UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
343rd Meeting
February 5, 2016
Approved

I. Welcome and Introduction of Committee Members

II. Approval of Agenda

III. Approval of Minutes from November 6, 2015

IV. Staff Reports
   A. Director
   B. Assistant Director of Academics and Advising
   C. Assistant Director of Programming and Communication
   D. Assistant to the Associate Vice Provost for University Honors
   E. The Luminary advisor

V. Additional Reports & Updates

VI. Old Business
   A. HCIR conference, February 27, 2016
   B. Personnel updates

VII. New Business
   A. Walk-on items

VIII. Adjourn

The next meeting is Friday, March 4, 2016
UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
343st Meeting
February 5, 2016
1:30-3:30 PM, CLB 110

Voting members present: Masih Shokrini (UCC/HHS), Bart Sharp (BUS), Christine Nguyen (EET), Rebecca Houze (VPA), Leila Porter (LAS), John Evar Strid (EDU), Scott Balcerzak (LAS), Mary Elaine Koren (HHS) Honors Students Amir Toghraee

Voting members absent: David Hedin (LAS),

Ex-officio present: Joel Stafstrom (Honors)

Ex-officio absent: Ed Klonoski (Vice Provost)

Others: Honors House Advisor Dave Ballantine,

I. Welcome and Introduction of Committee Members

II. Approval of Agenda
Stafstrom added that he would like to discuss Strategic Planning as well
Houze/Balcerzak moved to approve the agenda as presented. The motion passed.

III Approval of Minutes from December 4th, 2015
Balcerzak/House moved to approve the minutes as presented. The Motion passed

IV Staff Reports
A. Director
Stafstrom discussed a talk he had earlier with Sharp regarding the Honors Committee being more active, in Honors and programming and strategy.
Stafstrom presented the following report:

Update Items
1. Program Prioritization: wait and see!
2. Presidential Scholars Interview Day (Saturday, January 30)
3. Office Manager position
4. HCIR (Saturday, February 27)
   Stafstrom discussed timeline and reached out to committee for volunteers to attend the conference
5. Reviewing applications for Honors Scholarships, Honors Fellows, House Leaders, etc.
6. Goodwill Tour: Outreach to NIU colleges (deans, associate deans, senates) 
   Stafstrom has been meeting with Deans, Chairs from all colleges. He will 
   discuss how Honors can meet the curricular needs of students from all 
   colleges.
7. McKearn Fellows. Cohort IV applications were due 1/29; 16 applications; 
   preliminary assessment and interviews coming.
8. Website and communications 
   Stafstrom discussed web updates and that he attended a workshop on 
   social media.
9. Northern Fund and alumni outreach: departure of Sandra Yandle
10. Peer Mentor Summit (Saturday, April 2)
11. Honors Day (Sunday, April 17 5:00pm)
12. TED-x (April 23)

Director Activities since last meeting
1. “Team Motivation” HR workshop (12/8)
2. Honors Strategic Planning meeting (developed from President’s Leadership 
   Summit in August; 12/11)
3. Undergraduate graduation ceremonies (12/13)
4. Meet with Bobbie Cole (Housing); discuss possible additional Honors House 
   location
5. Meet with VP Birberick and Abby Lund; Honors positions and budget (12/17)
6. Abby Lund, further budget discussions (12/22)
7. Senior Associate Vice President of Human Resources candidate interviews 
   (1/14, 1/15, and 1/21)
8. TEDx planning meeting (8:30-10:00 pm, 1/20)
9. McKearn Fellows Program information session for prospective applicants 
   (1/21)
10. CVPA dean candidate interviews (1/22, 1/27/1/29, and 2/2)
11. Presidential Scholars Interview Day (7:30-4:30, Saturday 1/30)
12. Vice Provost directors meeting (2/1)
13. Website meeting with Holly Nichols and Jeannine East (2/2)

