

# HONORS COMMITTEE

## Minutes

Monday, April 6th, 2020  
**ZOOM Meeting**  
**2:30-3:30 PM**

**Type of Meeting:** Regular  
**Note Taker:** Tamira Palmetto Despain  
**Please Review/Bring:** Agenda Packet

Tamira Palmetto Despain	Faculty Co-Chair (present)
Vejea Jennings	Faculty Co-Chair (present)
Dr. Irit Gat	Administrative Member (present)
Rae Agahari	Arts & Humanities (present)
David L. Adams	Career Tech Ed (absent)
Susan Knapp	Counseling (present)
Elinda Parkinson	Health & Safety Sciences (absent)
Linda Parker	Library (present)
Dang Huynh	Math Sciences Engineering (present)
Dr. Mark McGovern	Math Sciences Engineering (present)
Pavinee Villapando	Math Sciences Engineering (present)
Dr. Rachel Jennings-Tafarella	Rhetoric & Literacy (present)
Dr. Matthew Jaffe	Social & Behavioral Sciences (absent)
Dr. Darcy Wiewall	At-Large (absent)
Cynthia Wishka	At-Large (absent)
John Vento	Ex-Officio (present)
VACANT	TAP Representative
Jahlen Pinelo	ASO Representative (present)

Guest attendees: Les Uhazy, Fredy Aviles, Alberto Mendoza, Karen Heinzman  
 Jonet Buchanan, and Nancy Masters.

Items	Action
I. Call to Order and Roll Call	
II. Opening Comments from the Chair	General Welcome from Co-Coordinator to all our guest who were invited to discuss the Honors Convocation and Subject Area Award process.
III. Open Comments from the Public	
IV. Approval of Minutes	2/24/20- tabled
V. COVID-19 & Honors Convocation	<ul style="list-style-type: none"> <li>Discussed the Subject Area Awards Process and what creative ideas we might implement to still celebrate the students and their culmination of the Honors Program Experience.</li> <li>New deadline for Subject Area Awards- May 1<sup>st</sup></li> <li>In light of most Admin Assistants being unavailable- we will need committee assistance to get through the nomination process. John and Mark offered to assist. We will need more assistance in vetting all nominations.</li> <li><b>Committee discussed</b> sending Grad Lists and Subject Area Award Memos directly to the Deans, and having the Deans serve as the</li> </ul>

	<p>“point people” for nominations. They will not be able to distribute the Grad Lists, but can discuss graduating students with their faculty to give them ideas for nominations.</p> <ul style="list-style-type: none"> <li>Ideas included: Moving the Honors Convocation to fall 2020. Vejea will reach out to Dr. Z to discuss commencement software that may be used for commencement 2020. Mailing Subject Areas Awards to students with video messages from nominating faculty.</li> <li><b>Action</b> – Co-Coordinators will distribute Grad Lists to Deans, and Nancy will work with Deans to put names into the Subject Area Award spreadsheet.</li> <li>Guests were thanked for their contributions and invited to leave the meeting.</li> </ul>
<p>VI. Honors (TAP) criteria</p>	<p>Currently we require:</p> <ul style="list-style-type: none"> <li>3.25 GPA</li> <li>6 Honors courses (3 of which must be actual Honors courses)</li> <li>Impact of current requirements – fewer students are able to enter and complete the program</li> <li>Creates inequity for student who may be first generation or disadvantaged – limits the students who can benefit from a Transfer Alliance Program agreements (Honors 2 Honors) brokered by the Honors Transfer Council of California.</li> <li><b>Discussion:</b> General consensus was that in light of the Honors 2 Honors transfer requirements, we should adjust our standards to provide more access for AVC students. Overall, the committee was in favor of reducing the number of required honors units to 15 (standard for Honors 2 Honors agreements), and changing the GPA requirement to 3.0.</li> <li>Areas of concern – many committee members are in favor of the 15-unit honors course requirement, as long as 3 actual honors courses are still required. Those who felt strongly included John, Susan, and Rae. Our Student Rep, Jahlen, expressed how difficult it is for students to complete 3 actual classes, and that this requirement may result in students not being able to complete the program requirements. Those in favor of keeping 3 actual Honors courses, feel strongly that these courses provide a unique and robust experience that will keep students engaged and better prepare them for university. There is also concern voiced by many, that there is little regulation over what constitutes an Honors Option, and therefore no accountability for Honors Option faculty.</li> <li>This discussion will be continued at the next regular meeting 4/27/20. Action will be taken at that time.</li> </ul>
<p>VII. Honors Program Faculty Handbook</p>	<ul style="list-style-type: none"> <li>Recently brought to my (Tamira) attention that the availability of a handbook for new Honors Faculty may be</li> </ul>

