



# Northeast Regional Honors Council

Dedicated to the Engagement and Support of Honors Undergraduate Learning

**Business Meeting**  
**Friday, November 8, 2019**  
**New Orleans**  
**Grand Couteau**  
**4:00 PM to 4:50 PM**

## **Establish Quorum**

- |    |  |                   |
|----|--|-------------------|
| 1. | Welcome and Call to Order                        | Kathryn MacDonald |
| 2. | Approval of Spring 2019 Business Meeting Minutes | Richard Cohen     |

## **Reports of Officers and Board Members**

- |    |  |  |
|----|--|--|
| 3. | Executive Treasurer's Report           | Michael Tasto                          |
| 4. | Baltimore Conference Recap             | Kathryn MacDonald and Anthony DeLuca   |
| 5. | Albany Conference Update and Proposals | Irina Ellison and Kathryn MacDonald    |
| 6. | Student Representatives Report and SAC | Taylor Bennett and Bryan Pimentel      |
| 7. | Faculty Representatives Report         | Linda Kobylarz and AnnMarie DelliPizzi |
|    | a. Scholarships and Funding            |  |
|    | b. Big Picture/Consultants' Corner     |  |

## **Unfinished Business**

- |     |                                   |                   |
|-----|-----------------------------------|-------------------|
| 8.  | Proposed Membership Dues Increase | Kathryn MacDonald |
| 9.  | Strategic Plan                    | Kathryn MacDonald |
| 10. | NRHC Journal – <i>Illuminate</i>  | Kathryn MacDonald |

## **New Business**

- |     |   |  |
|-----|---|--|
| 11. | Future Conference Sites                 | Michael Tasto and Kathryn MacDonald    |
| 12. | Spring 2020 NRHC Board Elections –      | Kathryn MacDonald                      |
|     | a. Faculty Representative (1)           |  |
|     | b. Vice President                       |  |
|     | c. Student Representatives (2)          |  |
| 12. | Proposed Amendments to the Constitution |  |
|     | a. Webmaster                            | NRHC Board                             |
|     | b. Immediate Past President             | NRHC Board                             |
|     | c. Member Proposal                      | Ross Wheeler, Queens Community College |



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## **Business Meeting Sunday, April 14, 2019**

7:30 a.m. - 8:30 a.m.

Omni Hotel Providence, Bristol Room

1. Welcome and call to order Anthony DeLuca
  - Tony called the meeting to order at 7:33am
  - Tony thanked everyone for attending the conference, their student presentations, and for attending the business meeting.
  - Tony spoke to the amazing growth of the conference over the past couple of years and the need to “professionalize” the organization – for example having insurance.
  - Tony praised the board for how the organization has evolved over the past year and work that’s been done to secure the financial viability of the organization.
  - Tony spoke to the desire for transparency from the Board.
  - Tony thanked Mike Tasto and Kat MacDonald for all the hard work they’ve put in the past year.
  - The Executive Board introduced themselves.
  - Attendees introduced themselves.
2. Approval of Fall 2018 Business Meeting Minutes Richard Cohen
  - Due to a computer snafu the minutes from the Fall business meeting were lost. Rich apologized.
3. Annual Report Kat MacDonald
  - Kat distributed the annual report and reviewed the contents of it.
4. Executive Treasurer’s Report Mike Tasto
  - We’re projected to have a profit of \$30,000, \$10,000 more than last year. The projection is to have a profit of \$60,000 next year.
  - The goal is to have a reserve fund of \$1,000,000 in order to offer increased scholarships while having an emergency fund in case of a bad year.
  - Insurance was \$1,500 for the conference and \$400 from the hotel, very affordable numbers.
  - We’ll be at the Albany Hilton next year and the rates will be exactly the same.
  - The plan is to have the same exact rate the following year.
  - There is a proposal to increase the institutional membership from \$100 to \$200.
  - We have about 80-90 institutions paying the fee. Getting more institutions involved would obviously improve the organization’s bottom line.



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- Stipends to Board members that were discontinued in the past have been reinstituted
- Mike feels it's important to offer them as a small thank you for the immense work the Board puts in. Mike plans on continuing them as long as he's the treasurer and he feels that they don't impact the financial stability of NRHC.
- Mike had an accounting class at his institution go through our taxes and clean up some issues. There was roughly \$60,000 in uncashed checks that needed to be addressed. Jim left us in a fantastic position but there were still some things that needed to be cleaned up. Mike is going to have a student put all our records into QuickBooks that will improve the record keeping of the organization.
- Mike spoke about how expensive food and beverages were. He spoke about how if our fee structure had remained static from previous years we would have lost money.
- Mike and Kat made sure we barely went over our food/beverage minimum which was our goal.
- Mike spoke about how we bought our own projectors to save significant money moving forwards.
- AV bill was slashed from \$24,000 to just under \$7,000.
- Moving forwards AV will be available in all rooms.
- Next year we are going to buy laptops to have them available in all rooms.
- Mike spoke about how hotels are usually required to provide 3% more than what we confirm.
- We lowered our number 3% in order to provide a cost savings of \$1,800.
- 75 people didn't show up for lunch.
- We may be able to drop our confirmed number even further.
- Linda moved to accept the treasurer's report. It was seconded.
- A question was asked about applying for a tax exemption. Mike said it's on his list to address in the future.
  - Several members spoke about how we've had tax exemption in the past.
- Ross Wheeler asked about exactly when the stipends were discontinued. Jim had been issuing stipends of \$2200 plus \$600 for travel for Secretary/Treasurer, President, and Web Editor. Mike stated that the stipends are now \$5000 for each position other than faculty/student reps.
  - Previous board members discussed the tough decisions that had gone into offering stipends in the past. They are concerned about the precedent of offering such rich expenditures.
  - A brand new member to the organization spoke about the wonderful experience their 13 students had. She spoke about two models for organizations that generally are followed:
    - Board members that essentially donate their time and/or have small stipends.
    - Have a central office with a paid administrative staff that handles all the work.
  - She spoke about the importance of offering the stipends.
  - Tony spoke about how he wasn't comfortable with the stipends when they first were suggested but he sees how Mike has made the organization able to offer them. When Tony volunteered to be VP, he spoke how not a single other person was willing to volunteer at that time. People probably won't volunteer for the amount of money the stipends are, but it at least provides some incentive and a way of saying thank you.
  - Mike highlighted that there are no longer travel reimbursements, they were folded into the stipends.



