Attendees: Barbara Kennedy, Marina Baratian, Karyn Ott, CJ Baker-Schverak, Adam Henson, Dain Tador, Dr. Mary Roslonowski, Teri McKenzie, and Nancy Hett

I. Welcome and Introductions

II. Honors Program Updates


2. Admission Process
   a. Students no longer not have to fill out the honors admissions application and get a recommendation.
   b. Students can ask an advisor to register for honors classes, advisor verifies that student meets honors criteria, enrolls them in an honors section and sends an email to Nancy Hett, Honors Program administrative assistant, in Mary R’s office. She will designate the student as Honors in Banner as well generate a follow-up letter to the student announcing their acceptance into the program.
   c. Advisors and faculty may also recommend that students take honors classes based on the honors criteria for admission.
   d. Students can still submit an application to be admitted into the honors program through Mary R.’s office.
   e. Nancy H. will go through at the end of each term and purge those students who are no longer eligible for the honors program.

3. Student Mailings and email distribution list
   a. So far, only attempted email invitations to students on all campuses who met the criteria for honors
   b. Currently, have an email distribution list that Mary uses to send announcements to honors students such as schedule of honors classes, info on trips and graduation announcements
   c. Mailings may help get the word out about honors but are more costly – plan to do before Summer and Fall registration 2012
   d. Discussed need to keep honors website updated
   e. Need more outreach to DE parents at DE orientations or at the high school-target students taking communications I, Speech, and General Psychology

4. Brochures/Viewbook
   a. New viewbook was passed out at the meeting (10 copies printed for review)
b. Need to add Holocaust class and Developmental Psychology to the viewbook.

c. More brochures can be printed to display at all campus welcome centers. Mary still has about 25 left from last printing.

d. Teri mentioned incorporating honors program information into the online student orientation—enhance what is currently there with a link to the viewbook, etc.

5. Honors Lounge

   a. New Honors lounge is located with SGA on the Melbourne campus -10-111 – will have computers, a printer and reference materials.
   b. Titusville still maintains lounge 1-135 with computer, printer and reference materials.
   c. Location on Palm Bay Campus-possibly small offices next to Provost office in Building 2- PB council members will ask Dr. Newman.

6. Honors Classroom Visits

   a. Barbara Kennedy has done this with PB classes, still is struggling to get honor abnormal psychology to make for Spring 2012. Student feedback is that students are afraid the courses are too hard and will hurt their GPA.
   b. Need to get message across that honors classes aren’t harder, their different and richer.
   c. Have an honors club? -guest speakers, events and trips-essentially what we do now but campus based rather than collegewide.

7. Honors Promotional Tables

   a. Melbourne Campus-Mary had info table set up at Welcome Back, Faculty Advising Fair, and Disabilities Awareness Day-giveaways, flyers and schedules
   b. Palm Bay Campus-Week of Nov 14th-had table set up in the main lobby of Building 1 with giveaways, schedules, flyers and syllabi.
   c. Need catchy posters for honors program advertising on all campuses

8. Honors Trips

   a. UCF Honors College-Nov 4, 2011 9 AM -2 PM
      i. Karyn O. and Mary R. took 6 students to UCF-Burnett Honors College, learned some great information.
      ii. Two tracks at UCF-Honors in Major and University Honors.
      iii. If student is planning to graduate in 2 years, must come over as a transfer student to be sure you can graduate in the University Honors Program (3-4 classes to complete honors program if come in as a transfer student).
      iv. If student applies to UCF as a first time in college (FTIC) student, they must complete freshman and sophomore level university honors courses as well as 4 upper division courses. Students should not anticipate graduating in two years if they enter as FTIC.
      v. Honors in Major can be applied for after beginning the first semester as a transfer-thesis based and driven.
   b. St. Augustine- Historical Trip Friday, December 9, 2011 7:00 AM-9:00 PM Six students signed up so far. Mary R. and Karyn O.
   c. Charleston- Spring Break Historical Trip Friday-Monday, March 23-26, 2012
   d. Funding from Student Services

9. Convocation Dinners

   a. Fall Term - Thursday, December 8, 2011 6:00 PM Location TBA
b. Spring Term - Thursday, May 3, 2011 6:00 PM Location TBA
   c. Honors Instructors and Honors Graduates will be invited to attend.
   d. Funding from Student Services

10. Connecting to High School Counselors
   a. Mary sent email with information on the honors program to all high school counselors.
   b. Need to follow up in person or through mail with the counselors.
   c. Need to schedule a face to face meeting with High School Counselors about the program and how it is not like Honors at the high schools.
   d. Need to develop a yearly schedule to know when to go on visits, when to send email reminders and mailings to these counselors.

11. President/Dean’s List paragraph – at honors retreat, it was suggested that a paragraph be added about the honors program to these letters but was denied by President.

12. New Honors Course - Developmental Psychology
   a. Committee reviewed course objective summary and accepted the course as honors worthy – difference is in the evaluation methodology
   b. Offering in Fall 2012.

III. What’s Not Working?
   1. No publicity
   2. Lack of understanding of the program
   3. No marketing

IV. What is Success for the Honors Program?
   1. Honors students are successful in follow-on schools and careers.
   2. Build our enrollment in honors classes on all campuses.
   3. Decrease the number of cancelled honors classes.
   4. Graduating more honors students.

V. How do We Measure Success?
   1. Increased enrollment in the honors program - goal is to increase enrollment by 25% at this time next year.
   2. Decrease the number of cancelled classes - from 8 to 4.
   3. Increase student satisfaction with the honors program - need baseline measurement first.

VI. What is Our Strategy for Success?
   1. Consider offering Honors by Contract - some schools do this to keep their program going – specially designed honors assignments for students who are in a regular section. Do more research on this first and discuss at next council meeting.
   2. Create Catchy Honors Posters clearly outlining what honors is and isn’t
   3. Honors students do promotion of honors courses - built into classes such as speech and community involvement, honor student mentor program.
   4. High school outreach
   5. Honors student Exit Survey - will be done at convocation dinners
   6. Honors student success at follow on institutions - how do we keep contact?
   7. Develop a marketing plan by next council meeting

VII. Next Honors Council meeting Thursday, January 26, 2011 Cocoa Campus 4:00-5:30 PM