University Honors Program
Honors Committee – Agenda

10/7/2016 @ 1:30p – 3:30p
Campus Life Building 110
347th Meeting
Approved

Voting Members Present: Sarah McHone-Chase (LIB), Richard Siegesmund (VPA), John Evar Strid (EDU), Scott Balcerzak (LAS), Mary Elaine Koren (HHS), Emily McKee (LAS), Amanda Ferguson (BUS), Charles Duval (Student), Justyna Jaworski (Student) Nick Pohlman (EET) by phone.

Voting Members Absent: Bart Sharp (BUS), Clarissa Hinshaw (Student), I Younan An (Student), Rachel Shapland (Student), Angelica Rosinski (Student)

Ex-officio present: Todd Gilson (Honors)

Ex-officio absent: Ed Klonoski (Vice Provost)

Others: Honors Staff Jason Goode and Marcy Brown (Recording Clerk)

I. Election of the Committee’s Temporary Faculty Chair (Bart absent)
Balcerzak Nominated John Evar Strid, McHone-Chase second. Motion approved

II. Approval of Agenda
McKee/Koren moved to approve agenda as presented. The motion passed

III. Approval of Minutes from September 2, 2016
Balcerzak/Siegesmund moved to approve agenda as presented. The motion passed

IV. Staff Reports
   a. Director – Todd
      Enrollment numbers
      • See numbers presented at meeting (collected on the 1st of every month)
      Course offerings – upper division seminars for spring 2017
      • KNPE 393 Social Aspects of Sport
      • STAT 350 Introduction to Probability and Statistics
      • POLS 377 Revolt, Revolution & Genocide
      • POLS 494 Senior Seminar: The Ambition to Rule: Tyrants and Statesmen
      • ARTH 485 The Ancient World in Cinema: Greece and Rome
      • EPFE 440 Education for Social Justice
      • MKTG 490 Marketing Metrics: Means to Improve Business
b. Assistant Director – Jes

- Spent time meeting with many new and continuing students in the program.
- Finished training all Honors Fellows in advising.
- 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 or twice a week for each type all semester long.
- Participated in honors recruiting event at College of DuPage.
- Participated in NIU Study Abroad Fair
- Participated in the processing and finalization of Honors Capstone proposals for fall.
- Approved final In-Course Contracts for fall.
- Worked on some edits for University Honors documents and website.
- Spent time working with Office of Admissions in planning for University Honors presence at October 10 NIU Open House.
- Spent time planning for participation in First Generation College Student Check-in

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c. Assistant to the Associate Vice Provost for University Honors – Jason

- National Scholarships and Fellowships
  - Marshall
    - Weekly meetings with Megan and Rebecca to discuss application strategy, review application materials, and make sure the application was submitted by October 3rd deadline.
    - Ensured that each candidate received an institutional endorsement from the Lisa F., Executive Vice President and Provost, which includes a letter of endorsement.
  - Rhodes
    - Weekly meetings with Rebecca to discuss the rules for the application that require no one must read or edit her application.
    - Helped candidate get a letter of institutional endorsement to accompany the scholarship application.
  - Gates
    - Talked with Rebecca about completing this application once the Marshall and Rhodes application processes are done.
- Connected applicants with Anna Q. to talk about her experience applying for the scholarship, which was helpful for the students.
- McKearn Program
- One-on-one meetings
- Monthly team meetings
- Updated the website (niu.edu/mckearn) with the new McKearn research video
- Honors Website
- Ongoing update process, but I have made small changes to multiple pages on the site
- Honors Scholarship
- Dates will be Nov 15 through January due to the implementation of AcademicWorks.
- Mortar Board co-advisor
- Scan monthly bank statements for the treasurer
- Family Feud Host
- Honors UNIV 101

d. Assistant Director of Programming and Communication – vacant

V. Strategic Planning Subcommittee Update
McHone-Chase stated that there is no update on this.

VI. Old Business
a. Honors Faculty Status
   Dr. Gilson found a proposal and is working on it as a concept. (See proposal attached at end of document)
   Questions regarding the proposal:
   Provisional Honors Faculty Status:
   - McHone-Chase: Why two years employment? Balcerzak: Verifies two years before provisional
   - McKee: Can you do In Course Contract if not provisional? Does North Carolina have provisional? Gilson: Yes NC has provisional
   - McKee: Can we add something for those coming to NIU that have already taught Honors courses?
   - Koren: If we hired an experienced professor, would they be in Honors right away?
   - McKee: Is there exceptions or an alternate route: Gilson: Put in policy that Honors can alter at discretion.
   - Koren: Does this diminish the true meaning of Honors Faculty?
   - Evar Strid: What makes two years employment a good barrier?
   - McHone-Chase: I agree with showing a commitment,
   - Balcerzak: The two years would help new people learn the day to day routines before becoming Honors faculty.
   - Gilson: Would attendance at Seminar training still be relevant?
   - Pohlman: Training Mechanism (Seminar) in a quick session would be good
   - McHone-Chase: How often would the seminar be offered? Gilson: Once a semester.
   - Ferguson: A seminar would be useful to help signal everyone thinking the same. You could meet other people that are teaching Honors. “orientation” type
Full Honors Faculty Status
- Balcerzak: English does not have a lot of courses, so this would be tricky
- Siegesmund: Would they need ICC and Capstone experience?
- Balcerzak: Should we add Study Abroad to the options?
- McHone-Chase: Could you fulfill some requirements without teaching?
- Gilson: I will make changes and bring back to table in November.

