

Honors Program Committee
April-May Minutes/Reports
University of Mary Washington
Academic Year Fall 2021 – Spring 2022

Synchronous Zoom Meeting Minutes

April 15, 2022

2:15 PM

Present:

New Members

Prashant Chandrasekar (CAS)

Jason James (CAS)

Voting Members

Mindy Erchull, Chair (CAS)

Leanna Giancarlo (CAS)

Nora Kim (CAS)

Robert Wells, Secretary (CAS)

Ping Yin (CAS)

Ex officio

Mara Scanlon, Honors Program Fellow (CAS)

Kelli Slunt, Honors Program Director (CAS)

The committee met via Zoom to discuss the following items.

1. **Revised capstone review/revision system:** The committee discussed recent revisions to the capstone project proposal review/revision system. Positives of the new system include having more recommendation options for a proposal (major revisions, minor revisions, approval with feedback, or blanket approval) and ease of providing feedback. Areas of concern included delegation of minor revision re-reviews to staff (is this an unfair burden for staff?) and difficulty drawing the line between major and minor revisions.

Possible solutions to the latter included a rubric similar to what we use for the Track B application OR data collection about what sorts of issues are getting flagged for major/minor revisions. Regarding staff workload, while this was not overwhelming this semester since applications for fall capstones are usually light, there were concerns about the proposals for Spring 2023 capstones. One suggested solution was to keep the four new review categories, but allow

students to address minor revisions via a letter/e-mail clarifying things or supplying what is missing. Only major revisions would require resubmission of the entire proposal. It was recommended that the new committee chair revisit how to handle proposal revisions/re-revisions for the “big group” of proposals in the fall.

Finally, there was support for the new question on the proposal asking if the advisor knows about the proposal, and the committee discussed the importance of enforcing/making students aware of this requirement. (In the past, some faculty have been unaware their student was completing a capstone.)

2. **New officers (2022-23):** Nora Kim (CAS) agreed to be committee chair and Prashant Chandrasekar (CAS) volunteered to be committee secretary for 2022-23.

Meeting adjourned at 2:43 PM

E-mail Discussion Report/Minutes April-May 2022

1. **Report—Capstone Project Proposal Reviews:** The committee reviewed 14 capstone project proposals for Fall 2022 and approved all 14.
2. **Report—Honors GPA Requirement Exception:** A graduating student reached out because their overall GPA falls 0.03 below the 3.2 GPA threshold for University Honors, which the student said was largely due to difficult personal circumstances. The student requested a GPA exception for their special case so they could still graduate with University Honors. The committee voted by e-mail, and the student was granted an exemption of the GPA requirement by a majority vote.