**Honors Council**

**Meeting: Wednesday, April 5, 2017**

**5:00 p.m., 187 Appalachian Hall**

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

1. Meeting convened at 5:00 p.m.

PRESENT: D Parks (ComSci), J Fenwick (ComSci), M Adams (DAN), H van Werkhoven (ExSci), V Klima (MAT), A Smith (PSY), P Marty (THR), H Waldroup (Art/Hon).

ABSENT: L Sieffermann (BIO), L Puckett (CHM), J Gray (COM), K Groover (ENG), C Thaxton (ENS), G Casale (GEO), S Chatterjee (GLS/IDS), E Sparks (GJS), L Ammon (P&R), R Gray (PHY/AST), L Mosteller (PSY), E Dakin (SW), S Doll (STBE), T Smith (ANT), J Toub (Art), D Medlin (COB), R Crepeau (Geo/Pln), M Behrent (HIS), A Fisher (LLC), E Folts (SOC).

GUEST: Joyce Ogburn, Belk Library

1. A motion to approve the Minutes from February 1, 2017, was made (M Adams, V Klima, second) and approved with one abstention.
2. Reports and Reminders:
	1. Thesis and honors contract forms: a request was made to update these forms to reflect current policy (ie, departments process departmental-only contracts) and for congruency across forms (ie, in terms of who signs them). HLW will work on this.
	2. Reminder: faculty are reminded to make appointment with Jessica Yandow to submit departmental theses, and to please adhere to current guidelines for submission (per the Honors website)
	3. Reminder: faculty are reminded that copies to be bound do not need to be on archival paper unless department wants it (library no longer collecting a copy)
	4. Reminder: University Honors theses due May 5. Departmental honors theses can be submitted by the departmental director during finals week.
	5. Reminder: faculty should give an Incomplete, not a grade, to students who have not finished their theses by May 5.
3. Joyce Ogburn from the library discussed the inclusion of honors theses in NC Docks and addressed questions and concerns with open access publishing. Including theses in NC Docks does **not** prevent them from being published later. Theses are not actually “published” in NC Docks, merely included as part of a (digital) collection.
4. New Business:
	1. Marianne Adams posed a question concerning the proposal of new honors courses by faculty who have not previously taught them. HLW stressed a desire for greater transparency in this process; the Honors College is working to improve and clarify this process.
5. Old Business: faculty were reminded to update their websites to reflect new thesis submission process.
6. The meeting adjourned at 5:45 pm (D Parks, H van Werkhoven, second).

Respectfully submitted for review this April 6, 2017, by Heather Waldroup.

NEXT MEETING: The next meeting will be in September 2017.