

Honors Program Committee Meeting Minutes  
Tuesday, August 25, 2020.  
4:00 pm, via Zoom

Present: Jessica Self (CAS), Mindy Erchull (CAS), Leanna Giancarlo (CAS), Ping Yin (CAS), Nora Kim (CAS). *Ex officio*: Mara Scanlon (CAS, Assistant Director of the Honors Program), Kelli Slunt (CAS, Director of the Honors Program)

1) Introduction of the committee members

- a. Kelli Slunt gave an overview of the responsibilities of the committee

2) Election of officers for the fall 2020 semester

- a. Leanna Giancarlo nominated to be committee chair; the nomination was approved
- b. Nora Kim nominated to be committee secretary; the nomination was approved
- c. Kelli Slunt will notify the Provost's office and the UFC of the election result

4) Overview of Canvas Workspace and Capstone proposal approval

- a. Kelli Slunt explained the Capstone proposal approval process; the deadline for the capstone project proposal is Friday 28<sup>th</sup>. Two reviewers will be assigned to each proposal and a proposal needs to be approved by both reviewers. When reviewers do not agree on a proposal, a third reviewer will be assigned.
- a. Approval needs to be done as soon as possible
- b. no pending HN course proposal as of now
- c. expecting some HN course credit reviews for a recently admitted transfer student
- d. no appeals pending from last semester

5) Update on the Program - Kelli and Mara

- a. admitted 111 HN students, well above the recommended 10% of the entire student body; admission will cut down on HN offers
- b. graduated largest group of HN student in May 2020; in the process of delivering stoles to students
- c. HN office moved to Lee Hall and will remain closed to students throughout the fall semester due to the space limitation in keeping social distancing
- d. External Advising Board: Kelli and Mara had a meeting the External Advising Board and reported the Board had committed to help with fund raising, especially for undergraduate research fund.
- e. Honors Orientation: the orientation program City as Text was canceled but students engaged through Padlet; Kelli will share the Padlet site with VCHC (Virginia College Honors Council)
- f. Programs to be offered: Safe Zone Training program (by Mindy), professionalism in remote context (by Center for Career and Professional Development), weekly mediation (by Mara), and drop-in appointments

6) Future meeting dates?

- a. Leanna, in consultation with Kelli and Mara, will decide and call for a meeting if and when meeting is needed

7) Other business?

Meeting adjourned at 4:35 PM.