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- A person spoke to how her students felt that there wasn't enough food and had to spend money that they won't be reimbursed. She spoke about how uncomfortable she is paying the Board stipends.
- Linda spoke how the reps' stipends are \$1,000. Linda spoke to how her summer trip to Baltimore was well over \$600 to attend the summer meeting eating up a sizeable chunk of her stipend. It's important to have strong leaders that will run the organization more like a business to keep it solvent. Linda spoke about how she admires the work that Mike has done.
- Tony spoke how this was a transitional year in terms of food and other items offered. This will be addressed in future years mainly due a contract that wasn't as favorable as it could have been this year. This was an issue that Mike inherited and had to address to the best of his abilities. We'll see the benefits of this in future years.
- Another member spoke to the importance of stipends in order to diversify membership on the Board. Not everyone is in a position to self-fund Board participation. She also spoke to not being in favor of a "no cancellations" policy because not all schools have the budget to support that. Tony asked for one last question in the interest of time.
- The treasurer's report was accepted.

## 5. Baltimore Conference Recap

Kat MacDonald

- Kat spoke about the record number of cancellations that occurred this year and the need to devise a cancellation policy for future year.
- Cancellations cost the organization a sizeable sum of money and rob other students from the chance to present.
- Baltimore ended up being the second largest conference to date.
  - Original room block was 627 and was revised upward to 714 (it initially sold out in 24 hours).
  - Kat highlighted the room breakdown.
  - Kat highlighted the fact that anyone who asked for a room after it initially sold out was able to eventually get a room.
  - The hotel will eventually give us a full report of how many cancellations there were. We are only allowed an 80% cancellation rate.
- Kat spoke about the prohibitive cost of food.
  - We negotiated a \$55,000 minimum of food expenditures in order to secure a discount on room rates.
  - Lunch was initially \$54/person
  - Dinner was from between \$60-84/person
  - Kat was able to negotiate the price of the food downwards and get a discount.
  - We were supposed to have a company helping us negotiate food but they weren't effective so Kat took on that responsibility.
  - Kat spoke to the fact that in the future the Board will lock in food rates before signing a contract.





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- Kat thanked the local hosts.
  - 9 organizations (largest ever) were involved.
  - The local hosts funded 2/3 of the program cost.
  - We used independent interpreters who did a fantastic job and ultimately saved us money.
- We are going to do our best to send out the conference survey this week.
- Changes to the conference this year included the author talk and book signing, student caucus and consultants corner were moved to the middle of the day on Saturday, and the business meeting on Sunday morning.
- The awards ceremony will be held at 10am.
- Kat thanked Nathalie for her amazing work on the program.
  - The program was 12 pages longer than last year.
  - There were more sponsors this year than last year.
- Organized transportation passes ended up not being worth the logistical issues and won't be offered in the future.
- The lanyards were \$0.17 cheaper than last year.
- Nathaniel and Chantal spoke about the student events.
  - They went very well. Lots of great feedback at the student caucus.
    - Nate spoke about how many students came up to him during the conference to voiced their support and interest in participating as Reps next year.
    - Chantal echoed Nate's thoughts. She spoke about how the Gala improved drastically from previous years. People were dancing all night long and many didn't want to leave at the end. Chantal thanked everyone for the opportunity to serve.

## 6. Member Involvement

Helen Margaret-Nasser

- Helen spoke about the fact that the summer planning meeting was extended to two days to allow extra time for organizational planning beyond just conference planning.
- Helen asked for members to volunteer for a strategic planning subcommittee. The ideal is to present a full strategic plan in Albany. The commitment will be meetings by whatever technological means are best. Tony will chair the subcommittee.
- Helen said that there are now clearer job descriptions for each position. We now have a drop box for better record keeping.
- A conference planning guide has been developed.
- A question was asked whether Jim gave us CDs that contained all records from previous board members. Tony said we did not get them but we'll ask Jim.
- Helen thanked everyone for their hard work over the past four years.

## 7. Upcoming conference sites

Kathryn MacDonald



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- We'll be in Albany in 2020.

## 8. Spring 2019 NRHC Board Elections:

Kathryn MacDonald

- Kat spoke about the importance of having people step up into leadership positions.
- Descriptions were given and read for each position but people were directed to read the constitution for a full description of each position.
- A motion was made to open nominations and was seconded.
  - a. Faculty Representative (1)  
Anne Marie Dellipizzi from Dominican College nominated herself.
  - b. Webmaster  
Ann Bomberger from Gannon University nominated herself.
  - c. Vice President  
Chris Brittan from Ramapo College nominated himself for Vice President.
  - d. Student Representative (2)  
Irina spoke about all the various ways that students can get involved. Other than Student reps, students can also join the Student Activities Committee, the logo competition, and the new NRHC journal.

A list of students interested in various positions was obtained during the caucus and those students will be contacted. Solicitation for additional student participation will also be sent out.

- Chris made a motion to change the name of the Web Editor position to the Web Coordinator position. No vote was needed.
- Chris made a motion to change the term of the Web Coordinator position from 2 years to 3 years. This requires a change to the by-laws. A job description will be written and distributed for the position. The process laid out in the constitution will be followed to enact the change.

## Save the Dates:

NCHC 2019:

Wednesday, November 6, 2019 - Sunday, November 10, 2019

New Orleans, Louisiana.



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NRHC 2020:

Thursday, April 2<sup>nd</sup>, 2020 – Sunday, April 5<sup>th</sup>, 2020.

Albany, New York

We need local hosts.

Next year is the anniversary of Women's Suffrage so we're thinking of something along the lines of, "Finding Your Voice".

- A discussion was held as to proper policy on how to open the election for the dues increase.
- The Board will follow the procedure as detailed in the constitution.
- A motion was made to adjourn the meeting. It was seconded and approved.