B. Assistant Director of Academics and Advising

The following report was submitted on behalf of Jes Cisneros:
   • Met with new and continuing students in the program
   • Worked with students coming in for NIU Spring orientation program
   • Finalized contracts for both sessions of Honors Taft Retreat 2016
   • Continued planning for spring 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 1-2 times a week for each type all semester long.
- Reviewed and noted/finalized every In-course Honors Contract for Spring 2016
- Reviewed and noted all Capstone Proposal submissions for Spring 2016
- Participated in NIU Orientation program overview meeting and followed-up with advising colleagues regarding how Honors will best adjust to new program format
- Started work on latest 2016 orientation re-vamp for Honors. Besides moving to a 2-day format, a major difference will be that we will have pre-arranged ‘packets’ for distribution to the students on-site. Following-up with advising Deans group from major colleges
- Met with students regarding HSA 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 the program policies and procedures
- Spent time reviewing Honors Program scholarship applications

C. Assistant Director of Programming and Communication

D. Assistant to the Associate Vice Provost for University Honors

The following was submitted on behalf of Jason Goode

- **McKearns Program**
  - Provided topics and information for the spring semester kick off meeting
  - One-on-one meetings with the McKearn Fellows
  - Worked with Brittany W. to setup a second McKearn informational meeting to recruit new fellows and updated the flyer
    - Joel Stafstrom and current fellows hosted the session
    - Thursday, January 21st from 5:00-6:00 p.m. in the Campus Life Building room 100
      - The application closed on January 29th
    - Updated the info session dates on the website for the info session
    - Collected and saved all applications for the 2016-2019 cohort
  - Answered all emails that came to the mckearn@niu.edu website
  - Coordinated disbursement of “McKearn Away” fund for the fellows who had applications approved
  - Generated a spring and summer schedule for the expected 2016-2019 cohort w/ Brittany

- **National Scholarships and Fellowships**
  - Worked with a student on the Truman and the Goldwater scholarships application although the student ultimately decided not to apply

- **HCIR Spring symposium**
- Created a webpage to host the information for the symposium that includes date, location, registration information, and online payment information

- Honors Website
  - Updated the text on the homepage and increased the font size
  - Added events to the university calendar to show up on our “Upcoming Events” page
  - Created the HE (Honors Engaged) page that explains what the requirements of HE
    - Updated the Honors engaged logo to make the text on the NIU huskie easier to read.
  - Updated the navigation to include links to the new Honors Engaged and the HCIR symposium pages
  - Luminary page updates to the exec board and staff members
  - Requested that the Honors Society and H.S.A. webpage be transferred over from the old site to the new site
    - Updated the Honors Scholarship
  - Submitted waiver and scholarship requests in December after verifying grades and scholarship requirements for continued eligibility
  - Worked with Ken B. to update the eight event requirement for recipients who work the open house events
  - Submitted the scholarship information to be included in the 16-17 academic year catalog
  - Subcommittee is currently reviewing the 2016-2017 applications
    - Updated interview materials
    - Prepared evaluation sheet prepopulated with student information
    - Saved copies of all application on the common drive

- Mortar Board co-advisor
  - Denise R. and I spoke in depth about initiating and executing the recruitment process for MB
  - Share bank statements with treasurer

- Honors Scholars
  - Updated the application packet (not published yet)

- NPHC (National PanHellenic Council)
  - Co-advisor with Dr. Gyant
    - Attended a meeting with SILD to help develop direction and goals for the council

- “There’s A Place for You @ NIU" Steering Committee Graduate Recruitment Task Force
  - The College of Education received a grant to help underrepresented populations of students with the transition into graduate school
  - Referred fifteen honors students
Students will be required to attend relevant programming, have a mentor who is currently enrolled in graduate school, attend a graduate class, receive test prep (GRE and etc.), and expectations of graduate students

Admitted Student Day

Worked with Lauren H. to ensure the UHP has a table at the Admitted Student Days on the following dates:

- Saturday, January 30th, 2016
- Monday, February 15th, 2016
- Monday, March 7th, 2016
- Including a makeup date of Monday March 21st, 2016 in the event of inclement weather

