

	<h1>Honors Committee Agenda</h1>	<p>Monday, August 28, 2023 ZOOM Meeting 2:30-4:00 PM</p>
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Type of Meeting: *Regular*
Note Taker: Towana Catley
Please Review/Bring: Agenda Packet & Minutes

<p><i>Committee members:</i> Towana Catley, Faculty Co-Chair Dr. Darcy Wiewall, Faculty Co-Chair Christos Valiotis, Dean MSE Administrative Member Rae Agahari, Arts & Humanities David L. Adams, Social & Behavioral Sciences Tamira Palmetto Despain, Counseling & Ex-Officio Elinda Parkinson, Health & Safety Sciences Mike Pesses, Math Sciences Engineering Pavinee Villapando, Math Sciences Engineering Greg Langner, Rhetoric & Literacy Dr. Matthew Jaffe, Social & Behavioral Sciences</p>	<p>Kevin North, At-Large Rachel Jennings Tafarella, At-Large Alberto Mendoza Gonzalez Larreynaga, Adjunct Representative Vejea Jennings, Ex-Officio John Vento, Ex-Officio OPEN, Athletics & Kinesiology OPEN, Library OPEN, Math Sciences Engineering OPEN, TAP Representative OPEN, ASO Representative</p>
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Items	Person	Action
I. Call to Order and Roll Call	Towana & Darcy	
II. Open Comments from the Public		
III. Informational Items <ul style="list-style-type: none"> • Honors Ambassador Orientation • TAP Honors Syllabi Repository 	Towana & Darcy	
IV. Approval of Minutes <ul style="list-style-type: none"> • Approval of Minutes – April 24, 2023 	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
V. Report <ul style="list-style-type: none"> • n/a 	Towana & Darcy	
VI. Action Item <ul style="list-style-type: none"> • Honors Student Mixer Fall date • Honors Option Contract System Revision Process 	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
VII. Discussion <ul style="list-style-type: none"> • Verify Honors Committee Members Term ending • 3.0 Honors TAP vs 3.5 GPA College Honors • Honors TAP Regalia • Honors Student Mixer Fall date • 2023-2024 Committee Goals • 2023-24 Subject Area Awards Memorandum • Honors Option Contract System Revision Process • Phi Theta Kappa Honor Society • Honors space @ Hub 	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>

• Adjournment		
NEXT MEETING DATE: September 25, 2023		



DATE: February 12, 2023

TO: Deans, Directors, Faculty

FROM: Howard Davis, Interim VP Academic Affairs & Dr. Darcy L. Wiewall, Honors Co-Coordinator

SUBJECT: NOMINATIONS FOR 2022-2023 SUBJECT AREA AWARDS

The following are directions for submitting nominations for Subject Area Awards:

1. Nominations for outstanding student academic achievement in subject areas and/or divisions must be made no later than the close of business on **Friday, March 17, 2023.**

Faculty – please forward all nominations to your Dean for approval. Once approved, your Division Administrative Assistant will submit nominations electronically using this link:

[2022-2023 Subject Area Award Nomination Form](#)

Attached are the Subject Area Award Guidelines developed by the Honors Committee. Questions regarding these guidelines should be directed to Dr. Darcy L. Wiewall, dwiewall@avc.edu Office Extension 6902.

2. Deans must submit the following information:

- Student Name/Nominee
- Student ID# (900)
- Subject Area Award/Major
- Student Address
- Student Email Address
- GPA
- Nominating Instructors
- Courses in Subject Area

****SEE REVERSE SIDE FOR REQUIREMENTS****

Subject Area Award Requirements

The following apply for all Subject Area Award Recipients from all campus divisions.

Each recipient must fulfill the following:

1. Receive at least TWO instructor nominations (one of which must be from the Subject Area discipline).
2. Complete at least THREE courses in the relevant subject area.
3. Maintain a grade average of at least 3.5 in the relevant subject area and an overall grade average of at least 3.0 for all course work.
4. Have attended AVC for at least ONE year.
5. Complete or in the process of completing course work related to one of the following goals: AVC Certificate, AVC Degree and/or Transfer Readiness.
6. Must maintain good standing per AVC student code of conduct.
7. Must be receiving a Subject Area Award for the first time (a student may win only one award during their time at AVC).

Conditions: There should be no more than one recipient for each area; however, if two or more students are very close in the above factors, they may all receive awards. The faculty of each division will work with the dean to determine the subject areas for each department.

Exceptions: There may be areas in which the above requirements are not totally practical. The following may be exceptions to the standard requirements (in such cases consultation between the relevant division and the Honors Committee is required):

- Areas in which there may be only one instructor who can nominate students.
- Disciplines in which the three-course minimum is impossible to achieve. In such cases, at least 9 units worth of credit in the relevant subject area could be seen as satisfactory.
- Areas in which the 3.5 GPA is almost impossible for students to achieve. In such instances, top-scoring students should be selected.

NOTE: While the above standards should remain consistent campus-wide, separate divisions may wish to focus on special requirements unique to their departments. Some examples of such requirements might be attendance at seminars, outstanding sportsmanship, or completion of some special project.



