**Honors Council**

**Meeting: Wednesday, April 1, 2020**

**Via Zoom**

**\*\* MINUTES \*\***

**Summary of reminders, new initiatives and strategic goals:**

1. **Jeff is still preparing the Honors College governance document.**
2. **The Honors College will share suggestions for conducting thesis defenses via Zoom.**
3. **Heather is working with the Library on a new thesis release form to allow for digital signatures.**
4. **The Honors College will retain Departmental Honors graduation medals until such time as the directors can safely pick them up and mail to students.**

*Noon Meeting Notes:*

1. Meeting convened at noon.
2. HONORS DIRECTORS PRESENT: Mira Waits (ART), Lynn Siefferman (BIO), Libby Puckett (CHM), Lori Medders (COB), Jennifer Grey (COM), Marianne Adams (DAN), Jennifer Wilson (ENG), Cole Edwards (GEOL/ENV), Rich Crepeau (GEOG/PLN), Ellen Key (PS/CJ), Bill Cook (MAT), Laura Ammon (P&R), Andrew Smith (PSY), Ellen Lamont (Soc), Chip Debelius (STBE), Paulette Marty (THR).

HONORS COLLEGE STAFF PRESENT: Heather Waldroup (ART/HON), Jeff Vahlbusch (LLC/HON).

1. A motion to approve the Minutes from February 2, 2020, was made (Bill, Jennifer G., second) and approved.
2. Update from Jeff: The Honors College is moving forward with its faculty governance plan; Jeff hopes to have something soon for review. Jeff is also working with Honors College students who are concerned with completing their International Education requirement by Spring 2021; this policy is outlined in today’s Honors Wednesday Memo. The Honors College is also partnering with faculty to develop learning goals and outcomes for Honors seminars. Jeff thanked the directors for all their work on behalf of Honors students and mentors.
3. Discussion of student and mentor concerns for Honors thesis completions:
   1. Bill noted that he had reached out to students and did not hear any concerns initially; one student in his department is now having an issue with completion.
   2. Andrew said that most students in his department are faring well, especially those who had already collected their data. Others are working with mentors to complete their research and/or shifting to a lit review if needed
   3. Jennifer G. reached out to students in her department; one decided not to complete; two have defenses scheduled.
   4. Libby noted that Chemistry students are having a hard time; several are expanding the ‘future directions’ aspect of their projects in order to complete.
   5. Libby also inquired as to whether the last semester GPA would count towards honors (given that Latin Honors are calculated by the penultimate semester). She will ask Eric Berry; copy to Jeff and Heather.
4. Changes in thesis submission process:
   1. Heather is working with Agnes Gambill in the library to develop a new release form that will allow for digital signatures. This will be distributed as soon as it is available.
   2. Binding: it will be possible to submit theses for binding in the Fall if so desired.
5. Discussion of thesis defenses:
   1. Cole asked how scheduling should be handled; Jeff recommended to have the student set up and send link. **Be sure links to Zoom are not made public because of zoombombing.**
   2. Libby inquired if the Honors College could develop a Powerpoint slide with some general etiquette for Zoom meetings (such as requesting that listeners mute their mics).
   3. Heather will make a google doc with basic Zoom etiquette that could be copied into a Powerpoint and/or shared with students.
   4. Cole also suggested that students should consider sharing their hosting duties with their mentors, who could then moderate while the student presents.
6. Distribution of medals: the Honors College has purchased departmental honors medals with engravable backs for distribution. The consensus was that the Honors College would hold these until later in the summer, when it was safe for directors to pick them up and mail to students.
7. The meeting adjourned at 12:40 pm (Cole, Libby, second).