*Respectfully submitted,*  
*Richard Cohen*

# NRHC Treasurer's Report

November 8, 2019

New Orleans, LA

\_\_\_\_\_ Balance (July 1, 2018) .....\$154,935.90  
\_\_\_\_\_ Balance (November 9, 2018) .....\$154,341.04

Opening Balance (July 1, 2019) .....\$169,177.97  
Current Balance (November 1, 2019) .....\$176,545.73

- Major Financial Accomplishments from 2018-2019
  - NRHC Insurance for the Annual Meeting and NRHC Executive Board
  - All Tax Returns are current.
    - 2018-2019 returns are currently being worked on by SNHU students (with an Accounting Professor).
  - All financial information is being entered into QuickBooks
    - SNHU students (with an Accounting Professor).
  - Accounting students will be applying for NRHC tax exempt status with NY for the 2020 Albany Conference (\$5,000 to \$7,000 Savings)
  - Cost Stability established:
    - \$295 Conference Registration
      - Baltimore, 2019, Albany 2020, and ?????, 2021.
    - \$179/night Hotel
      - Baltimore, 2019, Albany 2020, and ?????, 2021.
  - Baltimore 2019 was profitable!!! Albany is projecting for an Increase.
    - Savings from AV Asset Purchases.
  - 2 Accounts are past due – 1 sponsorship for \$500 and 2 registrations for \$790. In Previous Years – \$10,000 ++
  - 2019/2020 Invoices have been mailed out!
- Proposed Institutional Membership increase from \$100 to \$200.
  - This needs to be voted on by the membership.
  - These are necessary changes to ensure leadership and financial stability for the future of the NRHC.
  - NRHC vs NCHC Cost Comparison...
  - NRHC intends to invest \$100,000 into a low-risk account that earns interest – providing funds for scholarships to attend NRHC.
    - Goal is to add \$100,000 every 2 years to the fund and in 18 years have \$1,000,000 earning \$30 - \$50,000 in interest or returns to provide more scholarship opportunities for students.
- Detailed analysis will be provided at the Albany, NY annual conference in April 2020.

## Contact Information:

*Michael T. Tasto, Ph.D.*

*Professor of Economics*

*Chair – Department of Finance and Economics*

*Treasurer – SNHU Professional Employees Association*

*Treasurer – Northeast Regional Honors Council*

*SNHU, 2500 North River Road, Manchester, NH 03106*

*(603) 668 – 2211 x3327, m.tasto@snhu.edu*

# #NRHC2019 Conference Recap

*Prepared by Kathryn MacDonald, President-Elect and Conference Co-Chair*

## Proposals, Acceptances, and Cancellations

- 465 proposals received by extended deadline; 411 proposals accepted .
- As of March 26, 2019, there were **45 cancellations**. Many of the cancellations came before the early-bird registration deadline, so this is approximately \$13,000 in registration fees forfeited.
- NRHC would like to investigate the option of a cancellations policy.

## About #NRHC2019

- Planning began shortly after #NRHC2018 ended in Providence. The Executive Board convened in Baltimore in July to begin planning the conference.
- *The Hyatt*
  - The room block closed within 24 hours of opening. To that end, additional rooms were added to the block to expand it. The original block was 627 rooms.
  - We conducted a survey to see if more people wanted rooms, and several institutions responded. An addendum to the hotel block was negotiated to 714 rooms
  - Food costs at the Hyatt were prohibitive. While a \$55,000 food and beverage minimum was negotiated, the cost per plate for dinner/lunch is exceedingly high. For example:
    - Lunch options begin at \$54 pp
    - Dinner options begin at \$60 pp
  - The Executive Board was able to negotiate flat rates for meals as follows:
    - \$48 pp for Friday dinner
    - \$38 pp for Saturday buffet lunch
    - After deducting the costs of dinner and lunch from the \$55,000 minimum, the remaining funds (approximately \$7000) was divided (before taxes, gratuities, and service fees) between the two breakfasts and student social.
    - A 15% prevailing discount on all banquet menus was also negotiated (originally it was 10%).

- Going forward, all of our contracts will have set meal prices to avoid having such limited options. NRHC wants to continue to provide as many meals as possible to attendees.
- *Local Hosts*
  - 9 local host institutions—our biggest yet! Thank you to Bruce Thompson (Frederick Community College) for chairing the committee and to all its members.
  - The committee members included: Sabrina Williams (Frederick Community College); Natasha Cole-Leonard and Adrienne Washington (Community College of Baltimore County); Karen Hoffman and Craig Laufer (Hood College); Bryn Upton (McDaniel College); Darryl Peterkin (Morgan State University); Stacia Kock (Salisbury University); Abram Fox, Alison McCartney, and Rhiannon Rio Napoli (Towson University); Sally Farley (University of Baltimore); and Jodi Kelber-Kaye (University of Maryland Baltimore County).
- *Interpretation*
  - Shirley Shultz-Myers helped to book independent interpreters after an agency backed out of the signed agreement. While challenging and worrisome, coverage was found and it ended up providing a cost-savings to NRHC.
- *New Conference Features*
  - Author Talk & Book Signing (Thursday evening)
  - Power Networking Hour (Friday Morning)
  - Change in schedule—Student Caucus and Consultants' Corner after lunch and before Sessions III and IV; Business Meeting moved to Sunday morning
- *Awards*
  - Student of the Year at a 2-Year Institution
  - Student of the Year at a 4-Year Institution
  - Honors Professional of the Year: Faculty Category
  - Honors Professional of the Year: Honors Administrator Category
  - Recognition of Student Activities Committee Members
  - Art Show Winner
  - Cover Art Winner
- *Conference Program*

- Designed by Nathalie Waldschmidt —thank you!
- 12 pages longer than last year; 75 more copies ordered (Thank you to Salisbury University for sponsoring two-thirds of the cost for the program!!)
- *Other Features*
  - Sabrina Williams helped to organize 2-day transportation passes. 181 conference attendees reserved passes. While this was a good offer, NRHC won't do something like this again. Invoicing for passes, collecting \$4.20 for each one, and picking up passes was challenging.
  - T-shirts and lanyards to convey "Baltimore" theme were purchased. There was a cost savings on the lanyards from last year (17 cents saved per lanyard.)
  - A Visit Baltimore landing page was created for NRHC, thanks to Sabrina:  
<https://baltimore.org/groups/northeast-regional-honors-council-conference>. (See screen shot below.)

