

Honors Program Committee

Meeting – Thursday August 23, 2018 – 3 pm – Honors Program duPont 210

Present – Jennifer Barry (CAS), Maria Laura Bocaz (CAS), Donghyun Lee (CAS), Jessica Zeitz (CAS), *ex officio* – Mara Scanlon (CAS), and Kelli Slunt (CAS). Janie Lee (CAS) joined us via Skype.

- 1) All committee members introduced themselves. We discussed the changes to the Honors Program staff; Mara as an assistant director and the Office Manager and Honors Program Coordinator position has been filled and Amanda Ronay will begin in that position on September 10th.
- 2) The committee discussed the program duties and role with the new members of the committee. We discussed the leadership of the committee and the committee decided to continue with Kelli serving as chair/secretary.
- 3) The committee also discussed continuing the process of electronic meetings and decided that a lot of the committee business can be conducted via email, especially the time sensitive items that occasionally arise. A deadline for response to electronic business will be set; either 48 hours or one week, depending on the issue. If the entire committee concurs on the matter, the motion will be reported in an action item to the UFC. If consensus cannot be reached electronically, the matter will be tabled and discussed at the next in person meeting.

One upcoming electronic business matter is the capstone proposals. Each honors student in their final year must propose a capstone research or creative project using a form on myUMW. Kelli will assign each proposal for review to two member of the committee. If both approve the proposal then the capstone proposal will be formally approved. If one denies and one approves, the proposal will be sent to the whole committee for consideration. If that is approved by the majority it will be formally approved. If the proposal is denied by the two individuals, the feedback will be provided to the student and the student will be asked to resubmit the proposal. Once the proposal is resubmitted, the entire committee will consider the proposal.

- 4) Kelli reported to the committee on the incoming first year class of students and the City as Text Honors Orientation events. We also discussed ways to enhance the honors program offerings:
 - Honors workshops or visits to departments for information about honors designated courses
 - Designating Honors Affiliated Faculty and posting them on the website
 - Honors program workshop

- Increased presence on social media
- Kelli will propose a HONR 201 project in which students can work on a project to develop materials, videos to promote the honors program.
- Invite Lisa Bowling to an Honors Program Meeting to brainstorm ways to market the program.

5) Committee Calendar for 2018-19 Academic Year

Tuesdays at 4 pm – Sept 18, Oct 9, and Nov 13

Meeting adjourned at 4:09 pm