	<p>needed. Prof. Saxon reported he didn't realize that when he put his proposal through for a class, he would also be put on the list for Options. He reports being alright with it, but would have liked to have known ahead of time. He had 2 suggestions:</p> <ul style="list-style-type: none"> <li>• 1- Create a Guide/Handbook for new Honors Instructors where is can be easily accessed (on committee webpage?)</li> <li>• 2- Know before they submit proposals that all proposals are for both classes and options.</li> <li>• <b>Discussion-</b> Honors faculty from each discipline should be recruited to provide handbook examples, and discipline specific Honors course information. All items will be sent to Nancy to post to the Honors Committee website.</li> <li>• This discussion will be continued at the next regular meeting 4/27/20.</li> </ul>
VIII. Other Business	
IX. Adjournment	<b>Next meeting 4/27/20 in Zoom at 2:30.</b>

# HONORS COMMITTEE

## Agenda

Monday, April 6th, 2020  
 ZOOM Meeting  
 2:30-3:30 PM

**Type of Meeting:** Regular  
**Note Taker:** Tamira Palmetto Despain  
**Please Review/Bring:** Agenda Packet

Tamira Palmetto Despain	Faculty Co-Chair
Vejea Jennings	Faculty Co-Chair
Dr. Irit Gat	Administrative Member
Rae Agahari	Arts & Humanities
David L. Adams	Career Tech Ed
Susan Knapp	Counseling
Elinda Parkinson	Health & Safety Sciences
Linda Parker	Library
Dang Huynth	Math Sciences Engineering
Dr. Mark McGovern	Math Sciences Engineering
Pavinee Villapando	Math Sciences Engineering
Dr. Rachel Jennings-Tafarella	Rhetoric & Literacy
Dr. Matthew Jaffe	Social & Behavioral Sciences
Dr. Darcy Wiewall	At-Large
Cynthia Wishka	At-Large
John Vento	Ex-Officio
VACANT	TAP Representative
Jahlen Pinelo	ASO Representative

Items	Action
I. Call to Order and Roll Call	
II. Opening Comments from the Chair	
III. Open Comments from the Public	
IV. Approval of Minutes	2/24/20
V. COVID-19 & Honors Convocation	<ul style="list-style-type: none"> <li>Discuss the Subject Area Awards Process and what creative ideas we might implement to still celebrate the students and their culmination of the Honors Program Experience.</li> <li>Assignment of duties &amp; discuss flow</li> </ul>
VI. Honors (TAP) criteria	<p>Currently we require:</p> <ul style="list-style-type: none"> <li>3.25 GPA</li> <li>6 Honors courses (3 of which must be actual Honors courses)</li> <li>Impact of current requirements – fewer students are able to enter and complete the program</li> <li>Creates inequity for student who may be first generation or disadvantaged – limits the students who can benefit from a Transfer program</li> </ul>

VII. Honors Program Faculty Handbook	<ul style="list-style-type: none"><li>• Recently brought to my (Tamira) attention that the availability of a handbook for new Honors Faculty may be needed. Prof. Saxon reported he didn't realize that when he put his proposal through for a class, he would also be put on the list for Options. He reports being alright with it, but would have liked to have known ahead of time. He had 2 suggestions:</li><li>• 1- Create a Guide/Handbook for new Honors Instructors where is can be easily accessed (on committee webpage?)</li><li>• 2- Know before they submit proposals that all proposals are for both classes and options.</li></ul>
VIII. Other Business	
IX. Adjournment	<b>Next meeting 4/27/20 in Zoom at 2:30.</b>