# NRHC 2020 Albany, NY

## Finding Your Voice: Speaking Truth to Power

### Local Hosts

- Tonya Moutray and Nate Green, Russell Sage College
- Hui-Ching Chang, University at Albany
- Heather Chase, Hudson Valley Community College
- Kelly Yacobucci, SUNY Cobleskill
- Casey Raymond, SUNY Oswego

**City As Text Keynote Speaker:** Andor Skotnes, Professor of History, Russell Sage College

### City As Text Strands

- Women's Voices
- Voices for Freedom
- The Power of Patriotism
- The Immigrant Experience
- Early Voices
- Environment and the Urban Landscape
- Religious Voices
- Truth in Agriculture

**Keynote Speaker:** TBA

### Conference Schedule Updates

- Thursday Evening 7 pm-8 pm followed immediately by Student Social and Big Picture Discussion
- Consultant's Corner: Friday, 5-6 pm (students will be attending Expo and Networking)
- Business Meeting and Student Caucus: Saturday, 1:30-2:30, immediately following Presidential Luncheon





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## Important Dates

Please keep in mind the following dates (subject to change):

- Friday, November 15: Call for Proposals closes
- Sunday, December 15: NRHC Minority Scholarship Applications Open
- Tuesday, January 14: Cover Art Submissions Due
- Wednesday, January 15: NRHC Minority Scholarship Applications Close
- Monday, January 20: Early Bird Registration Opens
- Monday, January 27: Hotel Block Opens at 12 p.m. EST
- Friday, January 31: NRHC Minority Scholarship Notifications Sent
- Friday, February 21: Student of the Year and Faculty/Staff of Year Nominations Due
- Monday, March 2: Early Bird Registration Closes
- Thursday, April 2: #NRHC2020 Begins!

## Important Details for Student Proposers

- All poster, paper, and roundtable presenters will have to identify a strand for their proposal.
- Art Gallery proposers may opt in to participate in a artist panel, which would take place on Saturday (in addition to the normal Friday night art exhibition).
- All paper presentation rooms will have A/V equipment.

## Important Details for Directors, Faculty, & Staff

Don't forget, **YOU can also make a submission** to #NRHC2020 by submitting a proposal to the **Idea Exchange**. This category is inspired by the NCHC Idea Exchange.

## Conference Registration

*Early Bird Registration Rate: \$295 per person*

Early Bird Registration Opens: Monday, January 20

Early Bird Registration Closes: Monday, March 2

*Registration Rate: \$320 per person*

Registration Opens: Tuesday, March 3

Registration Closes: Friday, March 20

*On-Site Registration Rate: \$395 per person*

## Hotel Information

*Hotel Room Rate: \$179 per night for any occupancy (single to quad)*

Hilton Albany  
40 Lodge Street  
Albany, NY 12207  
518.462.6611

Hotel Block Opens: Monday, January 27 at 12:00 p.m. EST

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Please note that the Hilton will not accept any reservations prior to the date and time above. We have worked hard to negotiate a reasonable room rate per night for our conference attendees. However, we are unable to control the number of rooms that are offered with one king-sized bed or two double-beds. Room type is determined by the hotel.

The Hyatt does offer the following to our attendees:

☐ \$11.00 discounted self-parking for overnight guests, subject to availability in on-site facility ☐ Complimentary Standard Internet is provided in all guest rooms.

### Find us online!



[nrhchonors.org](http://nrhchonors.org)



[@nrhchhonors](https://www.instagram.com/nrhchhonors)



[@nrhchhonors](https://twitter.com/nrhchhonors)



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## **A Note From Your Student Reps**

Friday, November 8th, 2019

Dear Honors Deans, Directors and Students:

We hope you are enjoying the beautiful city of New Orleans at this year's NCHC conference. We would like to use these next couple of minutes to introduce ourselves and share with you our student events planned for the NRHC 2020 conference in Albany, New York. We are Taylor Bennett and Bryan Pimentel, your excited and enthusiastic 2020 NRHC Student Representatives! We are both excitedly anticipating the beginning of conference to see our events and activities we have planned come to life!

This year, we want to make sure that everyone is feeling just as excited and connected to this conference as we are. So, we encourage you to follow our social media platforms where you can see different posts of every student event and general information about the upcoming conference. We want the 2020 NRHC conference experience to make each student attending feel welcomed and encouraged as they go to and from each event. So we are starting off with helping them connect through our social media voice! Follow us on instagram (@nrhchonors), facebook (@NRHCHonors) and twitter (@NRHCHonors).

Our main goal for the conference is to create opportunities for students to socialize and network with students from other colleges. We carefully reviewed the 2019 conference feedback from students, and we heard you! We will be aiming to make our events more relaxed, casual, and inviting.

Our kick-off event is on **Thursday, April 2nd, 2020 at 08:00 p.m.** As it is the first night of the conference, we wanted to do a more relaxed social event so that students aren't overwhelmed after traveling to Albany. Therefore, we have decided to begin the student events with an Ice-Cream Social & Game Night and will include games like bingo, roulette, blackjack, craps and Texas Hold 'Em. We will be helping moderate all the games, along with the members of the Student Activities Committee (SAC). We can't wait to meet you!

There will be an Open Mic Night on **Friday, April 3rd, 2020 at 09:30 p.m.**, where we would love to see everyone's talents! Not only does this include singing, dancing, or musical performance, but it includes karaoke, comedy, and any other talents students want to showcase. A sign-up will go out either late February or early March to get an idea of what talent we can expect. Don't worry if you decide to last minute share your talents, on-site sign ups are welcome should you feel moved to perform. We also want to keep the tradition of the NRHC Swag Swap. Therefore, we need each college to bring items from their school with them, such as t-shirts, mugs, bags and other things that you want to swap.

On **Saturday, April 4th, 2020 at 8:30 p.m.**, we have planned the Student Gala with the theme of *Starry Nights*. This will be a great opportunity for students to dress up and meet other Honors

students. We are super excited that we will have our own NRHC photo booth. You will be able to take pics to document your #NRHC2020 experience on the last night of the conference.

Please email us at [nrhstudentreps@gmail.com](mailto:nrhstudentreps@gmail.com) with any questions you might have and we would be more than willing to answer.

