

Annual Reports: Gathering Your Data, Telling Your Story, Selling Your Program

Suggestions for inclusion in the annual report:

Front matter

- Director's Introduction
- About the Program and Mission Statement
- Core Values of the Honors Program/College

Honors Student Information

- Enrollment and Program Admissions
- Admissions Criteria (cohort)
- Average ACT Scores and Average GPA (cohort)
- Honors student geomarket and college dispersion
- Honors student gender and ethnicity

Retention and Program Completion Rate

- Freshman retention
- Academic standards for program retention
- Honors student overall average GPA
- Honors graduates
- Completion rate
- Criteria for determining levels of honors
- Fall Honors graduates
- Spring Honors graduates
- Senior Theses abstracts
- Senior teaching seminars
- Service learning projects
- Honors Program graduates with a distinguished international designation
- International studies programs and language completion
 - Honors graduates high school backgrounds
 - Honors stipends and awards and student achievements
- University honors program stipends and awards
- University honors program students receiving university awards
- University honors program student membership in National Honors Societies
- Departmental honors and graduate/professional school
- Senior plans after graduation
- Honors graduate geomarket
- Traditional/Nontraditional students
- Honors graduate gender and ethnicity
- Honors graduate college dispersion and senior options

Honors Faculty

- Associated faculty recruitment
- Desirable features of an Honors Seminar
- Fall Faculty
- Spring Faculty
- Faculty development
- University honors program full – time faculty achievements

Program Administration and Governance

- University honors program board/council members
- Institutional resource allocation for honors
- Academic advisement and student files
- University-wide affiliations
- Cross listed courses
- Departmental honors theses
- Information on the honors student advisory council
- Officers and members
- Honors student advisory council activities

Program Curriculum and Co-Curricular Features

- Fall honors curriculum and seminars
- Spring honors curriculum and seminars
- Summer honors seminars
- Academic events
- University honors program lectures and presentations
- University honors program thesis/project presentations
- Co-sponsorships
- Presentations by honors program faculty and students at NCHC and regional conferences
- Presentations by honors program faculty and students at conferences or in conjunction with seminars

Honors Alumni and Friends

- Honors alumni activities
- Selected alumni accomplishments
- Honors program gifts and donors
- Honors at branch campuses
- Important websites for additional information on the honors program

Appendices

- University honors program senior survey results
- University honors program faculty evaluation summaries