

Honors College  
Strategic Plan 2015-18  
Approved September 21, 2015

The Honors College of Kennesaw State University Strategic Plan for 2015-2018 incorporates four goals, and various objectives formulated to focus the college on becoming a nationally recognized public Honors College.

Goal 1: Recruit, enroll and retain diverse, academically talented students who seek intellectual rigor, unique experiences, and benefits of a small community that prepares them for professional, service, or leadership roles, and/or advanced education opportunities.

Objective 1.1 Develop and implement a comprehensive recruitment plan that targets local, regional, national and international high school students.

Action Step 1.1.1 Establish parameters for targeted student populations for recruiting

Action Step 1.1.2 Work with Admissions to create recruitment plan by July 1, 2016.

Objective 1.2 Develop and implement a comprehensive scholarship and incentive plan for attracting and retaining Honors students.

Action Step 1.2.1 Meet with Foundation/Development concerning the creation of a scholarship plan

Action Step 1.2.2 Create foundation/development plan for attracting donors to give to scholarships

Action Step 1.2.3 Establish a minimum of 5 new scholarships for Honors students by fall 2017

Action Step 1.2.4 Create “package” for Honors students working With the foundation and academic affairs – to be implemented fall 2016

Objective 1.3 Develop and implement a comprehensive plan for retaining Dual Enrollment Honors Program students to matriculate into the Undergraduate Honors program.

Action Step 1.3.1 Create a comprehensive plan for retaining Dual Enrollment students with various incentives

Action Step 1.3.2 Work with development/foundation to provide funding for the incentive package for dual-enrollment students to matriculate

Objective 1.4 Develop and implement retention strategies for Honors Programs.

Action Step 1.4.1 Develop plan for retention by July 1, 2016.

Goal 2: Expand and develop domestic and international educational opportunities that provide students with challenges and enrichment in their academic life.

Objective 2.1 Expand the current relationships and create additional partnerships with all colleges, departments and programs across campus.

Action Step 2.1.1 Visit each Dean and Department Chair on campus During fall 2015/spring 2015

Action Step 2.1.2 Facilitate new Honors College relationships With academic departments and maintain current relationships

**2.1.1** Request a campus-wide memo from President Papp and Provost Harmon encouraging department and college support of the Honors College programming and mission

**2.1.2** Meet with Deans and Department Chairs to establish intentional connections and bridges between departments and colleges with the Honors College

**2.1.3** Develop and establish incentives for capstone advising

**2.1.4** Develop and establish recognition for high producing departments in Honors

**Objective 2.2** Increase the number and variety of courses offered by the Honors College and campus departments.

**Action Step 2.1.1** Establish outcomes for new Honors courses

**Action Step 2.1.2** Get courses approved through UCC by end of Spring 2016

**2.2.1** Develop, propose and get approval for three (3) 3000-level interdisciplinary Honors courses housed within the Honors College

**2.2.2** Coordinate with School of Engineering, College Humanities and Social Sciences, School of Computer Science Engineering and the School of Science and Math to create one (1) upper-level course (2000 level or higher) in each school/college that can satisfy Honors requirements and major requirements simultaneously that is not a capstone.

**2.2.2a** TCOM 2010 Technical Writing (a required course in many of the STEM majors on the Marietta campus); Honors Game Design, Honors Mechanical Engineering

**2.2.3** Explore with departments and send through UCC other core courses that should be offered every semester to satisfy general education requirements

**Objective 2.3** Increase undergraduate research and publishing opportunities.

**Action Step 2.3.1** Create plan for new research opportunities

**Action Step 2.3.2** Implement new research plan by beginning of Fall 2016

**Action Step 2.3.3** Create new Honors College research day Celebration

**2.3.1** Coordinate with Amy Buddie in CETL to develop programming to increase the percentage of Honors students presented in the Annual Research Colloquium by 3%

**2.3.2** Increase the number of Honors Students who submit proposals to the NCHC conference by 5%

**2.3.3** Increase the number of Honors students actively involved in discipline-specific honors societies by 5%

**2.3.4** Create a presentation forum for senior capstone and research projects to begin Spring 2016

**2.3.5** Incorporate peer mentors into HON 1100 and the Honors First Year Seminar in order to demonstrate in the first year the importance of the capstone project

**2.3.6** Explore and develop a process for awards for capstone/thesis by student, faculty and department

**Objective 2.4** Expand experiential learning opportunities through national and international study, travel, and service.