b. UHHS 399 – Honors Seminar (online)
   i. HHS to take recommended guidelines (synchronous delivery face-to-face instructional component) to College Senate

VII. New Business
   a. Capstone innovation – Discussions with Jerry Blazey, I-Lab, etc.
      i. MGMT 481 / CEET 481 – spring 2018 partnership for capstone option
         Gilson states that this would allow students more choices. Some might be able to do more practical capstones instead of papers. Or do as a mini section. Speakers can come and listen to students innovative ideas.
         Pohlman: Engineer Design already does this type of capstone. Jaworski stated she thought it would be different and a positive interest. Koran stated that it could work outside business. Maybe work in Nursing. Evar Strid agreed that different fields need different types of capstones. McKee stated that applied anthropology would be interested.

VIII. Adjournment
      McHone-Chase/Balcerzak motioned to adjourn. Motion passed.
Honors Faculty Status Proposal

The following is a proposed framework for recognizing various designations of “Honors Faculty” in the pursuit of three primary goals:

1. Taking reasonable steps towards confirming that all faculty involved with Honors education at NIU (through teaching standalone courses, teaching mini-sections, overseeing in-course contracts, overseeing capstone projects, etc.) are of the highest caliber.
2. Offering recognition, affirmation, and encouragement to those faculty members who have persistently offered good and faithful service to the Honors program, whether through classroom teaching, service on the faculty Honors Committee, or other avenues.
3. Encouraging the formation of a cohesive, interdisciplinary corps of outstanding educators with a shared identity focused on continuing to improve the Honors experience at NIU.

Once fully implemented, those faculty members who have sought and received Honors Faculty status will represent the population of faculty who are eligible to teach Honors courses, mini-sections, and seminars, and to oversee capstone projects and in-course contracts. Exceptions to this requirement, which may be necessary due to resource constraints and the availability of qualified faculty, would be made at the discretion of the University Honors Program. Over time we would strongly encourage the various colleges to incorporate Honors Faculty status as a meaningful criterion in retention, tenure, and promotion decisions.

Faculty members will be responsible for applying to receive Provisional Honors Faculty status, and supplying the necessary documentation to receive a “promotion” in status, using forms and procedures to be developed. A triennial (i.e., once every three years) review of all Honors Faculty will be conducted to ensure that all those with status are continuing to meet the requirements, while confirmation of qualifications for faculty who have applied for status will occur on an ongoing basis. These reviews will be conducted by a working group consisting of at least three University Honors Committee members who will review current and prospective Honors Faculty with respect to the criteria below and determine if they qualify to gain or retain the status.

Two distinct designations are proposed:

Provisional Honors Faculty Status*

This initial designation is available to offer a path for new faculty members, or those newly interested in contributing to the Honors program, to join the ranks of the Honors Faculty. The requirements for Provisional Honors Faculty status would be:

- At least two (2) years of employment at Northern Illinois University at 0.5 FTE or greater
- Attendance at a faculty seminar, to be developed by the Honors Program, which explains both the bureaucratic elements of the various Honors offerings as well as the underlying pedagogical foundation of the Honors educational process.
- A written statement of interest in becoming involved with the University Honors Program and personal statement of their pedagogical philosophy or initiatives will enhance the mission of the University Honors Program.
- A letter of support from the department chair/director affirming the qualifications of the candidate and their availability for Honors teaching/service
At the conclusion of the initial three-year appointment to Provision Honors Faculty Status, faculty will be automatically evaluated for “promotion” to Full Honors Faculty Status.

**Full Honors Faculty Status**

This designation is intended for those faculty members who have demonstrated a sustained, high quality involvement in the Honors program. The requirements for Full Honors Faculty status are to complete two (2) or more of the following every three-year period**:

- Teach one (1) or more lower-division Honors seminars with an average course evaluation score $\geq 4/5$ regarding overall effectiveness
- Teach one (1) or more upper-division Honors seminars with an average course evaluation score $\geq 4/5$ regarding overall effectiveness
- Teach two (2) or more Honors mini-sections with an average course evaluation (from Honors students) $\geq 4/5$ regarding overall effectiveness
- Oversight of two (2) or more Honors in-course contracts
- Oversight of two (2) or more Honors capstone projects
- Service on the University Honors Committee
- Participation in three (3) or more co-curricular or extra-curricular activities devised by the Honors Program or Honors House
- Development of a new Honors course (defined as successful navigation through the curriculum process)

**Should a faculty not meet the criteria for appointment as Full Honors Faculty Status, the individual can reapply for Provision Honors Faculty Status after a one-year period.**

By implementing Honors faculty status, the University Honors Program and the Honors Committee seek to implement best practices by energizing faculty to become more involved in Honors, develop a list of dynamic teachers to deliver Honors content, and enhance student recruitment and retention in the Honors Program (Peters, 2009). We encourage feedback from various constituents on campus to help in the development and implementation of this Honors Faculty Status Proposal as a way to enhance the education experience Northern Illinois University provides.
References