Attendees: Karyn Ott, Shai Neumann, David Houk, Ray Wilson, AvaAnne Hogue, Lauren Houchin, Willie Smith, Marina Baratian, Maureen Groome and Dr. Mary Roslonowski

I. Spring 2015 Honors Update
   a. Reviewed the 2014-2015 Honors Budget
   b. Presented and discussed enrollment for Spring 2015 term as compared with past three semesters. Enrollment is down, most of courses offered in Palm Bay did not make this term. Independent study honors were offered.
   c. Reviewed Honors documents describing honors courses, recommendation to email these to all honors faculty and any faculty inquiring about the Honors Program.

II. AAC Requests
   a. Reviewed proposed honors faculty approval procedure and made some changes to clarify the role of Honors Council in the process. Added approval by Provost before letter is sent to HR. Mary will revise document and send it to Council for final approval before giving to AAC.
   b. Discussed representation on AAC. Marina Baratian said she would be a co-representative/alternate with someone else from the Council. Mary will ask CJ if she would be willing to serve in this role with Marina since she is currently either an alternate or member of AAC.

III. Plans to Increase Enrollment
   a. Email information to Phi Theta Kappa Enrollees about the opportunities available in the honors program
   b. Have honors representative at PTK Orientations and Inductions on all campuses to speak about honors opportunities
c. Letter and email to all students who are eligible for Honors in March through Associate Director’s office. Include honors brochure, Fall Honors schedule
d. Create Honors Module on Canvas
e. Have Honors promotional materials available and displayed on all campuses, including Cocoa
f. Coordinate times and days that Honors courses are offered between PB and MB
g. Post Honors Schedule for upcoming terms on the website

IV. Honors Faculty Nominations – resume and statement of Honors philosophy were reviewed and discussed.
a. Dr. Ashley Spring – Motion to approve Dr. Spring made by Marina Baratian, seconded by Maureen Groome. All voting members present approved the motion. Mary will forward recommendation to Provost Handfield.
b. Dale McGinnis – Motion to approve Dale McGinnis made by Maureen Groome, seconded by Karyn Ott. All voting members present approved the motion. Mary will forward recommendation to Provost Slaughter.

V. Honors Course Revisions
a. HUM 2249H should have been approved by AAC either this term or Fall 2014. Not sure if this was completed. Mary will ask Scott Herber if this has gone through yet.
b. ENC 1101H and ENC 1102H is awaiting approval by communications cluster.
c. IDH 2009 awaiting Council approval to send to CDC.
d. PHI 2010H is being written by David Simmons, Mary will verify with David.
e. Shai will be rewriting STA 2023H and MAC 2312H in the Fall term of 2015
f. Karyn will work on getting AMH 2020H written, only AMH 2010H is currently written, would like to offer this in Spring 2016 in Palm Bay
g. HUM 2211H, HUM 2230H and AMH 2010H are scheduled to be rewritten during Spring 2016.

VI. IDH 2009 Research Methods for the Social Sciences, Education, Humanities, and Communication – discussed COS
a. Concern was with the description, could someone complete IRB training without being certified. Since Evaluation Methodology is IRB Certification, should also indicate IRB Certification rather than completion in the course description.
b. IDH 2009 motion to approve with change outlined in a. made by Maureen Groome, seconded by Marina Baratian. All voting members approved the motion.

VII. Melbourne Campus Honors Update – Marina Baratian/Shai Neumann/Maureen Groome
a. Continuing promotion as was done in prior years
b. Shai still attends dual enrollment orientations at the college
c. Confusion on whether or not an honors course can be part of load. Some DCs and provosts allow while others don’t. Mary will ask Provost Council to review the policy on this and determine if there is a common policy or not.
d. Marina’s Community Involvement Course continues to promote itself with the course accomplishments, newest projects from Fall 2014 were published on the honors website.

e. Maureen discussed her leadership class projects and what the students got out of them.

f. Student concern over quality of students who are in honors, non-motivated students hurt the classroom experience as a whole, not only on group project. Discussion ensued on how this is a learning opportunity for these students in the group to get the non-functioning student to meet his responsibilities. Not going to be 100% great students in honors, sometimes have students who really don’t embody the philosophy.

VIII. Palm Bay Honors Update – Mary Roslonowski/Karyn Ott
   a. Going to all three Collegiate High School orientations at the high schools in the coming weeks
   b. Advertise Honors early before summer/fall registration
   c. Writing AMH 2020H for Spring 2016 offering

IX. Titusville Honors Update – no one in attendance from Titusville

X. Reviewed upcoming Honors events including Spring Break trip to Key West and Honors Convocation Dinner dates. Mary asked if anyone might be interested in going to FCHC conference in Miami Feb 20-22, 2015.

XI. New Business
   a. Mary asked members to brainstorm ideas for student travel next term at the April meeting and consider who would like to take the students to those events, does not have to be the same people who have been taking them. Maureen mentioned Tallahassee as a good site for travel.
   b. Marina Baratian talked about the Kiplin Hall Honors Travel course which will hopefully be offered along with a non-honors course with Connie Dearmin in Fall 2016. Dates have been reserved at the Hall.

Minutes respectfully submitted by Dr. Mary Roslonowski.