**Action Step 2.4.1** Maintain current travel opportunities for Honors Students

**Action 2.4.2** Look at feasibility of new travel opportunities for Honors students (PEGS and Honors students)

**Action 2.4.3** Obtain money from the foundation for travel money For Honors student travel

**2.4.1** Develop, propose and get approval for two (2) experiential learning classes housed within the Honors College

**2.4.1a** On campus/Community

**2.4.1b** International

**2.4.2** Establish City as Text (currently housed under HON 3301) as a freestanding course offered annually

**2.4.3** Obtain money from the foundation for travel money for Honors student travel

Objective 2.5 Enhance the process for identifying and assisting qualified students in applying for prestigious local, national and international scholarships and fellowships.

Action 2.5.1 Do comprehensive study of current Honors students (including PEGS) to identify potential high scholarship recipients

Action 2.5.2 Hold “scholarship” information days in fall and Spring terms on both campuses

**2.5.1** Increase the number and variety of information workshops available for Honors students annually

**2.5.2** Establish a Major Scholars Alumni event (i.e. Fulbrights, Gilman, Marshalls, Goldwaters, etc.) each Spring for students to meet faculty and students who are also former Fulbright Scholars on campus.

**2.5.3** Develop online modules that will allow students to develop skills for creating competitive scholarship packages

Objective 2.6 Examine the feasibility of creating an Honors College Bachelor degree by the end of spring 2017.

Action Step 2.6.1 Look at feasibility of creating a new degree in The Honors College by the end of spring 2017

**2.6.1** Identify four (4) Honors Colleges which offer a degree program for Honors students

**2.6.2** Develop and create a draft proposal for new degree

**2.6.3** Identify the university and BoR requirements for establishing a new degree from the Honors College

*Question: Are criteria different because of nature of the College?*

Objective 2.7 Establish protocols for Honors course scheduling.

Action step 2.7.1 - Designate Associate Dean as a single point of contact for requesting Honors general education sections from academic departments. (UHP Director will continue to coordinate calls for proposals for Honors seminars and colloquia).

Action step 2.7.2 - Create master schedule to optimize use of honors seminar room and ensure that students have multiple scheduling options for honors course days and times (Associate Dean, Director Honors Pgm)

Action step 2.7.3 - Arrange for Administrative Associate to be trained in EMS procedures (Director Honors Pgm)

Action step 2.7.4 - Transfer responsibility for entering HON-prefix courses from Honors Director to Administrative Associate (Director Honors Pgm)

Goal 3: Develop and implement a plan for building investment, sponsorship, and donor opportunities for Honors College.

Objective 3.1 Cultivate relationships and expand communications with alumni, the community, and local partners.

Action Step 3.1.1 Create new marketing materials for Honors College – one for Student recruiting, and one for potential donors by July 1, 2016.

Action Step 3.1.2 Work with Development to meet with local business partners to establish relationships

Objective 3.2 Identify potential donors for Honors College scholarships and other awards.

Action Step 3.2.1 Work with the Foundation and development to identify potential Honors College donors

Action Step 3.2.2 Establish database with contact information of potential donors

Objective 3.3 Establish 5-10 new Honors specific scholarships.

Action Step 3.3.1 Work with Foundation/Development to identify potential donors for scholarships.

Action Step 3.3.2 Create a minimum of 5 new Honors College Scholarships by fall 2017.

Objective 3.4 Identify and cultivate long-term donor for naming of the Honors College.

Action Step 3.4.1 Work with Development/Foundation to identify potential donor for naming of college.

Action Step 3.4.2 Secure donor pledge by beginning of fall 2018.

Objective 3.5 Create an endowed Honors Lecture Series.