Honors Option Contract System Review/Revision Fall 2023

Purpose:

1. Invitation to all faculty who currently provide HO to review & resubmit for approval a current HO proposal.
 2. Invitation to all faculty who are interested in developing HO to submit a proposal
 3. Committee agrees to have a guideline for HO to maintain honors level of work across all HO offered by faculty.
 - a. Creation of HO guidelines?
 - b. Discussion of the expectation of HO work
 - c. What is too little?
 - d. What is too much?
 4. Due Date for HO proposal submission?
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Faculty Requirements to offer Honors Option Contract System

- An explanation of the structure of Honors Program at our college
- Faculty and student requirements
- FPD Standard II – Honors Option Advisor up to 20 hours year [10 max per semester]
- Approval of Honors Option proposal by Honors Committee
- Completion of a 2-hour training with Honors Directors
- Faculty can receive FPD credit for attending training sessions.
- A refresher course will be required every four years

Existing Honors Option Proposal

- Review current Honors Option Proposal
 - What qualifies as HO work? Not just a Research Paper
 - A series of discussion/meetings (at least 4Xs) with faculty & student
- Submit a new or revised Honors Option Proposal for committee approval.
- Approval of Honors Option Proposal by Committee
- Honors Option Proposals review/revise every four years, or as needed.

Each Semester Option Contract Offered

- Students must submit contract requests to the system by the end of the fourth week of the semester.
- Submit the requirements of the Honors Option into the Contract System for each student each semester.
- Meet with students at least 4 times during the semester.
- End of Semester verify students completed Honors Option by the end of week following the end of semester.



Approved Honors Faculty for Honors Option Contracts 9.1.2022

Division	Subject/Course	Instructor
Arts & Humanities	Art (3 units or higher transferable classes)	R. Agahari, C. Mugnolo, & L. Nickel
	Dance (3 units or higher transferable classes)	C. Littlefield & K. Burnett
	Deaf Studies 101	I. Hernandez
	Deaf Studies 105	D. Humphrey
	Film TV 101, 107, & 201	A. Welsch, K. North & A. Pirolini
	Latin	R. Ruckman
	Music (3 units transferable classes)	N. Dillon, E. Fewtrell, G. Heaton-Smith, P. Martindale & D. Newby
	Philosophy 105, 106 & 110	C. Gratton, A. Mendoza & Sherry Zhu
	Photography 125	A. Maher & L. Karstein
	Spanish (5 units transferable classes)	A. Tumbaga, J. Loza, & M. Esquivel
Theater (3 units transferable classes)	C. Corona, J. Leighton & J. MacFie	
Career Tech Ed	Accounting 201 & 205	S. Adams
Health & Safety Sciences	Nutrition (3 units transferable classes)	A. Volk
Math Sciences & Engineering	Astronomy	M. McGovern
	Biology 101, 103, 104, 110, 201 & 202 (3 units or higher transferable classes)	K. Bessinger, B. Fredette, J. Esdin, D. Feickert, Z. Nisani, P Palavecino, M. Rainbow & N. Riley
	Chemistry 110, 120, 210 & 220	A. Schroer, J. Harper & D. Newman
	Computer Information Science (CIS) 111, 113, 123, 161 & 173 (3 units or higher transferable classes)	R. Biritwum
	Earth Science (3 units or higher transferable classes)	A. Burd
	Geology (3 units or higher transferable classes)	A. Burd & M. Pesses
	Geography (3 units or higher transferable classes)	K. Duret & M. Pesses
	Mathematics (Honors options are available for Math courses 115 or higher)	J. Bowers, S. Brown, K. Engelen L. Enriquez, C. Hendrix, M. Martinez- Quijada, P. McLoughlin, M. Tran & P. Villapando
Physics 101, 110, 120 & 211	J. Bowen & M. McGovern	
Rhetoric & Literacy	Communication Studies	N. Kaseforth, G. Langner, K. Lee, T. McDermott, & H. Rao
	English (3 units or higher transferable classes)	J. Ahmad, S. Farrukh, T. Garcia, M. Hoffer, K. Heinzman, R. Jennings-Tafarella, V. Jennings, A. Koritsoglou, S. Memmer, E. Martin, H. Martin, R. Nogales, K. Oliveira, B. Palagallo, W. Rider, S. Tafarella, J. Toth, W. Vaughn, & H. Williams
Social & Behavioral Sciences	Anthropology 101, 102, 103, 110, 112	D. Wiewall
	Anthropology 101, 102	S. Cranley
	Administration of Justice 206	C. Pinho
	Business Law 201	D. Adams
	Economics 101 & 102	I. Ganley & M. Kemp
	History	S. Burns, G. Guillen, M. Jaffe, R. Read, J. Robin, D. Roland, M. Espinoza-Schrock, K. Shafer & N. Stepro
	Political Science 200, 202 & 203	D. Carver & F. Hemker
	Political Science 101, 103 & 201	J. Vento
	Psychology (3 units transferable classes)	F. Aviles, D. Lewis, L. Johnson, D. McCabe, R. Thibault & L. Wallace- Leeds
	Sociology (3 units transferable classes)	A. Ambartsumyan, A. Andrada, & C. Giorgi, S. Goldberg