Thank you,

Bryan and Taylor

Bryan Pimentel & Taylor Bennett



### **Student Activities Committee**

We are still seeking volunteers to serve on NRHC's Student Activities for #NRHC 2020

For now we would like to thank those students who are already serving:

- AnnaMaria Leal; St. Francis College
- Rhianna Davis; Point Park University
- Ronnae Rahming; Monroe College
- Kelsey Wolfe; Point Park University
- Matthew Wikfors; Ramapo College of New Jersey
- Hailey Burton; Gallaudet University
- Matthew Green; Frederick Community College

If any other students are interested in applying to the SAC, please fill out the form here:  
<https://forms.gle/6ZCL2Nr62CpLhPYp7> .



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## **NRHC Minority Scholarship**

NRHC members are encouraged to submit applications for Minority Scholarships to help cover the cost of conference-related expenses for students who are presenting at the NRHC conference. NRHC will award up to twenty (20) scholarships each year. The Scholarship will provide \$295 to the honors program to be used for the student's conference registration and \$50 directly to the student for other conference-related expenses.

### **Qualifications:**

- Student is currently active in honors at an NRHC member institution.
- Student has a **presentation proposal accepted** for the upcoming conference.
- Student has been recommended by the administrator of the school's honors program or college.

**Fair Distribution:** To ensure scholarship money is spread broadly across the region:

No more than one (1) student from a member institution may receive an NRHC Minority Scholarship in any one calendar year.

- If funds remain after initial distribution, other students from an institution receiving an NRHC Minority Scholarship will be considered.

**Basis of Award:** Scholarships are awarded competitively based on the quality of the application.

### **Deadlines:**

- Application opens – December 15, 2019
- Application deadline – January 15, 2020
- Award notification – January 31, 2020

## **Application Packet**

*The Honors Administrator must submit a complete application, which includes the documents listed below.*

- Student Information Form
- Recommendation/Attestation Form
- A 350 - 500 word essay, written by the student, which addresses the student's educational and career goals, as well as how attending the NRHC conference will support those goals.
- Submission: All application materials should be submitted to the NRHC website. Once institutional membership is verified, the application will be forwarded to the NRHC Scholarship Selection Committee, consisting of the two faculty representatives and one of the two student representatives OR the vice-president.
- The Honors Administrator and student will be notified by email whether or not a Minority Scholarship will be awarded.



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**NOTE: THIS FORM WILL BE ONLINE AT NRHCHONORS.ORG**

## Application for the NRHC Minority Scholarship

### Student Information & Essay

Name: Click or tap here to enter text.

Address: Click or tap here to enter text.

E-mail Address: Click or tap here to enter text.

Phone number where you can be reached: Click or tap here to enter text.

College/university: Click or tap here to enter text.

Major: Click or tap here to enter text.

Title of proposal that was accepted for the NRHC Conference: Click or tap here to enter text.

Type of presentation (poster, paper, round table, idea exchange) \_Choose an item.

Write a 350 - 500 word essay which addresses your educational and career goals, as well as how attending the NRHC conference will support those goals.

Click or tap here to enter text.



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**NOTE: THIS FORM WILL BE ONLINE AT NRHCHONORS.ORG**

## NRHC Minority Scholarship

### Administrator's Recommendation and Attestation Form

Name of Student \_\_\_\_\_ Date: \_\_\_\_\_

The student named above is applying for an NRHC Minority Scholarship. I hereby attest that the student is a minority student. (\*See guidelines below.) \_\_\_\_\_YES \_\_\_\_\_NO

Student's Skills and Qualities	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
This student consistently exhibits leadership skills in a variety of ways.					
This student is motivated to excel academically and generally meets or exceeds expectations for excellence.					
This student communicates effectively and appropriately at all times with peers, faculty, and other staff.					
This student demonstrates positive involvement within the institution and/or the greater community.					
This student collaborates and works well with others when given opportunities to do group activities.					

If you have further comments about this student, please write them below.

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\_\_\_\_\_  
Name of Recommender

\_\_\_\_\_  
Position/Institution

**Please return this form with the Scholarship Application Packet**

**\*Please use the following definition of minority as a guideline for attesting to the minority status of your student:**

The definition of minority group emphasizes these characteristics:

1. The members of the group experience a pattern of *disadvantage or inequality*.
2. The members of the group share a *visible trait or characteristic* that differentiates them from other groups.
3. Minority group members are aware that they share their status with other members of the group.
4. Membership in the group is usually *determined by birth*. (Healy, Stepnick, and O'Brien, 2019, p.11).

#### Reference

Healy, Joseph F., Stepnick, Andi, and O'Brien, Eileen. (2019). *Race, ethnicity, gender, & class*. Thousand Oaks, CA: Sage Publications, Inc.





# Northeast Regional Honors Council

Dedicated to the Engagement and Support of Honors Undergraduate Learning

## ***NRHC 2020 Conference—Input for Big Picture & Consultants' Corner***

NAME (OPTIONAL) \_\_\_\_\_

INSTITUTION (OPTIONAL) \_\_\_\_\_

Please indicate your interest in the following topics for the **Big Picture Discussion** at the 2020 NRHC Conference.

Topic	Very Interested	Moderately Interested	Not Interested
Restructuring Honors Education – Looking at Possible Futures (Impact of Dual Enrollment, AP, Early College, etc.)			
Generation Z and Honors Pedagogy – Challenges and Opportunities			
Honors and Diversity – Listening to the Many Voices of Honors			

Please feel free to suggest other topics.

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Please indicate your interest in the following topics for the **Consultants Corner** at the 2020 NRHC Conference.

Topic	Very Interested	Moderately Interested	Not Interested
Strategies for Recruiting Honors Students to Build Diversity			
Incorporating Honors into STEM and Professional Programs			
Honors Courses – What Makes it Honors?			
Budgeting – Innovative Honors Programming on a Tight Budget			
Honors Annual Report – Is that Enough?			
Retaining Honors Students – What Works?			
Campus Relations			
Honors Advising			

Please feel free to suggest other topics.

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For any of the topics above, including any suggested topic, would you be willing to serve as a consultant for the Consultants Corner? If yes, please indicate the topic.