DRAFT

# HONORS COMMITTEE

## Minutes

Monday, February 24th  
L201  
2:30-3:30 PM

**Type of Meeting:** Regular

**Note Taker:** Tamira Palmetto Despain

**Please Review/Bring:** Agenda Packet

Tamira Palmetto Despain	Faculty Co-Chair (present)
Vejea Jennings	Faculty Co-Chair (present)
Dr. Irit Gat	Administrative Member (absent)
Rae Agahari	Arts & Humanities (present)
David L. Adams	Career Tech Ed (present)
Susan Knapp	Counseling (present)
Elinda Parkinson	Health & Safety Sciences (present)
Linda Parker	Library (absent)
Dang Huynth	Math Sciences Engineering (absent)
Dr. Mark McGovern	Math Sciences Engineering (present)
Pavinee Villapando	Math Sciences Engineering (present)
Dr. Rachel Jennings-Tafarella	Rhetoric & Literacy (present)
Dr. Matthew Jaffe	Social & Behavioral Sciences (present)
Dr. Darcy Wiewall	At-Large (present)
Cynthia Wishka	At-Large (present)
John Vento	Ex-Officio (present)
VACANT	TAP Representative
Jahlen Pinelo	ASO Representative (present)

Items	Action
I. Call to Order and Roll Call	Roll taken
II. Opening Comments from the Chair	NA
III. Open Comments from the Public	NA
IV. Approval of Minutes	A. 12/2/19 & 1/22/20 B. Both minutes approved with grammatical corrections to 12/2/19 (corrections made 3/6/20)
V. Subject Area Award (SAA) Criteria	<ul style="list-style-type: none"> <li>• Actions – SAA Memo finalization</li> <li>• Corrections made to Honors Convocation Date (5/8/20)</li> <li>• Removal of “invitation mailed to their home,” in section 3</li> <li>• SAA requirement 1- added one instructor must be from discipline</li> <li>• Created requirement #7 – Students may only receive one Subject Area Award while attending AVC</li> <li>• Date for SAA Memo to be sent to faculty is 2/26/20.</li> </ul>
VI. Honors Option Proposal	Rachel Thibault – PSY 201

	<ul style="list-style-type: none"> <li>Reviewed Proposal: General enthusiasm for the Epigenetics Option. Lots of discussion regarding the fact that many students will find out “bad news.” Prof. Thibault answered this well and discussed how students learning this information can shape their behavior in a more positive way, to change the outcomes for future generations. Discussion concerning adoption and Prof. Thibault has an alternative way of completing the Option where students will just investigate topic related to themselves only. Students will be required to complete both a paper and presentation, and there was concern regarding the absence of a page number range for the paper. The general consensus was that the students will need a hard number, Prof. Thibault agreed to add this component.</li> <li>Action- Vote taken and the proposal was approved unanimously.</li> </ul>
VII. Honors Option Proposal	<p>Fritz Hemker – POLS 203 (proxy for presentation – John Vento)</p> <ul style="list-style-type: none"> <li>Reviewed Proposal: Well received by the committee. There was a lot of excitement about investigating the limitations of the judicial branch. Students will complete both a paper and presentation. Concern over the length of the paper (10-12 pages). The general consensus was this was too long. John agreed to speak with Hemker and have the length reduced to 4-6 pages.</li> <li>Action- Vote taken and the proposal was approved unanimously.</li> </ul>
VIII. Honors (TAP) criteria	<ul style="list-style-type: none"> <li>Brief discussion – tabled till next meeting</li> <li>Currently we require: <ul style="list-style-type: none"> <li>3.25 GPA</li> <li>6 Honors courses (3 of which must be actual Honors courses)</li> </ul> </li> <li>Impact of current requirements – fewer students are able to enter and complete the program</li> <li>Creates inequity for student who may be first generation or disadvantaged – limits the students who can benefit from a Transfer program</li> </ul>
VIII. Other Business	<u>NA</u>
IX. Adjournment	<b>Next meeting 3/23/20 in L201 at 2:30.</b>