Special speaker requests

In coordination w/ Juanita W., we will have the following Honors presentations:

- Wednesday, February 17th from 4:00PM-4:15PM in the Lincoln Room of the HSC w/ Daley Colleges twenty-two guests who are transfer students
  - Scholarship recipient will host
- Friday, February 19th from 11:00AM-11:15AM w/ Mundelein High School and they will have forty-five guests in the tenth grade. ♦ Honors Fellow will host this info session

E. The Luminary advisor

Stafstrom stated luminary is really coming along. Maggie is major force. Stafstrom met with Liz Denius and Steve Uhren. Blog is up and link is added on website.

V. Reports & Updates

No additional reports were presented. Sharp asked if we can encourage student representatives to attend the meetings.

VI Old Business

C. HCIR conference, February 27, 2016

D. Personnel updates

a. Office Manager Position search is currently in progress
b. Jes Cisneros is on 4 day weeks. Off on Fridays
c. Steve Uhren is 25 hrs/week. Accepted to Physical Therapy Program
   i. Will try for Grad assistantship with Honors
d. Would like to hire 1 ½ time possible position
   i. Someone in house for events, photo communication.
   ii. ½ time database person, who could also help with advising
New Business

a. Strategic Planning

Stafstrom and Sharp discussed retaining/expanding resources. What will we look like in 5 years – what resources are needed. Committee can play an active role. Balcerzak asked why are students doing Honors? Sharp stated we want students who will be active in the program. Shokrani stated that along with raising GPA standards, students will produce greater product. Ex. Greater research presentations and will be distinguished from those with no-honors.

What is the size of the program? What is the selection process? Who do we invite to join? What kind of experience are we offering? Where will we be in five years.

Nguyen added that different colleges have different views on what should be Honors eligible.

Koren stated that we should have students work for a goal that will link items together Ex. Engineering program.

Houze stated that she thinks Honors should have coherent curriculum pathways. Stafstrom responded with Core Courses and stated that would only be relevant for Lower Division Honors.

Koren stated that we should start grooming freshman/sophomores for capstone research.

Ballantine stated that we should have students start research capstone earlier. And that faculty should be aware of what we expect out of our students. He also noted that we should be select faculty carefully. We want faculty that want to teach to teach, not teach to get paid.

The committee then discussed the Spring 2016 enrollment numbers:

Based on the data in the following table, (which is produced semi-annually) several questions we asked.

- Do all qualified students have access to joining Honors?
- What is the appropriate size of the program? Can such a program be sustained?
- Are our standards for admission and retention appropriate?
- Should factors other than GPA be weighed more heavily?
Sharp suggested a more interactive selection process. Koren believes we should concentrate on quality of students, not quantity.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LDH</td>
<td>540</td>
<td>560</td>
<td>462</td>
<td>398</td>
<td>417</td>
<td>347</td>
<td>392</td>
<td>N/A</td>
<td>N/A</td>
<td>502</td>
<td>571</td>
<td>654</td>
</tr>
<tr>
<td>UDH</td>
<td>475</td>
<td>427</td>
<td>421</td>
<td>390</td>
<td>393</td>
<td>371</td>
<td>430</td>
<td>N/A</td>
<td>N/A</td>
<td>476</td>
<td>465</td>
<td>406</td>
</tr>
<tr>
<td>Total</td>
<td>1015</td>
<td>987</td>
<td>883</td>
<td>788</td>
<td>810</td>
<td>718</td>
<td>822</td>
<td>978</td>
<td>1036</td>
<td>1060</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ENROLLMENT BY PART OF PROGRAM**

