



**ANTELOPE VALLEY COLLEGE
HONORS COMMITTEE MEETING
November 22, 2010
2:00 p.m. – 3:00 p.m. Room A141**

To conform to the open meeting act, the public may attend open sessions

1. **CALL TO ORDER AND ROLL CALL**
2. **OPENING COMMENTS FROM THE HONORS COMMITTEE CHAIR**
3. **OPEN COMMENTS FROM THE PUBLIC**
4. **APPROVAL OF MINUTES**
 - a. 9/27/2010; 10/25/10
5. **PRESENTATION**
 - a. Faculty Professional Development flex standards plus Q & A – Kathryn Mitchell
6. **REPORTS**
 - a. Alpha Iota Report (Myesha Britt/Elaine Tsai)
 - b. Report on UCLA TAP Conference (Susan Knapp); need proxy from committee to attend April 2011 meeting
 - c. Report on Leadership Conference (Karen Lubick)
 - d. Webpage update
7. **ACTION ITEM**
 - a. Adding an adjunct member
 - b. Edit and finalize Two Year Plan
 - c. Pending and new honors options contract proposals
 - d. Course proposals: Anthropology 101H and English 235H
8. **DISCUSSION**
 - a. How to certify honors sections from other colleges
 - b. Faculty members reluctant to offer or develop contract options in lieu of changing flex standards
9. **ADMINISTRATIVE BUSINESS - None**
10. **OTHER**
11. **ADJOURNMENT**

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Members Present	Members Absent	Guests in Attendance
Karen Lubick	Dr. Tom O’Neil	Mary Margaret McGuire
Kathy Moore	Rae Agahari	Elaine Tsai – ASO rep
Dr. Zia Nisani		Myesha Britt – Alpha Iota rep
Dr. Igor Marder		
Susan Knapp		
Dr. Fredy Aviles		

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1. CALL TO ORDER AND ROLL CALL

Ms. Karen Lubick, Honors Program Coordinator, called the meeting to order at 2:03 p.m.

2. OPENING COMMENTS FROM THE HONORS COMMITTEE CHAIR

- Ms. Lubick wished to proceed directly with having our guest speaker, Ms. Kathryn Mitchell, chair of the Faculty Professional Development Committee, speak to the members.
- Back to the regular meeting, Ms. Lubick would like to make a change to the agenda on action items. Item d – English 235H should be made its own letter so it will now become Item e.

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

- a. **September 27, 2010** – in 8d, take out the word “popular”. Also, renumber Administrative Business to 9 and Other to 10. Ms. Lubick asked for a motion to approve the minutes as corrected. A motion was made and seconded and with no further discussion, the motion was approved.
- b. **October 25, 2010** - Ms. Lubick wished to make a change to clarify that anywhere that the ASO and Alpha Iota rep names are listed; they are respectively Elaine Tsai and Myesha Britt. Please remove any red markings that may appear on the minutes and include that Dr. O’Neil was present for the meeting. Also, change the first name of Ms. Zide to Katryana instead of Margaret. Ms. Lubick asked for a motion to approve the minutes as corrected. A motion was made and seconded and with no further discussion; the motion was approved.

5. PRESENTATION - Ms. Kathryn Mitchell, chair of the Faculty Professional Development Committee, came to the Honors Committee to relay some guideline changes. The Chancellor has made it very strict on what can be used for flex and what cannot. They are looking at all the paperwork at every college. There has been a number of questions in regard to what can be considered for flex credit and what cannot. There are a number of cases where it can be considered Std. 4 but there are very strict guidelines for Std. 1. What the committee tries to do is give the faculty flex events for Std. 1 that they hope will give them information to make them better teachers. We cannot give credit anymore for office hours or anything the committee deems is not in relation to the job. In regard to the Honors Committee, there have been a number of questions in relation to giving extra flex credit for teaching an honors course or honors option. The committee feels that this is just an extension of the job duties that a faculty member is performing. Many would not agree with this due to the fact that they are putting in extra hours and effort to facilitate the projects. But it is the fact that each particular faculty chose to do an honors course or an honors option. The only person who would receive credit is an adjunct faculty

who would receive credit for the extra curriculae they write. If a full-time faculty writes an extended special report and submits it to the flex committee for credit, they would be considered on a case-by-case basis. The only concern to the Honors Committee is losing faculty who may not wish to do an honors course or an honors option if they do not receive flex credit for the extra work.