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Topic: \_\_\_\_\_

## **Proposal #1: Dues Increase**

The NRHC Constitution charges the NRHC Executive Board with formulating policies and taking actions that fulfill the obligations, purposes, and goals of the Region. After careful consideration and extensive review of NRHC's current finances and future goals, the Board is recommending a change in dues. The Board seeks to ensure that NRHC has a sound financial foundation and can provide additional services and resources to members in the future.

The NRHC Executive Board proposes that the NRHC institutional dues be \$200 per year effective July 1, 2020. Dues for affiliated individuals, unaffiliated individuals, and students shall be adjusted according to the guidelines in the NRHC Constitution.

*Discussion of the proposed dues change will be on the agenda of the NRHC Business meeting to be held on November 8, 2019 at the NCHC conference. Of course, all members are welcome to send comments to the Board prior to the meeting. The entire membership will have the opportunity to vote on the proposed dues change electronically.*

**Please note: This vote will take place after the 2020 Albany Conference. This will allow as many members as possible to vote because most institutions pay their dues with conference registration.**

## **Illuminate: The Undergraduate Journal of NRHC**



***ILLUMINATE,  
NRHC'S  
JOURNAL IS  
LIVE TODAY!***

[www.illuminatenrhc.com](http://www.illuminatenrhc.com)

Thank you to the 2019 Illuminate Editorial Board:

- AnnMarie DelliPizzi, Dominican College
- Alaina McKenna, Gannon University
- Kathryn M. MacDonald, Monroe College
- Kyra Moosmueller, SUNY Cobleskill
- Darryl Peterkin, Morgan State University
- Emma C. Sarro, Dominican College
- Briana Stephenson, Molloy College
- Nathalie Waldschmidt, University of Ottawa
- Kelly Yacobucci, SUNY Cobleskill

All undergraduate honors students and recent alumni of member institutions are invited to submit their research or creative projects to be considered for publication in the second volume of *Illuminate*. Each submission should be original and not be published in any other regional or national honors publication. Submissions must be received by Friday, May 8, 2020 to be considered for the fall 2020 edition.

All submissions are double-blind, peer-reviewed. A student is limited to no more than two submissions for each edition of the journal.

Each submission should include a completed application, which can be found [here](#). While identifying information should be included on the application, please remove any identifying information from the actual submission, including name, co-authors, e-mail, faculty mentor and institution. Do not include any identifying information in the file names. All text submissions should be in the form of an editable document, like Microsoft Word. PDF files are not acceptable.

### **Academic Work Guidelines**

The categories for the 2020 volume of *Illuminate* are the same as the categories for academic presentations for the NRHC 2020 conference in Albany, New York. The theme of the conference, and thus the theme of the journal, is Finding Your Voice: Speaking Truth to Power. The theme statement can be found [here](#). The full category descriptions can be found [here](#). In short, the categories are:

- Business, Economics, and Technology
- Education
- History, Politics, and Culture
- Language, Literature, and Philosophy
- Natural Sciences, Psychology, and Allied Health
- Media Studies and the Arts
- Social Sciences (Sociology, Anthropology, Archaeology, Geography, and Jurisprudence)
- Honors Education and Practices

Research papers are limited to a maximum of 5000 words, not including references. Each paper should include a synopsis or abstract, limited to a maximum of 250 words. References should be formatted in either APA or MLA style, depending on the standard for the discipline. Submissions should be double spaced with a size 12 Times New Roman font.

Submissions must include a clear statement of purpose and will be evaluated based on content, analysis, organization, grammar, spelling and formatting.

All digital images should be submitted as jpeg files with a high resolution of at least 300 dpi . Images can be in black and white or color. For images that have been altered in Photoshop or any other program, both the original and altered image should be submitted. Images embedded in documents are not acceptable.

## **Creative Work Guidelines**

The following types of creative projects can be accepted:

- Photography
- Poetry
- Short Fiction
- Creative Nonfiction/Essay
- Fine Art
- Illustrations

Creative works should include a title and an artist's statement, limited to no more than 250 words.

All digital images should be submitted as jpeg files with a high resolution of at least 300 dpi. Images can be in black and white or color. For images that have been altered in Photoshop or any other program, both the original and altered image should be submitted. Images embedded in documents are not acceptable.

Any style of poetry can be submitted.

Short fiction is limited to a maximum of 5000 words, double spaced, size 12 Times New Roman font.

Essays are limited to a maximum of 1500 words, double spaced, size 12 Times New Roman font.

## **SEND US YOUR SUBMISSIONS**

To submit for the 2020 Edition of *Illuminate*, students can visit this form:

<https://forms.gle/EsPdnQHBxGfqha7HA>

Submissions will be due in May 2020

## NRHC 2020 Board Elections

### *Join the NRHC Board! Nominations and Elections!*

Please do consider running for a position, and/or encourage your students to run. This work is extremely meaningful insofar as it directly benefits honors students in the region by providing them with professional, academic and experiential opportunities. Further, for those of you needing external service for tenure and promotion purposes, please consider that Executive Board service is a gratifying and meaningful way to boost your CV.

- If you are (or if your student is) interested in running for one of the following Executive Board positions, please send me the required candidacy information, which includes a candidate's statement and a headshot
- *Student candidates* must secure a letter from their directors affirming program/institutional commitment to support travel expenses to attend the three meetings of the executive board (July site planning meeting, fall business meeting during the NCHC conference, and the *Albany* conference). This letter must be included with the candidate's statement and headshot. Please note that NRHC will provide a \$1000 stipend to each student representative; these funds can offset the cost to travel throughout the term.
- Elected candidates are strongly encouraged to attend the summer planning meeting (date TBD), Elected candidates are also expected to attend the upcoming NCHC conference and attendance at the NRHC conference is required. Each executive member receives a stipend.

Note: If you wish to nominate someone else, please secure that person's agreement to run before submitting his/her name to me at this email address.

The following positions are up this election period:

**Vice President (1 open position):** Elected for a one-year term and shall be a member of the faculty or administration of any member institution in the Region. The Vice President shall succeed automatically to the office of President-Elect upon the election and installation of the new Vice President. The Vice President shall succeed to the office of President-Elect should that office become vacant. The president-elect co-chairs the organizing of the annual regional conference; the service of vice-president, president-elect, president, and immediate past president is a four-year commitment to the region.

