

Honors Program Committee Meeting Minutes

Meeting – Friday October 14, 2016 – 1 pm – Honors Program - duPont 210

Present – Maria Laura Bocaz (CAS), Janie Lee (CAS), Jennifer Polack (CAS) *ex officio* - Jeanne Campbell (CAS), Kelli Slunt (CAS).

Absent - Daniel Hirshberg (CAS) and John Broome (COE). Daniel sent comments on the business by email prior to the meeting.

Approval of minutes from September 16th and the electronic action item reports from September 21st and October 6th – unanimously approved

New Business

- 1) The committee considered an appeal from a student for re-instatement to the Honors Program.

Action – the committee decided to reinstate the student to track B on probation. Due to withdrawal from a semester, the student is behind on the honors program requirements. The letter from the Honors Program reinstating the student will outline that the student will be required to complete all of the requirements and that the student should seek academic advising to address the potential impact on GPA, requirements towards graduation, and plan to complete major requirements, general education, and honors program requirements with 15-18 credit semesters until graduation.

- 2) The committee discussed applications to the honors program after matriculation and how to consider transfer student applications. The committee has decided that we want to accept highly qualified transfer students to the honors program and this could be used as a recruitment tool for UMW. The committee also discussed concerns that the transfer students need to complete the majority of the honors requirements at UMW in order to build cohort relationships within the UMW Honors Program.

The committee decided on the following requirements for transferring into the UMW Honors Program:

- must have been in the honors program at previous institution or completed a minimum of three credits of honors coursework at the previous institution
- must have at least a 3.2 GPA from a four-year college or at least a 3.5 GPA from community college
- cannot have completed more than 60 credits of transfer coursework

- up to six credits of HN transfer coursework could be evaluated by the Honors Program committee for fulfilling the UMW HN Program requirement of HN designated course – courses that have been approved previously meet or are similar to the requirements of the honors program at UMW (approval will require a syllabus and sample coursework). Kelli will develop a transfer course credit form.
- a strong applicant will be one who has evidence of past service or strong leadership associated with their transfer institution

The committee would like to recommend that UMW Admissions adds an additional essay (the same essay as in our application with an additional paragraph about evidence of past service and strong leadership). The committee would like to have admissions review the cases and to offer students admission to UMW and to track B of the Honors Program. The committee feels that this could be a recruitment tool for attracting highly qualified students to UMW. Kelli will contact Melissa and Sarah in admissions to see if this would be a possible plan for accepting transfer students.

For students not accepted by the Office of Admissions, the Honors Program will consider applications in February 2017 (the only time that applications will now be accepted) and will be consider applications from students who have completed one or two semesters at UMW and have a completed a total of fewer than 60 credits towards graduation. It is highly recommended that the candidates have completed one or two HN courses at UMW prior to application. In addition, strong candidates will exhibit evidence of service or leadership.

Kelli will revise documents for applications and send those to the committee for review. Jeanne and Kelli will start to work on messaging students about the application deadlines and policies.

Other Business

Request by a student to apply to honors program – in his second semester at UMW – transferred from community college. Based on the above discussion about applications, the student can apply in February. In Kelli's response to the student about the request, the student will need to have at least one HN designated course at UMW, ideally two HN, and some evidence of service or leadership.

The meeting ended at 2:08 pm.

Respectfully submitted,

Kelli Slunt

Director of Honors Program, Chair and Secretary of the Honors Program Committee