Honors College Administrative Roles and Duties

August 2022

DEAN, Peter Parolin

ASSOCIATE DEAN, Leigh Selting

Academic Operations
Dean and Assoc. Dean

Capstone Coordination
Joslyn Cassidy/Tom Grant

Colloquium/Hub
Breezy Taggart
Hosanna Krienke

SOAR
Associate Dean

Marketing/Publicity/Website
Breezy Taggart

Internship, Entrepreneurship
and Research
Chris Rothfuss

Library Resources
Honors Excellence Librarian
Janice Groover-Roosa

Other Activities

Student Success
Li Teng-Director of
Student Success

Advising
Laura Olson, Zach Taylor
Li Teng

High School Institute
Li Teng & Program Asst

Recruitment/Retention
Discovery and Impact Days

Data Generation and
Analysis

Operational Support
Cassidy Tolman
Business Manager

Executive Support to
Dean

Budget and Finances
Reimbursements/Allocation

Academic Scheduling
Course Schedules and Rooms

Dept. Human Resources Rep.
Personnel, uniregs, payroll
paperwork

Front Office/Office Assoc.
Jeanette Lamb

Program Assistant
Coordination of Honors
Events and HSI

First point of contact and Honors inquiries

Book Orders

Weekly Newsletters

College supplies

Guthrie House Room Reservations

IT liaison and tech support

Dean’s calendar

Honors Events-Work with Dean and Business Manager

Summer High School Institute-Report
to Li Teng

• Curriculum Planning-Deans
• Academic Dishonesty-Associate Dean
• Grants and Scholarships-Deans
• Living Learning Community-Deans
• RTP-Dean, assisted by
Associate Dean and Business Manager
• Assessment-Deans