**Faculty Representative (1 open position):** Elected to a two-year term by a vote of the membership of the Region. Faculty Board Representatives may serve no more than one consecutive term.

**Student Board Representatives (2 open positions):** Elected to a one-year term by a vote of the membership of the Region. Student Board Representatives may be elected to additional one-year term. The two student representatives plan three key student socials (Thursday, Friday and Saturday evenings) of the conference, advertise to students, advise students on what to expect, maintain the region's Facebook page with text and photos, and may coordinate with local student volunteers to help with City-as-Text, the registration table, and other tasks as needed.

You can find the *NRHC Constitution and By-Laws* here: <http://nrhchonors.org/wp-content/uploads/2015AprilConstitutionByLaws-1.pdf>



## **New Business: Proposals to the NRHC Constitution**

### **Proposal #2: Constitutional Amendment to WebMaster Executive Board Position**

The membership will vote on several changes to the position of “WebMaster.” The position of WebMaster would be renamed “Web Coordinator,” and the tenure of the position would be extended from two years to three years. This name change would be made in all official documents where the position is mentioned, including the Constitution and By-laws. Should this change be put into effect, the current Web Coordinator’s term will be extended from two years to three. This term would equal that of the Executive Secretary and Executive Treasurer and would ensure continuity within the position. The newsletter duties would be removed from the position, as the council has opted for an ongoing news and events section of the website. They will be replaced with the Call for Proposals and Conference Registration processes.

Following is the current wording in the Constitution:

ARTICLE V. Newsletter Editor/Webmaster - The Editor of the Northeast Regional Newsletter/Webmaster shall be elected to a two-year term by a vote of the membership of the Region. In the event of a resignation during the term of office the Executive Board is empowered to appoint someone until the next annual election. The Editor/Webmaster is expected to have a working knowledge of web design/publishing and social media. The Editor/Webmaster is responsible for the creation and maintenance of the Council's website and web-based newsletter. Constitution Required Revisions 04/04/2011

Following is the proposed new wording in the Constitution:

ARTICLE V. Web Coordinator - **The Web Coordinator shall be elected to a three-year term** by a vote of the membership of the Region. In the event of a resignation during the term of office, the Executive Board is empowered to appoint someone until the next annual election. **The Web Coordinator is expected to have a facility learning new technologies and a working knowledge of web design and logistics. The Web Coordinator is responsible for the creation and maintenance of the Council's website, the Call for Proposals, and the Conference Registration process.**

*Discussion of the proposed change will be on the agenda of the NRHC Business meeting to be held on November 8, 2019 at the NCHC conference. Of course, all members are welcome to send comments to the Board prior to the meeting. The entire membership will have the opportunity to vote on the proposed changes to this executive board position.*

### **Proposal #3: Constitutional Amendment – Addition of Office of Immediate Past President to the NRHC Executive Board**

Although the NRHC Executive Board has traditionally included the office of Immediate Past President, that is not specifically stated in the Constitution. This proposed amendment seeks to officially add the position to the Board. Discussion of the proposed change will be on the agenda of the NRHC Business meeting to be held on November 8, 2019 at the NCHC conference. Members are welcome to send comments to the Board prior to the meeting. The entire membership will have the opportunity to vote electronically on the proposed amendment.

#### **Current Wording in the Constitution:**

##### **ARTICLE IV. Officers and Their Duties**

The officers shall be a President, a President-Elect, a Vice President, an Executive Treasurer, and an Executive Secretary. The President, the President-Elect, and the Vice-President, may not be elected to a second consecutive term of office.

Constitution Required Revisions 04/11/2015

Section 1. The President shall be the immediate past President-Elect and shall hold office for one year until a successor is installed. The President shall preside at meetings of the Region, appoint committees, propose policies and projects which fulfill the obligations and purposes of the Region, and preside over the Executive Board.

Section 2. The Vice President shall be elected for a one-year term and shall be a member of the faculty or administration of any member institution in the Region. The Vice President shall succeed automatically to the office of President-Elect upon the election and installation of the new Vice President. The Vice President shall succeed to the office of President-Elect should that office become vacant.

Constitution Required Revisions 10/20/2000

Constitution Required Revisions 10/28/2005

Section 3. The Executive Treasurer shall be elected for a term of three years and shall be a member of the Region. The Executive Treasurer may be re-elected to a second three-year term. Together with the Executive Secretary, the Executive Treasurer shall maintain and publish a current membership list including names and addresses of institutional representatives, and shall serve as liaison with the National Collegiate Honors Council. The Executive Treasurer shall collect and manage all Regional funds, and may sign contractual obligations on behalf of the Region or may designate another officer or standing committee chair to do so. The Executive Treasurer may approve fiscal and contractual obligations of less than \$501. Fiscal and contractual obligations greater than \$500 but less than \$1001 require approval of the Executive Treasurer and the President or the President's designee. Fiscal and contractual obligations of over \$1000 require the approval of the Executive Board.

Section 4. The Executive Secretary shall be elected for a term of three years and shall be a member of the Region. The Executive Secretary may be re-elected to a second three-year term. Together with the Executive Treasurer, the Executive Secretary shall maintain and publish a current membership list including names and addresses of institutional representatives, and shall serve as liaison with the National Collegiate Honors Council.

**Proposed Amended Wording to the Constitution:**

ARTICLE IV. Officers and Their Duties

The officers shall be a President, a President-Elect, a Vice President, **an Immediate Past President**, an Executive Treasurer, and an Executive Secretary. The President, the President-Elect, and the Vice-President, may not be elected to a second consecutive term of office.

Constitution Required Revisions 04/11/2015

Section 1. The President shall be the immediate past President-Elect and shall hold office for one year until a successor is installed. The President shall preside at meetings of the Region, appoint committees, propose policies and projects which fulfill the obligations and purposes of the Region, and preside over the Executive Board.

Section 2. The Vice President shall be elected for a one-year term and shall be a member of the faculty or administration of any member institution in the Region. The Vice President shall succeed automatically to the office of President-Elect upon the election and installation of the new Vice President. The Vice President shall succeed to the office of President-Elect should that office become vacant.

