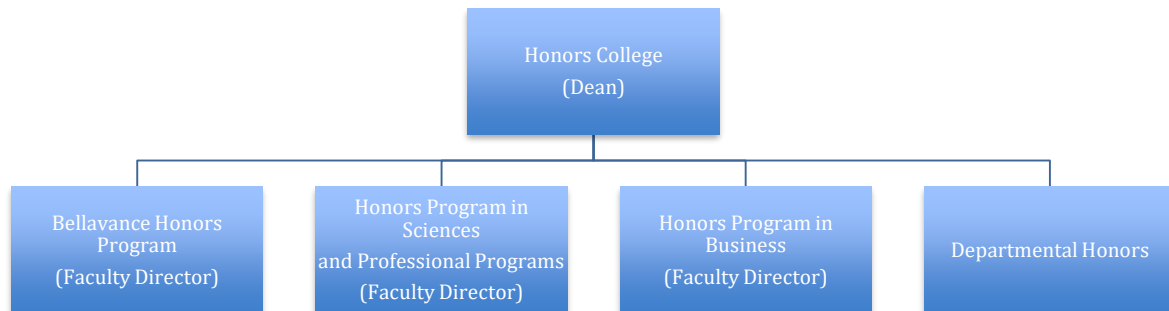


Salisbury University HONORS COLLEGE

Administrative Structure



HISTORY

Salisbury University's Honors Program began in 1980 with 20 freshmen students who met in the back of the university gymnasium and took a series of history, English, and philosophy courses. In 1996 the Honors Program was renamed for university president Thomas E. Bellavance, shortly after moving to its current home in a renovated home on the corner of Camden Ave. Loblolly Ln. The curriculum at that time centered on a team-taught great books series of courses; it has since changed to include dynamic issues-based courses that fulfill general education requirements.

The Honors Director was, at first, the sole faculty member attached to the Honors Program. Founding director Dr. Tony Whall taught in English and Honors with a two-course download to administer the program. In 1994 the Program gained an Assistant Director whose duties focused on student activities and mentoring; this faculty member received a course download for these services. In 2006 the Program gained a 10-hour share of an administrative assistant.

Beginning in the 2000s, the Honors Program began hosting a living learning community with 20 students. By 2010, the Program offered two communities that included 36 students who lived on two floors of Manokin Hall (the building was shared with other living learning communities).

CURRENT STATE OF PROGRAM

The current Honors Program admits between 110 and 120 new freshman each year and serves nearly 300 students. In fact, the Program will grow to more than 320 students next year and 360 the following year due to increased retention rates within the Honors Program that are attributed to curriculum reforms, which have (and will) create additional avenues for students to graduate with honors.

The current Honors Program staff includes a full-time, twelve-month administrative director, Dr. James Buss; Dr. Leanne Wood, a full-time Assistant Director who oversees the living learning communities and freshman student activities; a full-time Program Management Specialist, Ms. Joan Kjelsden; and two part-time undergraduate student workers.

For the first time, the Honors Program freshman living learning communities, which now number four and comprise 70+ students, will occupy an entire housing facility, Manokin Hall, while 13 sophomores will participate in an experimental sophomore Living Learning Community with a potential to expand to 20-40 students in subsequent years.

The Honors Program curriculum has evolved to aid students beyond the humanities, which were well served by the Bellavance Honors Program. The Honors Program Faculty Senate Committee currently is examining changes to create alternate Honors Programs in sciences and business that will better serve students in those areas. This is reflected in the administrative diagram above.