6. **REPORTS**

- a. **Alpha Iota Report (Elaine Tsai/Dr. Jaffe)** – none at this time.
- b. **Report on UCLA Tap Conference (Susan Knapp)** – Ms. Knapp first stated that there were no college vehicles available to take students to this conference. They were all being utilized for sporting events. She felt that it was very unfortunate and that we should be sure we procure district vehicles as soon as we know the spring date. She relayed the following:
 - The post license RN program has been suspended indefinitely. The pre-license is still being conducted but they are only admitting 12-14 students per year. The engineering program has a minimum GPA of 3.3 but they are admitting ones with much higher GPAs.
 - Last year, there were 19,000 applicants. This year, they expect 20,000.
 - They are accepting the GPA through the end of fall only.
 - The communication major must have a 3.5 GPA with 4 prep classes.
 - The International Development Studies major has returned. You must have a 3.7GPA with 6 major prep courses.
 - The taboo “alternate” majors – Bus Econ, COMM Studies, Econ, Business, Global Studies, International Development Studies, History, Political Science, Psychology and Sociology. These are all impacted majors. A student must pick an alternate they really want to consider. There are no changes in major allowed once you are admitted. Students cannot enter through a non-impacted major and then try to “backdoor” into an impacted major. There are no seats available for students. If students are unhappy with the major they have picked, students must leave and go to another school.
 - If there are no major courses offered at your local community college, then select classes that demonstrate interest in the major.
 - Double majors are permitted but both must be completed in a timely manner and both major prep courses must be completed before transfer.
 - 180 quarter units are required to graduate from UCLA. Most students are finished in 4.5 years, with transfer students in 2 years, one quarter.
 - A student must complete the IGETC, the major prep and the GPA requirements.
 - The personal statement is rarely used for decision making.
 - A student must have a 3.0 in major prep courses at a minimum. It does not look good if you have a “C” grade in core courses. They will look at your pattern of grades.
 - All applications are screened personally by admissions personnel.
 - It does not matter the time to complete requirements. Just remember that at UCLA, it is full time on days only. They are no night classes or part-time students. They expect you to graduate, so you must be committed to being a full-time student and have no outside job.
 - If a student is not accepted for major, the alternate is used for a second review.
 - We should have Ms. Moore put this information on the website titled UCLA TAP Conference Report. Please forward to Stephen Burns and Ms. Lubick
- c. **Student Leadership Conference (Ms. Lubick)** – Ms. Lubick relayed that 36 students attended. Ms. Lubick was in charge and a food drive was conducted. They had a number of talks and due to the fact the internet would not work, it became very informal. But all had fun.
- d. **Webpage Update (Kathy Moore)** – the description brochure of honors courses is now on the website. Also, please check with Mr. Burns on making the lines longer on the TAP Option Contract Proposal form.

8. **ACTION ITEM**

- a. **Adding an adjunct member (Karen Lubick)** – Ms. Lubick stated to the committee that we have 10 members. If we added the adjunct member, it would be a tie-breaker person for voting. Ms.

Lubick asked the members for a motion to approve adding an adjunct faculty member to the committee. A motion was made and seconded and with no further discussion, the motion was approved. It was stated that it would be a two-year appointment contingent on contract.

- b. **Edit and finalize Two Year Plan (Karen Lubick)** – Ms. Lubick would like to request from the committee the power to make changes as she sees proper. She finds that working with faculty, they sometimes change their minds when they wish to do a course and then things need to be rearranged. Also, students like it when we have a firm schedule for the next several semesters on what honors courses will be offered. First, she would like to address Lib107 from Scott Lee. She requests that Ms. Knapp address this. Ms. Knapp explained that this particular course does not have a UC transfer capability nor can be it used as an elective at UC campuses. She feels that it would affect enrollment since it would not give the student credit. Dr. Nisani feels that he is looking at the aspect of giving the student the skill in library research as opposed to credit, but we must also look at how much time Mr. Lee would put into preparing the course for honors. He would be able to do it as an honors option though. Most honors students are looking for classes that will meet a requirement. Secondly, Dr. Aviles stated that he will not be able to teach the psychology course nor will Dr. Gat. An adjunct has also been approached but is not interested, so there is no one to teach the course. Under these circumstances, Ms. Lubick has decided to move SOC101 (with Chapman) up a semester and have him teach it two fall semesters in a row. Since this would create a gap in spring 2012, Dr. O’Neil would speak to Dr. Sherry Zhu about teaching a Phil105 in its place. Ms. Lubick has spoken to her and she is interested and it would be a good course to offer for the TAP certification. Ms. Lubick asked the members what they feel we should do with the Lib107? Most feel we should still offer it as an honors option. Third, for fall 2012, Ms. Agahari does not wish to teach Art 101 so we will substitute Art 102 and have adjunct, Timothy Wright, teach it. In regard to geography and geology for 2012, Ms. Lubick will check with Dr. Coffman and find out if he wishes spring or fall semester. Whichever he chooses, she will ask Mr. Pesses to create a geography honors course for the other semester. This will give us nine for each semester. A question also came up about the English diversity course in the fall of 2011. Ms. Lehman may now be interested in teaching it. As to the question of a diversity English class in spring 2012, it will center around Film and Literature and focus on women.

