UNIVERSITY HONORS PROGRAM
Honors Committee Meeting
344th Meeting
March 4, 2016
Approved

Voting Members Present: Bart Sharp (BUS), Rebecca Houze (VPA), Scott Balcerzak (LAS), John Evar Strid (EDU), Leila Porter (LAS), Masih Shokrani (UCC/HHS), Sarah McHone-Chase (LIB) Honors Students Amir Toghraee, Jesse Laseman, John Stavropoulos

Voting Members Absent: Christine Nguyen (EET)

Ex-officio present: Joel Stafstrom (Honors)

Ex-officio asent: Ed Klonoski (Vice Provost)

Others: Honors House Advisor Dave Ballantine, The Luminary Advisor Elizabeth Denius, and Honors Staff Marcy Brown (Recording Clerk) and Jason Goode

I. Welcome and Introduction of Committee Members

II. Approval of Agenda
Houze/Balcerzak moved to approve agenda as presented. The motion passed.

III. Approval of Minutes from February 5, 2016
Evar Strid/Porter moved to approve the minutes as presented. The motion passed.

IV. Staff Reports
A. Director

Update Items

1. Presidential Scholars: 10 offers made; at least 7 have accepted; waiting list
2. Office Manager position: Marcy Brown hired!
   Stafstrom says Office Support Associate Position moving along
3. HCIR: It went well!
4. Interviews for 2016-17 Honors Fellows and House Leaders, and scholarship application review: nearly completed
5. Meetings with all college deans and senates (VPA, BUS and HHS done; meetings being schedules with CLAS, CEDU and CEET)
   Stafstrom presented the participation by college. Stafstrom and Evar Strid discussed Honors in the College of Education. Sharp asked what
percentage of Honors eligible in each college are participating? Toghraee stated it is important to talk to the Advising Center and all advisors at all colleges about Honors. Shokrani asked what the numbers for Honors students were at national levels? How do we let students know to join Honors?

6. McKearn Fellows interviews: completed
7. Website and communications: continual incremental improvements and updates. Denius wants to drive more people to The Luminary. Maybe put The Luminary on the Honors home page. Stavropoulos asked about opening The Luminary to all students. Not just Honors.

8. Peer Mentor Summit (Saturday, April 2)
9. Honors Day (Sunday, April 17 5:00pm)
10. TED-x (April 23)

Director Activities since last meeting

1. Institutional Aid Task Force (initial meeting, 2/6)
2. “No Shame Campaign”, Kiran Gill (2/9)
3. Met with College of Business senate (2/10)
4. Met with VPA dean and associate dean (2/10)
5. Study Abroad Fair (2/11)
6. Website improvement with Jeannine East (2/12)
7. OSEELE Graduate School Preparation, Honors presentation (Saturday 2/13)
8. HHS senate (2/15)
9. President’s Townhall meeting (2/15)
10. Met candidates for Dean of College of Business (2/15, 2/22, 2/24)
11. Met candidates for Dean of College of Education (2/16, 2/23, 2/26)
12. VPA senate (2/22)
13. Interviews for McKearn Fellows (2/22, 2/23, 2/24, 3/1)
15. McKearn Fellows meeting (2/26)
16. HCIR (Honors Council of the Illinois Region) annual student symposium at NIU (Saturday 2/27)
17. Vice Provost’s Directors meeting; Provost staff lunch; meet with Vice Provost (3/1)
18. IBC (Institutional Biosafety Committee) planning (3/2)

B. Assistant Director of Academics and Advising
   • Met with new and continuing students in the program.
   • Worked with students coming in for NIU spring orientation program.
   • Made sure we were staffed for Admitted Student Day(s).
- Attended and staffed table at First and Second Year Experience awards program.
- Attended Honors Council of the Illinois Region (HCIR) business meeting and spent time visiting with students and faculty over lunch.
- Attended meeting for NIU Summer Orientation planning and logistics.
- Participated in interviews and selection of new Honors Office Manager.
- Participated in interviews and selection of Honors Fellows and House Leaders.
- Commenced working on re-vamp of In-Course Honors Contract paperwork and procedures.
- Commenced working on Honors – Community College pipeline concerns / issues.
- Commenced working on revitalizing University Honors – Dept. / College Honors partnership(s).
- Continued 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.
- Met with students regarding HAS, NIU Veterans Association, and NIU Quiz Bowl 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.
- Spent time reviewing Honors Program scholarship applications.

C. Assistant Director of Programming and Communication
D. Assistant to the Associate Vice Provost for University Honors

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E. The Luminary advisor

V. Additional Reports & Updates
   Great Professor Award. Sharp stated that there are some good candidates to choose from. Deadline for submission is March 31, 2016

VI. Old Business
   A. Honors Strategic Planning
   B. FY17 Budget planning
      Strategic Planning... Sharp is scheduling the first meeting. What do we want to be in 5-10-15 years? Maybe a standing sub committee
   C. Personnel updates
      Anne Birberick is heading the search for the Director of University Honors. Bart Sharp is chairing. The Honors Committee will be playing a huge roll in the search. Search will start after Spring break. Will be an internal search. New Director will start July 1, 2016

VII. New Business
   A. FY17 Budget Planning
      Reduce non personal by 10% or $11,500
   B. Study abroad in Montreal
      Joel will contact Melissa Adams Campbell regarding promoting Montreal.
   C. Walk-on items: Alumni Award for next year...Sharp suggested we get a list from the Alumni center and start having Honors Students research Alumni.

VIII. Adjourn
      Balcerzak/Laseman motioned. Motion passed.

The next meeting is Friday, April 1, 2016