

Meeting w/ Chair, Secretary, and Program Director

MINUTES

9/4/08

12:00 PM

HONORS SUITE, SOLMS 101

MEETING CALLED BY	David Lake
TYPE OF MEETING	Meeting w/ Honors Advisory Committee Chair, Honors Advisory Committee Secretary, and Honors Program Director
FACILITATOR	Jonathan Roberts
NOTE TAKER	Kristin Stout
TIMEKEEPER	Jonathan Roberts
ATTENDEES	David Lake, Jonathan Roberts, Kristin Stout

Agenda topics

WEBSITE

JONATHAN ROBERTS

DISCUSSION	The Honors website is undergoing some changes to make it look similar to other AASU sites.	
CONCLUSIONS	The site needs to be evaluated on usability issues and effectiveness at marketing and recruiting for the program.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look over usability aspects of the site, and provide usability feedback.	David Lake, Kristin Stout	ASAP
Provide ideas and feedback regarding current and potential marketing and recruitment aspects of the site (i.e. providing an application link directly on the main page in an effort to attract more applicants).	David Lake, Kristin Stout	ASAP

BYLAWS

DAVID LAKE/JOHNATHAN ROBERTS

DISCUSSION	The committee must report to the Faculty Senate regarding revision and approval of the committee's bylaws.	
CONCLUSIONS	Bylaws were recently revised in Spring 2008 as part of the creation of the Faculty Senate and the restructuring of the committees.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Report back to the Faculty Senate regarding the committee's approval of the bylaws.	David Lake	9/8/08

RECRUITMENT IDEAS

JOHNATHAN ROBERTS/DAVID LAKE

DISCUSSION	Reworking the focus of the recruitment luncheon was discussed.
	Faculty of Honors courses was discussed.
	The Honors scholarship could be a great recruitment tool for faculty.
	Discussed further recruitment opportunities during Campus Preview Days on 11/8, 2/21, and 4/4.
CONCLUSIONS	Future recruitment luncheons should focus on students with an SAT score of 1100 or above who have already applied to AASU.
	A focus on getting informative and entertaining faculty to teach Honors courses could draw students to the program.
	The Honors scholarship needs to be promoted to faculty as a great way to recruit excellent students for their major. This way, faculty will be more likely to promote the scholarship, and the program, to perspective students.
	Business-sized cards listing the Honors Program requirements might be a convenient way to inform perspective students of the program and whether or not they could qualify to be a part of the program.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look into the process and cost of creating business-sized cards listing the Honors Program requirements.	Jonathan Roberts	Before next Campus Preview Day (11/8/08)

SERVICE PROJECT IDEAS

KRISTIN STOUT

DISCUSSION	Big Brothers Big Sisters has recently started up a local chapter, and this may provide service opportunities for Honors students.	
CONCLUSIONS	While many students would be unable to actually become a full-fledged Big Brother or Big Sister due to the required one-year time commitment, other small-scale service opportunities may be available to Honors students.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Inquire about small-scale service opportunities that Honors students could volunteer for that would support the Big Brothers Big Sisters program.	Kristin Stout	ASAP

NEEDS WITHIN HONORS PROGRAM

JOHNATHAN ROBERTS/KRISTIN STOUT

DISCUSSION	Since enrollment for the Honors Program is steadily increasing and has currently increased to about 300 students (and course enrollments are also up to about 300 this semester), it is difficult for the Director to fully meet the social needs of the students.	
	While much of the current library support for the Honors Program is course-based, potential opportunities for the library to support the program as a whole were discussed.	
CONCLUSIONS	A graduate assistant would be highly desired to help the Honors Program with social activities. Also, more space for an Honors common area is needed since the current area is always overflowing with students.	
	A library session for Honors students covering resume skills and resume/career-related library resources would be helpful. Ideally, it would be a two-part session: one part discussing resume basics and resume/career-related library resources and the other part providing reviews of Honors students' resumes.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bring attention to the fact that enrollment is up but the Honors budget has stayed the same. Also, highlight the above social needs of the program.	David Lake	Ongoing
Inquire with the Head of Reference about the possibility of the library providing a resume/career session for Honors students.	Kristin Stout	ASAP

OBSERVERS	N/A
RESOURCE PERSONS	N/A
SPECIAL NOTES	N/A