaluate the event, and to continue discussion of other ongoing issues.

Meeting adjourned at approximately 11:50.

Honors Program Students with Projected Majors, Fall 2005

Addington, Warren	Comm.
Anderson, Amanda	Political Science (prelaw)
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Davis, Allison	Biology (premed)
Doyle, Anna	Biology?
Dunston, Jana	Environmental Science
Ernst, Alysa	SBS
Fairchild, Kayce	Justice Admin.
Flatt, Garry	BIT
Harris, Jessica	Biology
Mitchell, Desiree	Liberal Arts
Mudgett, Megan	Biology
Pettijohn, Dena	Business Administration
Robison, Whitney	Business Administration
Street, Jill	Political Science
White, Jennifer	Biology
Woolever, Kaleb	Business

Majors as reported by the students; a question mark indicates the student expressed uncertainty.

Overall, by department:

AT 1

B 3

CFA 2

MS 8

SBS 4

Honors Program Committee
Minutes
Wednesday, March 22, 2006

Members Present: Tom Carment, Emily Dial-Driver, Lindsay Fields, Jim Ford (Director), Roy Gardner, Michelle Taylor

Guests Present: Joy Lin Husted, Jennifer White

Members Absent: Pam Fowler, Doug Grenier, Tonni Harrald, Quentin Taylor

Meeting called to order at 11:05. The Director reported several items. An administrative assistant has been hired for the Honors Program: Melissa Weaver will begin work on Monday. Two committee members were unable to attend the meeting (Pam had to teach a special session, while Quentin had car trouble).

I. Honors Day Feedback: The committee discussed Honors Day. Joy Lin recommended having a full schedule for each student to minimize down-time. She said that the recruiters would be happy to handle the details of the Honors Day, doing more of the event planning, public relations, etc. The committee discussed holding a full, structured program next year. Such a program might include a formal welcome, a campus tour, and multiple information sessions (on the Honors Program, financial aid, campus life, etc.), in addition to lunch and the scheduled interview. Other issues for next year include scheduling the Honors Day well in advance (on the University calendar) and securing a location (since Post Hall will not be available).

The committee also discussed whether applicants should write an essay (either as part of the application or during the Honors Day), but decided against an essay at this time. Emily reported that the interviews had gone well, and the Director agreed. In general, the day was a success. The list of incoming freshmen is attached; of the initial twenty students invited to the Honors Program, eighteen accepted and two declined. Two students from the waiting-list have been invited as well.

II. Guidelines for Honors General Education Courses: The Director distributed a draft of said guidelines, which the committee discussed. A revised version is attached; several committee members suggested changes in paragraph #2. Additional suggestions or revisions should be sent to the Director.

III. Other Business: The committee will meet next on Wednesday, April 19th, at 11 am, in the Honors Program Lounge. The agenda for that meeting will include the proposed exit survey (for faculty teaching honors general education courses) and the mentoring program for Honors students.

Meeting adjourned at approximately 11:40.

Honors Program Committee
Minutes
Wednesday April 19th, 2006

Members Present- Emily Dial-Driver, Pam Fowler, Joy Lin Husted (for Lindsay Fields), Roy Gardner, Tom Carment, Jim Ford (director)
Guests Present- Melissa Weaver, Jennifer White
Members Absent- Doug Grenier, Tonni Harrald, Michelle Taylor, Quentin Taylor
Meeting called to order at 11:05 a.m.

- I. Final consideration of draft general education guidelines. Dr. Ford distributed copies of the guidelines. The Committee unanimously approved the revised guidelines.
- II. Honors offers- acceptance issues. Dr. Ford discussed problems with students accepting admission then later backing out. Possible solutions to this problem include admitting more people than expected to show, stalling the wait list, or having a longer waiting list. Potential problems with enrolling more than needed is there might be no back-outs. Potential size of wait list could included 8-10 students or however long of a wait list is needed. Possibility of sending out letter asking students if they wanted to be on the wait list was discussed. Overall, this was considered a good idea, however, one problem arose, many students would be willing to be put on the wait list, even when they are considering other schools and waiting to hear from them.
- III. Honors mentoring program- more experienced students would mentor the new students. Discussed the ratio of mentor to students. The idea was to have one-to-one ratio but other possibilities like mentors having more than one mentee were considered. Potential problems included that some students would not want to be mentors and maybe mentors should be selected on a volunteer basis. Discussed the definition of a mentor. Would it lean towards more academic or more personal? Consensus was to have a few volunteers mentor small groups of students.
- IV. Exit survey for faculty teaching general education courses- Quentin Taylor to e-mail draft to members.
- V. Other issues- new workshop date needs to be established due to the fact that the previous date was scheduled the weekend before finals.
- VI. Future considerations- Committee discussed scheduling, agreed that meetings should be called as needed. Committee endorsed the Director continuing to serve as Chair of the Committee. Honors Day for 2006-07 needs to be scheduled ASAP. There needs to be a procedure for introducing new classes to the honors program, such as Honors upper division courses. Meeting adjourned, 11:35 a.m.