



Provost and Vice President for Academic and Student Affairs

2008 Annual Report: Honors and Awards Committee

Chair: Carrie Brennan

Actions/Accomplishments:

The main actions of the Honors and Awards Committee are 1) overseeing the selection of the Drane and Harvill-Civitan Awards; 2) overseeing the selection of faculty awards (Distinguished Community Service, Distinguished Professor, and Hawkins Awards); and finally 3) organizing the annual Honors and Awards Ceremony held in late April of each academic year.

This year, all of the above-mentioned responsibilities were accomplished. The Honors and Awards Committee continued to work with Student Affairs for purchasing gifts for each academic unit (either statues or items selected by the department) to present with their most distinguished award, and supplemental money toward food and goodies for honor students. A change was also submitted to update the Honors & Awards introduction statement for the 2008-2009 undergraduate bulletins. For the second straight year, the Harvill-Civitan Award will be presented at Honors and Awards Day.

With the transition to Banner, there were many problems in obtaining the many lists required for determining eligibility for both academic honors and faculty awards. Meetings with representatives from the Registrar's Office helped, however corrections/improvements must still be made. Hopefully these issues will be resolved by next year. In addition, these discussions led to proposed changes in how Honors students are determined. Undergraduate students must maintain a 3.65 GPA and Graduate students must maintain a 3.85 GPA for the previous two regular semesters (summer term is not included), currently have full-time status, and must have completed at least 16 credit hours of coursework. It is hoped that these proposed changes will be followed next academic year.

Academic Honors and Awards Budget - 2008

	<u>Balance</u>
Beginning Budget	4,500.00
Provost provided money for Honor Student lapel pins (Approx. 4 year supply)	1,412.00
	5,912.00
Money previously paid in August, 2007	
It's Time Clock Shop - Employee service clocks	320.00
Total previously paid in August, 2007	5,592.00
Spending for gift bag items	
D&D Companies - honor student mini flyers, gift bags, balloons	981.00
D&D Companies - replacement statue for Art Dept Honor Student	80.50
Total spending for gift bags	1,061.50
	4,530.50
Honor Student lapel pins (Approx. 4 year supply)	1,412.00
	3,118.50
Spending for Printing Services	
Certificates	120.00
Family letters	50.24
Announcement posters	25.25
Programs printing cost	626.00
Total spending for Printing Services	821.49
	2,297.01
Spending for Ceremony details- MMC concert hall	
Reception catering cost	1,575.00
(20) bows; (4) rental plants	50.00
Total spending for ceremony - MMC concert hall	1,625.00
	672.01
Spending for Faculty Awards	
(3) Plaques for Socrates awards	120.00
Total spending for Faculty Awards	120.00
Total spending as of April 2008	3,490.00
	552.01
	4,500
Budget request for 2009 including current and cost increase	
Student Affairs spending on behalf of Academic Honors and Awards for April 2008	
Statues	
HHP - books for award students	2,066.00
SOAG - specific student award plaque	80.00
Biology Dept. - books purchased for award students	25.00
Wooden plaques for Drane & Harvill awards	80.00
Total Student Affairs spending for 2008	85.90
	2,336.90
Academic Affairs main account approximate spending for postage	
Total spending - Other accounts	594.50
	2,931.40