Constitution Required Revisions 10/20/2000

Constitution Required Revisions 10/28/2005

Section 3. The Executive Treasurer shall be elected for a term of three years and shall be a member of the Region. The Executive Treasurer may be re-elected to a second three-year term. Together with the Executive Secretary, the Executive Treasurer shall maintain and publish a current membership list including names and addresses of institutional representatives, and shall serve as liaison with the National Collegiate Honors Council. The Executive Treasurer shall collect and manage all Regional funds, and may sign contractual obligations on behalf of the Region or may designate another officer or standing committee chair to do so. The Executive Treasurer may approve fiscal and contractual obligations of less than \$501. Fiscal and contractual obligations greater than \$500 but less than \$1001 require approval of the Executive Treasurer and the President or the President's designee. Fiscal and contractual obligations of over \$1000 require the approval of the Executive Board.

Section 4. The Executive Secretary shall be elected for a term of three years and shall be a member of the Region. The Executive Secretary may be re-elected to a second three-year term. Together with the Executive Treasurer, the Executive Secretary shall maintain and publish a current membership list including names and addresses of institutional representatives, and shall serve as liaison with the National Collegiate Honors Council.

Section 5. The Immediate Past President shall be the past President and shall hold office for one year or until a successor is installed. The Immediate Past President shall serve on committees, assist with the planning of the annual NRHC conference, and oversee special projects as determined by the Board.

*Discussion of the proposed change will be on the agenda of the NRHC Business meeting to be held on November 8, 2019 at the NCHC conference. Of course, all members are welcome to send comments to the Board prior to the meeting. The entire membership will have the opportunity to vote on the proposed changes to the language regarding this executive board position.*



# Northeast Regional Honors Conference Sponsorship Package

Albany, New York | April 2-5, 2020



**Increase your engagement and connect to more than 500 conference attendees. Talk to students and display your materials during all four conference days.**

Sponsorship involvement will allow you to maximize personal contact with all our student attendees. You can choose to have a table during the conference attend the NRHC Expo, or just send us promotional material that we will display on your behalf if you are unable to attend.



# Sponsorship Benefits

Every sponsor of the 2020 conference is recognized. While there are differences in the sizes of advertisements in our official printed program and acknowledgments during the conference, all sponsors will receive the following:

- Full table near registration area to display materials and to meet with honors students and directors/faculty during all four days of the conference
- Exhibit space during NRHC Expo (Friday late afternoon)
- Acknowledgments on NRHC website
- Slideshow of sponsor's logo during NRHC banquet on Friday night

## Full Table Near Registration Area

- During all four days of the conference, sponsors will have access to their own table
- All attendees are required to visit the registration area to pick up conference materials
- Breakout sessions close to the registration area allow students to pass sponsor tables multiple times during the conference



## NRHC Expo

- On Friday, April 3, sponsors can take part in NRHC's Expo from 4:00 p.m. - 6:00 p.m.
- More one-on-one time to distribute materials and connect with students and their advisors
- Being held in the same room as the NRHC Art Gallery will ensure traffic at all times

## Web Advertisement & Social Media

- Placements on NRHC's website will be available months before the conference
- Logo advertisements on conference registration website
- Posts and takeovers available for Facebook, Instagram, and Twitter



# Sponsorship Opportunities

**\$2,500**

## Platinum Sponsor

- Four complimentary conference registrations (\$1,180 value)
- Full page advertisement in printed program
- Primary acknowledgement on conference website and during Presidential Address
- Opportunity to address attendees during Presidential Address
- Recognition as sponsor for the Saturday or Sunday undergraduate research poster presentations
- Full table near registration area to display institutional materials
- Exhibit space during NRHC Expo (Friday afternoon)
- 2 (two) social media takeovers for one day each

**\$1,000**

## Gold Sponsor

- Two complimentary conference registrations (\$590 value)
- Full page advertisement in printed program
- Major acknowledgement on conference website and during Presidential Address
- Opportunity to address attendees during Presidential Address
- Sponsorship of student reception
- Full table near registration area to display institutional materials
- Exhibit space during NRHC Expo (Friday afternoon)
- 1 (one) social media takeover for one day

**\$500**

## Silver Sponsor

- Full page advertisement in printed program
- Acknowledgement on conference website and during Presidential Address
- Full table near registration area to display institutional materials
- Exhibit space during NRHC Expo (Friday afternoon)

**\$250**

## Bronze Sponsor

- Half page advertisement in printed program
- Acknowledgement on conference website
- Full table near registration area to display institutional materials
- Exhibit space during NRHC Expo (Friday afternoon)

## Special Sponsorship Opportunities

In addition to regular sponsorship levels, the following items allow customized logo placement:

- Sponsorship of NRHC conference T-shirts
- 1 (one) sponsorship of water bottles for attendees
- 1 (one) sponsorship of conference lanyards

# Sponsorship Form

Please fill out this form to confirm your chosen sponsorship level. Once completed, please send this form to Nathalie Waldschmidt at [nawaldschmidt@gmail.com](mailto:nawaldschmidt@gmail.com).

Please do not hesitate to contact us with any questions.

## CONTACT INFORMATION:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Contact E-mail Address

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

## Sponsorship Levels:

\$ 2,500 Platinum Sponsorship

\$ 1,000 Gold Sponsorship

\$ 500 Silver Sponsorship

\$ 250 Bronze Sponsorship

\_\_\_\_\_ \$ Other (please specify)

## Payment:

My check is enclosed (make checks payable to Northeast Regional Honors Council)

Please send me an invoice for later payment (usually takes a week or two)

## Special Sponsorship Packages:

Sponsorship of NRHC conference

T-shirts

1 (one) sponsorship of water bottles for all attendees

1 (one) sponsorship of NRHC conference folders

## Return Check To:

NRHC Treasurer c/o Michael Tasto  
Southern New Hampshire University  
2500 N River Rd. Hooksett, NH 03106

Once we receive your completed sponsorship form, we will contact you to discuss event arrangements, sponsorship benefits, and recognition.

**Thank you for supporting the 2020 Northeast Regional Honors Conference.**

## Logos & Print Ads

Files must be high resolution (min. 300 DPI), suitable for print. PDF files are preferred.

For publication in the printed program, all ads must be received no later than March 20, 2020.

1/2 page..... 7.5" w x 5" h

Full page..... 7.5" w x 10" h