Ms. Knapp explained that we encourage our students to get a two-year degree on their way to the four-year school and in many majors it does not require anything but planning and in some majors it is not practical so it is not brought up. These students’ goal is to meet the transfer goal and move on. But if they are going to get a two-year degree at AVC and then move on, the one thing that is missing from their transcript list and their two-year list is diversity. AVC requires diversity where the four-year schools do not require it as a transfer item and there are many places where we can count the diversity, both for the diversity spot, the social science section or in the fine arts section, for their transfer. So it gives them three things: an honors section, a transfer course in the IGETC and it fulfills something for their two year degree. There is a specific list in the catalog that are the ones that fulfills this requirement. If a faculty member wishes to create a new course that would be considered diversity, they must take it to AP&P for approval.

Ms. Lubick requested a motion to approve the changes in the two year plan. A motion was made and seconded and with no further discussion, the motion was approved.

- c. **Pending and new honors options contract proposals** – copies of the honors options contracts were passed out for members to review:
1. The first is PSY 230 with Dr. Aviles - Ms. Lubick asked for a motion to discuss this honors option. Members asked questions and received answers from Dr. Aviles. Ms. Lubick then requested a motion to approve this honors option. A motion was made and seconded and with no further discussion, the motion was approved.
 2. The second honors option is FTV101 – After approving to discuss and with no concerns from members, she asked for a motion to approve. A motion was made and seconded and with no further discussion, the motion was approved.

3. The third honors option is FTV201. After approving to discuss and with no concerns from the members, she asked for a motion to approve. A motion was made and seconded and with no further discussion, the motion was approved.
4. The fourth honors option is Eng. 221. After approving to discuss and with no concerns from members, she asked for a motion to approve. A motion was made and seconded and with no further discussion, the motion was approved.
- d. **Course proposal: Anthropology 101H** – a motion was made and seconded to discuss this course. Ms. Moore pointed out that the course description was different from fall to spring than the COR but the objectives were the same. This is not allowed as it must be the same description from the regular class to honors. Only if there was an AP&P change from fall to spring. It was stated that the syllabus must be the same as the COR but the instructor can add additional for the honors course if they so wish. Ms. Lubick pointed out that she had asked for a paragraph for the flyer and it looks like she also transferred it to this document. Ms. Lubick will point this out to her and have the correction made back to the correct COR description. Ms. Lubick asked for a motion to approve with changes. A motion was made and seconded and with no further discussion, the motion was approved.
- e. **Course proposal: English 235H** – a motion was made and seconded to discuss this course. A question came up about being on the wrong form. Ms. Lubick will follow up on this. Dr. Nisani brought up the issue that there is only a 10% difference in assignments. The instructor has added a bird log and animal presentation and took off quizzes and journals. The instructor has also stated that one of the two research papers must be on birds. Dr. Nisani felt that an honors was adding at least 10% to the course, not changing things out one for another. Ms. Lubick stated that it is completely up to the instructor because English classes are driven through the papers and essays. There is also a concern that there is a narrow focus of the course just on birds. She hopes that the students will learn more about Shakespeare than just birds. Most members felt that this should be tabled but a decision must be made since it is being taught in the spring. A meeting through e-mail will be conducted after the changes are made.

ADDENDUM TO ITEM – the course proposal was corrected and presented to all members by e-mail. Ms. Lubick asked all members to state their acceptance of this proposal through e-mail voting. After all were in agreement, the vote was unanimous to approve this course proposal.

8. **DISCUSSION** – no time to complete discussion items. Will be placed on a future agenda.
9. **ADMINISTRATIVE BUSINESS**
None
10. **OTHER**
11. **ADJOURNMENT**
A motion was made and seconded to adjourn the October 25, 2010 Honors Committee Meeting at 3:00 p.m. Motion carried.