<table>
<thead>
<tr>
<th>Year</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADV</td>
<td>33</td>
</tr>
<tr>
<td>BUSE</td>
<td>117</td>
</tr>
<tr>
<td>EDUC</td>
<td>36</td>
</tr>
<tr>
<td>CEET</td>
<td>78</td>
</tr>
<tr>
<td>HHS</td>
<td>120</td>
</tr>
<tr>
<td>LAS</td>
<td>236</td>
</tr>
<tr>
<td>VPA</td>
<td>34</td>
</tr>
<tr>
<td>Total</td>
<td>654</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADV</td>
<td>0</td>
</tr>
<tr>
<td>BUSE</td>
<td>47</td>
</tr>
<tr>
<td>EDUC</td>
<td>25</td>
</tr>
<tr>
<td>CEET</td>
<td>58</td>
</tr>
<tr>
<td>HHS</td>
<td>87</td>
</tr>
<tr>
<td>LAS</td>
<td>168</td>
</tr>
<tr>
<td>VPA</td>
<td>21</td>
</tr>
<tr>
<td>Total</td>
<td>406</td>
</tr>
</tbody>
</table>

**ENROLLMENT IN UPPER DIVISION HONORS BY MAJOR COLLEGE**

<table>
<thead>
<tr>
<th>Year</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADV</td>
<td>33</td>
</tr>
<tr>
<td>BUSE</td>
<td>117</td>
</tr>
<tr>
<td>EDUC</td>
<td>36</td>
</tr>
<tr>
<td>CEET</td>
<td>78</td>
</tr>
<tr>
<td>HHS</td>
<td>120</td>
</tr>
<tr>
<td>LAS</td>
<td>236</td>
</tr>
<tr>
<td>VPA</td>
<td>34</td>
</tr>
<tr>
<td>Total</td>
<td>654</td>
</tr>
</tbody>
</table>

**ENROLLMENT IN LOWER DIVISION HONORS BY MAJOR COLLEGE**

<table>
<thead>
<tr>
<th>Year</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADV</td>
<td>33</td>
</tr>
<tr>
<td>BUSE</td>
<td>117</td>
</tr>
<tr>
<td>EDUC</td>
<td>36</td>
</tr>
<tr>
<td>CEET</td>
<td>78</td>
</tr>
<tr>
<td>HHS</td>
<td>120</td>
</tr>
<tr>
<td>LAS</td>
<td>236</td>
</tr>
<tr>
<td>VPA</td>
<td>34</td>
</tr>
<tr>
<td>Total</td>
<td>654</td>
</tr>
</tbody>
</table>

**ENROLLMENT BY MAJOR COLLEGE**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ADV</td>
<td>0</td>
<td>19</td>
<td>25</td>
<td>18</td>
<td>28</td>
<td>25</td>
<td>29</td>
<td>N/A</td>
<td>18</td>
<td>10</td>
<td>15</td>
<td>33</td>
</tr>
<tr>
<td>BUSE</td>
<td>216</td>
<td>191</td>
<td>193</td>
<td>163</td>
<td>161</td>
<td>142</td>
<td>120</td>
<td>N/A</td>
<td>123</td>
<td>142</td>
<td>160</td>
<td>164</td>
</tr>
<tr>
<td>EDUC</td>
<td>86</td>
<td>87</td>
<td>58</td>
<td>54</td>
<td>52</td>
<td>39</td>
<td>50</td>
<td>N/A</td>
<td>62</td>
<td>54</td>
<td>64</td>
<td>61</td>
</tr>
<tr>
<td>CEET</td>
<td>44</td>
<td>34</td>
<td>32</td>
<td>27</td>
<td>28</td>
<td>22</td>
<td>33</td>
<td>N/A</td>
<td>78</td>
<td>101</td>
<td>130</td>
<td>136</td>
</tr>
<tr>
<td>HHS</td>
<td>106</td>
<td>132</td>
<td>119</td>
<td>102</td>
<td>106</td>
<td>113</td>
<td>189</td>
<td>N/A</td>
<td>213</td>
<td>245</td>
<td>226</td>
<td>207</td>
</tr>
<tr>
<td>LAS</td>
<td>477</td>
<td>447</td>
<td>392</td>
<td>376</td>
<td>385</td>
<td>333</td>
<td>347</td>
<td>N/A</td>
<td>385</td>
<td>377</td>
<td>386</td>
<td>404</td>
</tr>
<tr>
<td>VPA</td>
<td>85</td>
<td>77</td>
<td>64</td>
<td>48</td>
<td>50</td>
<td>44</td>
<td>47</td>
<td>N/A</td>
<td>57</td>
<td>49</td>
<td>55</td>
<td>55</td>
</tr>
<tr>
<td>Total</td>
<td>1014</td>
<td>987</td>
<td>883</td>
<td>788</td>
<td>810</td>
<td>718</td>
<td>815</td>
<td>0</td>
<td>936</td>
<td>978</td>
<td>1036</td>
<td>1060</td>
</tr>
</tbody>
</table>

