**Honors Council**

**Meeting: Wednesday, March 2, 2016**

**5:00 p.m., 162 Appalachian Hall**

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

1. Meeting convened at 5:00 p.m.
2. PRESENT: L Puckett (CHM), D Parks (ComSci), M Adams (DAN), H van Werkhoven (ExSci), B Swarthourt (ENS), R Crepeau (Geo/Pln), A Sterling-Hellenbrand (IDS/GLS), E Peterson (GJS), V Klima (MAT), L Ammon (P&R), R Gray (PHY/AST), L Emery (PSY), L Mosteller (PSY), M Howell (SW), E Dakin (SW), T Smith (ANT), H Waldroup (ART/HON), T Zerucha (BIO/HON).

ABSENT: J Toub (Art), L Sieffermann (BIO), D Medlin (COB), J Gray (COM), K Groover (ENG), C Gu (GEO), S Jessee (HIS), A Fisher (LLC), E Folts (SOC), S Doll (STBE).

GUEST: Dale Wheeler (HON/CHE).

1. A motion to approve the Minutes from December 2, 2015, was made (E Peterson, L Puckett, second) and approved.
2. Honors College Interim director, Ted Zerucha, was introduced. Provost Darryl Kruger has offered to attend Honors Council to address any questions the group may have. Dr. Zerucha will invite him to the May meeting.
3. Dale Wheeler reviewed the Fulbright application process and noted that the online application opens March 31. The internal application deadline is September 1. Faculty should encourage students (especially rising juniors) to apply. Representatives from Fulbright will be on campus April 6 for an open meeting.
4. Curriculum proposals: Honors directors are encouraged to use the AP&P forms from the beginning and are also encouraged to bring the proposal to Honors Council themselves (rather than waiting for this to happen further down the line). HLW is able to help with authoring these proposals and getting them through the system.
5. Graduation:
	1. Honors directors should send lists of their Honors graduates to Jennifer Shaffer in the Registrar’s office by April 1.
	2. Jessica Yandow, Honors College Office Manager, will prepare a handout going over the submission process for the thesis. This will be distributed to honors directors. Students should be particularly advised that appointments are required for thesis submission. These are made via youcanbook.me; the link is accessible on the Honors website.
6. Michael Howell introduced Emily Dakin, who will serve as Honors Director for Social Work.
7. Honors Council will not meet in April as HLW is away at a conference.
8. A motion was made to adjourn (E Peterson, L Puckett, second) and passed unanimously.

Respectfully submitted for review this 3 March, 2016, by Heather Waldroup.

NEXT MEETING: The next meeting will be **May 4, 2016,** at 5:00 p.m. in 162 Appalachian Hall.