FULFILLING THE UNIVERSITY MISSION AS AN HONORS COLLEGE

Growth of the Honors Program and transition to an Honors College aids Salisbury University in its mission of cultivating and sustaining a “superior learning community where students, faculty, and staff are viewed as learners, teachers/scholars, and facilitators, and where a commitment to excellence and openness to a broad array of ideas and perspectives are central to all aspects of University life.” (University Mission Statement)

The university strategic plan specifically outlines the role of Honors at the university:

“The Bellavance Honors Program is an integral part of SU’s effort to recruit and retain high-achieving students. Students participating in the Honors Program are retained at higher rates than their peers, have a shorter time-to-degree completion, and are engaged in undergraduate research across campus. Honors students have won nationally competitive scholarships and regularly present their work at regional and national conferences. Despite the clear successes and importance in attracting excellent students, the Honors Program remains undersized relative to our peers. The

National Collegiate Honors Council recommends an Honors Program comprise approximately 6-8% of the undergraduate student body. To do so, SU's program needs to recruit an incoming class that equals 10% of the incoming freshman class. The profile of the Honors Program should reflect the larger student body in overall numbers, diversity, and majors within schools. To reach these goals, the Honors Program must examine its academic programming to ensure that students in every major can participate in Honors and must have sufficient staffing to grow its ranks." (University Strategic Plan: 2014-2018, page 4).

The recent growth of the Honors Program reflects increased recruiting efforts, which have led to larger freshman classes that represent 10% of the total incoming freshman class. Within the next two years, the Program will also reach the 6-8% goal outlined in the university's strategic plan and the university's enrollment master plan (Enrollment Master Plan: 2014-2018, 1.4).

The Faculty Senate Honors Program Committee is proposing changes to the curriculum that would create curricular tracks (or programs) for honors in the sciences and business that will fulfill the charge in the university's strategic plan to "ensure that students in every major can participate in Honors."

This past semester, the Honors Program staff and the Faculty Senate Honors Program Committee unanimously agreed that transitioning to an Honors College with multiple Honors Programs will best serve these purposes.

STAFFING NEEDS AND CHANGES

The Honors College proposal above includes transitioning the current Honors Director to Dean of the Honors College and naming the current Assistant Director as Faculty Director for the Bellavance Honors Program. These changes would align the university with similar Honors Colleges around the country. To aid in the advisement and teaching of students in the Honors Programs for the Sciences and Professional Programs and the Honors Program in Business, the proposal calls for Faculty Directors in those areas. These positions could be filled by current faculty who would receive course downloads in exchange for these duties (much as the Honors Director did in the initial years of the Honors Program).

Ultimately, the Dean of the Honors College would work with the Office of Advancement to seek donors interested in endowing these faculty positions and the three Honors Programs in order to offset added costs associated with course downloads or extra duties. Because the current Honors Program and its staff already serve nearly 300 students, the transition would not require a radical increase in staffing. Rather, it would require shifting the burden for teaching in Honors from the Humanities to the Science and Business Schools where we are witnessing the fastest growing student populations.

ADDITIONAL COSTS

In order to ensure that the transition to an Honors College meets national standards and represents national best practices, the current Honors Program staff recommends a full program review by the National Collegiate Honors Council (NCHC) by 2019/2020. The current Honors Program director Dr. James Buss is a member of the national Assessments and Evaluations Committee of the NCHC and, in that capacity, has helped draft national definitions for Honors education and national standards for Honors Program and College review. He is also the current national coordinator for the NCHC's Best Honors Administrative Practices workshop series. His expertise will aid the new Honors College in aligning its practices with best practices nationwide and establish Salisbury University as a national leader in Honors education.

Three-Year Transition Plans and Costs (with extended external review process)

YEAR ONE (2015/2016)

- Continue commitment of **\$25,000 in Four-Year Director's Fellowships** for incoming students that require students to maintain "good standing" in the Bellavance Honors Program (these were already put to use this year)
- Continue commitment of **\$1,000 toward Four-Year Bellavance Scholars** from Foundation account (this already in place)
- Curricular Changes to Bellavance Honors Program
 - Change Title of HONR 111 from "Critical Thinking and Writing" to "Honors Freshman Seminar" (does not change content of course). Also make mandatory of all students entering program as a freshman
 - Change Title of HONR 490 and 495 from "Thesis Preparation" and "Honors Thesis" to "Honors Thesis/Capstone Preparation" and "Honors Thesis/Capstone"
- Curricular Changes to Create University Honors Program
 - Creation and approval of Honors Program in Sciences as Honors Program in preparation of an Honors College
 - Creation and approval of Honors Program in Business as Honors Program in preparation of an Honors College
 - Approve process for offering Honors courses as sections of existing course offerings
- Create Memorandum of Understandings with Departments that would like to offer Departmental Honors using honors courses as part of departmental honors offering
- Create standards and definitions for "Honors Courses," particularly as they apply to departmental honors section offerings (for example, ECON 201.H01)