**ENROLLMENT BY ETHNICITY**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian</td>
<td>47</td>
<td>40</td>
<td>37</td>
<td>31</td>
<td>37</td>
<td>37</td>
<td>38</td>
<td>N/A</td>
<td>N/A</td>
<td>69</td>
<td>76</td>
<td>105</td>
</tr>
<tr>
<td>Black</td>
<td>45</td>
<td>43</td>
<td>35</td>
<td>20</td>
<td>26</td>
<td>20</td>
<td>30</td>
<td>N/A</td>
<td>N/A</td>
<td>67</td>
<td>60</td>
<td>70</td>
</tr>
<tr>
<td>Caucasian</td>
<td>855</td>
<td>820</td>
<td>734</td>
<td>664</td>
<td>679</td>
<td>609</td>
<td>671</td>
<td>N/A</td>
<td>N/A</td>
<td>715</td>
<td>756</td>
<td>750</td>
</tr>
</tbody>
</table>
### Minority

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic</td>
<td>44</td>
<td>54</td>
<td>43</td>
<td>38</td>
<td>29</td>
<td>21</td>
<td>43</td>
<td>N/A</td>
<td>N/A</td>
<td>94</td>
<td>105</td>
<td>107</td>
</tr>
<tr>
<td>Mexican American</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Native American</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>11</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>None listed</td>
<td>11</td>
<td>7</td>
<td>27</td>
<td>19</td>
<td>20</td>
<td>17</td>
<td>24</td>
<td>N/A</td>
<td>N/A</td>
<td>17</td>
<td>21</td>
<td>9</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>3</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Other</td>
<td>12</td>
<td>9</td>
<td>7</td>
<td>16</td>
<td>19</td>
<td>14</td>
<td>16</td>
<td>N/A</td>
<td>N/A</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Minority</td>
<td>149</td>
<td>146</td>
<td>122</td>
<td>105</td>
<td>111</td>
<td>92</td>
<td>127</td>
<td>N/A</td>
<td>N/A</td>
<td>246</td>
<td>259</td>
<td>310</td>
</tr>
</tbody>
</table>

#### ENROLLMENT BY GENDER

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>644</td>
<td>631</td>
<td>572</td>
<td>510</td>
<td>514</td>
<td>444</td>
<td>N/A</td>
<td>571</td>
<td>588</td>
<td>620</td>
<td>623</td>
<td></td>
</tr>
<tr>
<td>Male</td>
<td>371</td>
<td>356</td>
<td>311</td>
<td>278</td>
<td>296</td>
<td>274</td>
<td>288</td>
<td>N/A</td>
<td>365</td>
<td>390</td>
<td>416</td>
<td>437</td>
</tr>
<tr>
<td>Total</td>
<td>1015</td>
<td>987</td>
<td>883</td>
<td>810</td>
<td>718</td>
<td>822</td>
<td>936</td>
<td>978</td>
<td>1036</td>
<td>1060</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Graduates Fall 2015

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>LDH</td>
<td>12</td>
</tr>
<tr>
<td>UDH</td>
<td>7</td>
</tr>
<tr>
<td>UH</td>
<td>10</td>
</tr>
<tr>
<td>Total</td>
<td>29</td>
</tr>
</tbody>
</table>

#### B. Walk-on items

#### VII Adjourn

Balcerzak/Evar Strid motion. The move passed

The next meeting is Friday, March 4, 2016