Action Step 3.5.1 Work with Development/foundation to identify potential donors for endowed Honors' Lecture Series.

Action Step 3.5.2 Secure donor pledge by beginning of fall 2017.

Objective 3.6 Establish a Distinguished Professor and/or Distinguished Visiting Professor position to teach upper-level Honors courses.

Action Step 3.6.1 Work with Development/Foundation to identify potential donors to create money for an endowed visiting professor position.

Action Step 3.6.2 Secure donor pledge by beginning of fall 2018.

Goal 4: Establish the appropriate funding and infrastructure to support the Honors College and its Strategic Plan.

Objective 4.1 Conduct a baseline assessment of current administrative, staff, advisors, and faculty roles and responsibilities.

Action Step 4.1.1 Obtain accurate description of actual duties performed by each member of the Honors College.

Objective 4.2 Develop plan to improve operational efficiency and effectiveness for growth and sustainability of the Honors College for administrative, staff, advisors and faculty to be presented each year to Provost/VPAA.

Action Step 4.2.1 Analyze job descriptions to identify duplicate efforts and gaps in duties within the Honors College.

Action Step 4.2.2 Identify duties that could be automated or streamlined through access to technology.

Action Step 4.2.3 Review training options available through KSU.

Action Step 4.2.4 Identify any current tasks that fall under another group at KSU.

Objective 4.3 Reclassify existing staff and add positions to support various areas of the Honors College by the beginning of fall 2015; hire approved staff and advisor positions by fall 2015.

Action Step 4.3.1 UHP Kennesaw & DEHP Admin Associate I reclassified to Admin Associate II. UHP Marietta Admin Associate is classified as II.

Action Step 4.3.2 Hire HC Admin Associate I to support Dean and Associate Dean: HC Admin Associate I position approved; position advertised; interviews pending.

Action Step 4.3.3 Hire DEHP/UHP Shared Academic Advisor Position III: UHP/DEHP Shared Academic Advisor III position advertised; interviews ongoing.

Action Step 4.3.4 Hire Director of DEHP: Candidates interviewed. (If Ms. Solomon is named DEHP Director, her position of dedicated DEHP Academic Advisor will need to be advertised and filled.)

Objective 4.4 Create an External Honors Advisory Board for Honors College by the end of spring 2016.

Action Step 4.4.1 Determine the abilities and connections you are seeking from the members (subject expertise, money, name recognition, etc.)

Action Step 4.4.2 Determine involvement required from board members (on-call advisors, monthly board meetings, etc.)

Action Step 4.4.3 Evaluate benefits of serving on advisory board to entice participation.

Action Step 4.4.4 Brainstorm internally and reach out to current contacts for suggestions to create target list of potential advisory board members that fit board member profile.

Action Step 4.4.5 Actively recruit board members from target list.

Action Step 4.4.6 Create and implement plan to engage board and keep them active and contributing to the growth of the Honors College.

Objective 4.5 Expand targeted events - Honors College Service Award ceremony, Honors students reception, Faculty recognition, and, establish events targeting potential donors.

Action Step 4.5.1 Solicit event ideas from HC personnel. Review and prioritize events into master list for each category.

Action Step 4.5.2 Determine funding options and feasibility of activities.

Action Step 4.5.3 Decide on yearly target events during end of spring for the following academic year and assign a person to implement and coordinate.

Objective 4.6 Develop and implement a comprehensive Marketing Plan.

Action Step 4.6.1 Determine marketing purpose (recruitment, information, donations, etc.), target markets (high school students, current KSU students, faculty, alumni), and message for each group

Action Step 4.6.2 Establish uniform HC brand and how it can be tailored for each marketing need

Action Step 4.6.3 Determine best method for disseminating message (print, social media, email, etc.).

Action Step 4.6.4 Establish budget for creative design and printing.

Objective 4.7 Develop a baseline of current space needs, and develop a projected space needs plan – including office, administrative, classroom, and housing needs.