- Create standards for “Applied Learning Experiences” (i.e. Study Away, Study Abroad, Internships, Contract Classes, Independent Studies, Case Competitions)
- Begin creating online audit for existing Bellavance Honors Program
- Begin soliciting donors for majors donations to program (**some costs with travel and commitment by office of advancement in staffing**)

YEAR TWO (2016/2017)

- Continue commitment of **\$25,000 in Four-Year Director’s Fellowships** for incoming students that require students to maintain “good standing” in the Bellavance Honors Program
- Continue commitment of **\$1,000 toward Four-Year Bellavance Scholars** from Foundation account
- Develop Assessment and Evaluations Plan for new Honors classes, programs, and tracks
- Replace Honors Center sign to reflect change to Honors College (**\$5,000**)
- Order additional letterhead and mailing supplies for Honors College (**\$2,500**) (this would be necessary anyway, since the program orders new letterhead on an annual basis)
- Continue soliciting donors for majors donations to program (**some costs with travel and commitment by office of advancement in staffing**)
- Appoint Dean of Honors College
- Elevate Assistant Director of Bellavance Honors Program to Director of Bellavance Honors Program (this would not require change in position other than title)
- Elevate Director of Honors Program to Dean of Honors College
- Continue soliciting donors for majors donations to program (**some costs with travel and commitment by office of advancement in staffing**)
- Formal Announcement of Transition from Program to Multi-Program Honors College
- Marketing, announcements, etc. for new Honors College (**\$3,500** in announcements and special events connected to opening of new college—used to attract donors to programming and minor donor opportunities)

YEAR THREE (2017/2018)

- Continue commitment of **\$25,000 in Four-Year Director’s Fellowships** for incoming students that require students to maintain “good standing” in the Bellavance Honors Program
- Continue commitment of **\$1,000 toward Four-Year Bellavance Scholars** from Foundation account
- **Appoint faculty members** to direct the new Honors Program in Sciences and Honors Program in Business (this person could be an existing faculty member whose PIN line could be moved to Honors and replaced in home

department, thereby preventing need for a national search within honors and permitting a department to make own tenure-track hire)

- Send new Directors of Honors Programs to NCHC Beginning in Honors Training summer of 2018 **(\$2,500)**

YEAR FOUR (2018/2019)

- Begin process of self-study for national program review and apply for site visitors for next year

YEAR FIVE (2019/2020)

- National Collegiate Honors Council external Program Review **(\$10,000)**

Transition Cost Snapshot

Year	Continued Funding	One-Time Funding
2015-2016	<ul style="list-style-type: none"> • \$26,000 (scholarships) 	<ul style="list-style-type: none"> •
2016-2017	<ul style="list-style-type: none"> • \$26,000 (scholarships) 	<ul style="list-style-type: none"> • \$5,000 (Replace signage) • \$2,500 (Letterhead and Mailing Supplies) • \$3,500 (Marketing and Announcement of new college)
2017-2018	<ul style="list-style-type: none"> • \$26,000 (scholarships) • New Faculty Directors for Science and Business 	<ul style="list-style-type: none"> • \$2,500 (New University Director to Conference)
2018-2019	<ul style="list-style-type: none"> • \$26,000 (scholarships) • New Faculty Directors for Science and Business 	<ul style="list-style-type: none"> • None
2019-2020	<ul style="list-style-type: none"> • \$26,000 (scholarships) • New Faculty Directors for Science and Business 	<ul style="list-style-type: none"> • \$10,000 (National Program Review)