

**Honors Committee**  
**Thursday, January 28, 2015**  
**3:00 P.M.**  
**Morrison 304**

Minutes

**Welcome and call to order by Dr. Coleman at 3:09pm.**

**1. Committee charge:**

- History of the committee – it was once an appointment committee and was not under the faculty senate.
- Dr. Coleman covered the committee function and membership information.
- Dr. Coleman discussed the new courses she taught last semester and this semester.
- Dr. Maeer discussed his and Dr. Cotter-Lynch co-teaching course.
- The membership statement needs to be revised to include the HAC President as a member of the committee.
- See attachment

**2. Revised Mission and Vision Statement**

- See attachment
- Covered last year's mission statement and the new missions and vision statement that more accurately reflected what we are trying to accomplish. We want our students to give back to our community, have compassion and seeing things from another point of view.
- Discuss at a later date – with suggestions for changes the mission and vision.

**3. Elect a committee Chair, and elect a Vice Chair**

Debra Haley nominated Diane Dixon as chair and Dr. Maeer seconded. Dr. Dixon accepted the nomination. The committee voted unanimously Dr. Dixon as chair.

Dr. Maeer nominated Dr Hall and Dr. Dixon seconded. Dr. Hall accepted and the committee unanimously voted her to be vice chair.

**4. Honors Day Planning:**

- Essay Coordinator – Patrick Reardon
- Essay proctor – Diane Dixon
- Essay prompt - Stay with the same question this year and work on a new one for next year.
- Interview Coordinator – Jim Speers

- Interview questions – Stay with the same question this year and work on a new one for next year.
- Fill other positions

**5. New Business:**

- Changes for Honors Program events and office functions
- Updated job description for Dr. Coleman
- Current job description on file with HR for Lyndi and proposed job description for Coordinator position