Action Step 4.7.1 Establish immediate space needs (2 offices needed for Academic Advisor positions)

Action Step 4.7.2 Meet with Jenny Morris to determine if current space can be reconfigured to accommodate two additional work spaces for minimal cost

Objective 4.8 Offer comparable (if possible) Honors experiences on all campuses.

Action Step 4.8.1 Compare and contrast Honors experiences on Kennesaw and Marietta campuses

Action Step 4.8.2 Realign activities where comparable offerings occur on both campuses

Goal 5: Establish protocols for faculty participation in the Honors College.

Objective 5.1 Increase numbers of honors faculty, particularly from disciplines that are underrepresented, to teach, supervise and mentor honors students.

Action Step 5.1.1 – Discuss with KSU administration departmental promotion, tenure and compensation policies that may discourage faculty from teaching small honors sections or supervising Honors capstone experiences. (Dean, Associate Dean)

Action step 5.1.2 - Arrange for Honors College administrators to meet with Department chairs to identify prospective honors faculty for teaching and mentoring roles (Dean, Associate Dean, Director Honors Pgm)

Action step 5.1.3 - Arrange for Honors College administrators to speak at department faculty meetings about Honors teaching and mentoring needs and opportunities. (Associate Dean, Director Honors Pgm)

Objective 5.2 Establish a plan for faculty rewards, recognition, and incentives to teach, supervise and mentor Honors students.

Action step 5.2.1 - Acquire funding to compensate faculty who teach honors courses and supervise capstone projects (Dean)

Action step 5.2.2 - Acquire funding for professional development related to Honors teaching, capstone supervision and/or mentoring, such as attending professional conferences (Dean)

Action step 5.2.3 - Acquire funding for events to promote a sense of community among Honors faculty (Dean)

Action step 5.2.4 - Establish an annual award for distinguished faculty service to the Honors College (Dean)

Action step 5.2.5 - Provide an annual letter suitable for promotion and tenure portfolios to all Honors faculty (Associate Dean, Director Honors Pgm)

Action step 5.2.6 - Develop process for expanding Honors faculty participation in Honors study abroad experiences (Dean, Associate Dean, Director Honors Pgm)

Objective 5.3 Establish protocols for recruitment and training of Honors faculty.

Action step 5.3.1 - Develop written guidelines for nomination and selection of Honors faculty consistent with those suggested by the National Collegiate Honors Council (Associate Dean, Director Honors Pgm)

Action step 5.3.2 - Develop mandatory workshops and other procedures for training new and current Honors faculty serving as capstone project supervisors and mentors (Associate Dean, Director Honors Pgm)

Objective 5.4 Foster active intellectual exchanges between students and faculty

Goal 6: Establish an assessment plan for Honors College.

Objective 6.1 Develop an Honors College Assessment Plan

Action Step 6.1.1– Create permanent assessment plan based on 3-year cycle (Dean and HC personnel)

Objective 6.2 Develop a baseline of current Honors course offerings across campus.

Action step 6.2.1 – Complete inventory of current 2014-15 courses (Assistant Director of Honors Pgm)

Action step 6.2.2 - Share inventory list with college personnel early fall term (Assistant Director of Honors Pgm)

Action step 6.2.3 – Establish in-house student database by Dec. 2015 using Microsoft Access (Dean)

Objective 6.3 Establish protocols for assessing faculty effectiveness.

Action Step 6.3.1 – Establish pay incentive for faculty teaching Honors Courses (Dean, Associate Dean)

Action Step 6.3.2 – Visit Academic Departments on both campuses to establish or renew Honors plans and Relationships (Dean, Associate Dean)

Action Step 6.3.3 – Create faculty/Honors Teaching Agreement (Associate Dean)

Action Step 6.3.4 – Get signed agreements from Honor's faculty to send copies of student evaluations to the Director of the Honors Program (Associate Dean & Director of Honors Program)

Objective 6.4 Annually assess identified Honors College activities according to the Honors Assessment Plan.

Action Step 6.4.1 – Collect data and create report on yearly Honors College sponsored activities (Directors)

Action Step 6.4.2 – Present report with suggestions for improvements And/or removal of HC activities at annual assessment mtg (Directors)