

UFOC meeting
Trinkle Education Suite
November 16, 2011
Meeting Minutes

1. The UFOC committee members agreed that our business this cycle was minimal and we would be able to conduct business online. All members participated in discussion and voting.
2. Minutes from our October 21st meeting were edited and approved
3. The UFC FOC motion on preferential voting was passed by the College of Business, the College of Arts and Sciences, COE is meeting Dec 2nd and will vote on this motion at that time.
4. George Meadows created faculty handbook language for the formation of the Honors Program Review Committee. The draft was approved by the committee and is attached to these minutes.
5. Janet agreed to represent the UFOC at the University Academic Resources Advisory Committee meeting on Friday November 18th. The purpose of this meeting is to begin discussions on ways to streamline committee charges and simplify our current governance system. Janet will give us a report at our next meeting.
6. Our next meeting will be Wednesday January 25th at 4pm. We have not determined if we will meet online or in person.

Handbook entry:

Honors Program Advisory Committee The committee, will include five faculty members appointed by the University Faculty Organization Committee with the condition that the five represent a balanced range of disciplines and each is active in the program or work of the committee. In addition to the five members, the Director of the Honors Program will serve as Committee Chair. Appointed members serve staggered 3-year terms beginning the fall semester after appointment. The committee's duties are to:

- .1 Study and recommend to the University Faculty Council procedures and criteria for approval, deletion, and alteration of course offerings meeting the Honors Program requirement;
- .2 Review and approve or reject proposals from the various departments for courses to be designated as Honors courses;
- .3 Approve exceptions to the curriculum including the contract-based honors courses;
- .4 Develop and maintain a list of approved co-curricular and service opportunities for students participating in the Honors program;
- .5 Review at its discretion the frequency of offering and general relevance of courses so designated and make recommendations for changes as appropriate; and
- .6 Make information available regarding the procedures and deadlines for proposing courses to the Honors Program committee.