

The College of New Jersey
Honors and Scholars Council (HSC)
Meeting Minutes
September 6, 2023

Present: Maria Domingo, Harriet Hustis, Jessica Madrigal, Michael Manfredo, Rachel Snider, Sejong Yoon

Meeting discussion:

1. The Council approved the May 3 meeting minutes.
2. Next order of business was electing the Chair and Vice Chair. Nominated and confirmed: Rachel Snider, Chair and Jessica Madrigal, Vice Chair.

Committee Members introduced themselves.

Student appointments to the committee have not been communicated. Chair will ask Jennifer, Asst. Provost for student names and additional faculty member.

Items for Discussion in upcoming sessions:

1. **Honors by Contract:** If an adjunct faculty member is sponsoring a student, the director needs to approve. The student needs to explain why the faculty member is a good fit for the course, particularly if it is in the adjunct's area of specialization.

Suggest: New language: "Typically, full-time faculty supervise an Honors-By-Contract, however, if a non-full-time faculty member is desired, students must make a clear and compelling case for an exception as part of their proposal."

Suggest: Deleting current language: "To request an exception, students must contact the Honors Director as soon as possible and before submitting the proposal."

2. Scheduling protocol when soliciting for Honors courses from the departments. The goal is to offer a select number of courses that will be well enrolled.
 - a. Create a form that is disseminated in January asking faculty/chairs to propose Honors courses.
 - b. Request a full year's selection so we can balance the number of courses offered in the fall vs. spring semesters, and have diversity of disciplines and Core designations.
 - c. Provide guidelines for course selection to ensure that students can complete their program.
 - d. Provide guidelines for course cancellations (should they be low enrolled).

3. There is student melt between their submission of “Intent to apply” and the actual submission of their application.
 - a. Propose to tweak the process (not the application itself)
 - b. Allow students to upload their application directly to the form (instead of uploading the application to a Canvas portal)
 - c. Keep deadlines
4. National Collegiate Honors Council has two national scholarships: an interdisciplinary (approx. \$5000) scholarship and another scholarship for \$500. Students would apply to HSC for review and HSC would nominate one student for each scholarship.
5. Course caps for Honors courses, which are supposed to be smaller than usual classes. In practice, the course caps in PAWS are higher and set at 32.
 - a. Consider listing the courses as “Seminars” so HSC has more flexibility with the student count, depending on the course and in consultation with the departments.