



# Honors Committee Agenda

Monday, August 29, 2022  
ZOOM Meeting  
2:30-4:00 PM

**Type of Meeting:** *Regular*

**Note Taker:** Towana Catley

**Please Review/Bring:** Agenda Packet & Minutes

*Committee members:*

Towana Catley, Faculty Co-Chair  
Dr. Darcy Wiewall, Faculty Co-Chair  
Christos Valiotis, Dean MSE Administrative Member  
Rae Agahari, Arts & Humanities  
Amos Wellington, Athletics & Kinesiology  
David L. Adams, Career Tech Ed  
Tamira Palmetto Despain, Counseling & Ex-Officio  
Elinda Parkinson, Health & Safety Sciences  
OPEN, Library  
Andres Carrillo, Math Sciences Engineering  
Mike Pesses, Math Sciences Engineering

OPEN, Math Sciences Engineering  
Greg Langner, Rhetoric & Literacy  
Dr. Matthew Jaffe, Social & Behavioral Sciences  
Kevin North, At-Large  
OPEN, At-Large  
Alberto Mendoza, Adjunct Representative  
Vejea Jennings, Ex-Officio  
John Vento, Ex-Officio  
Isabella Minghelli, TAP Representative  
Angel Ramos Mendiola, ASO Representative

Items	Person	Action
I. Call to Order and Roll Call	Towana & Darcy	
II. Open Comments from the Public		n/a
III. Opening Comments from Co-Chairs & Informational Items <ul style="list-style-type: none"> <li>• 2021-2022 Committee Report</li> <li>• Honors Scholar Spotlight: Eliseo Colocho</li> <li>• Honors #s/Argos Report</li> <li>• Fall Honors classes</li> </ul>	Towana & Darcy	
IV. Approval of Minutes <ul style="list-style-type: none"> <li>• Approval of Minutes – 4.28.2022</li> </ul>	<i>All</i>	<b><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b>
V. Action Item <ul style="list-style-type: none"> <li>• Process for New Honors Courses/AP&amp;P Handbook</li> </ul>	<i>All</i>	<b><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b>
VI. Discussion <ul style="list-style-type: none"> <li>• Process for New Honors Courses/AP&amp;P Handbook</li> <li>• 2022-2023 Committee Goals</li> <li>• Process for New/Existing Honors Options</li> <li>• Honors Courses/Option Faculty Training</li> <li>• TAP Honors Syllabi Repository</li> <li>• TAP Honors Option Proposal Repository</li> </ul>	<i>All</i>	<b><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b>
• Adjournment		
<b>NEXT MEETING DATE: September 26, 2022</b>		

To be submitted to the Academic Policy & Procedures (AP&P) Committee for inclusion in the AP&P Standards and Practices Handbook.

## HONORS COURSE Requirements:

Through participation in the AVC Honors Transfer Alliance Program (TAP), high achieving students have the opportunity to take honors coursework at the college. However, honors coursework is not necessarily more work. Rather, honors courses should include objectives, course content and methods of evaluation which demand greater rigor, synthesis, and critical thought.

Faculty interested in developing honors sections of courses can contact the Co-Chair of Honors Transfer Alliance Program (TAP) for more information. The general guidelines are as follows:

1. The course should include an experience or experiences (e.g., methods of evaluation) that assure three of the following four criteria are met:
  - a. The student must show development of advanced writing skills through synthesis and original thought in expanded writing projects, research papers and/or critical essays.
  - b. The honors experience should include substantially more reading and utilization of primary materials.
  - c. The student must show development of oral communication skills, requiring a 15-minute minimum presentation to the class.
  - d. The student must show enhancement and enrichment through an outside-class activity or project.
2. The course objectives from the original course must be included in the honors course, although it is possible that the objectives might be revised to include higher order skills (e.g., "analyze" rather than "describe"). Additional objectives may be added.
3. Additional texts or instructional materials which would be appropriate for the honors students should be added to the course outline, keeping in mind the honors experience will likely include substantially more reading and use of primary materials.
4. The course content from the original course must be included in the honors course, although additional course content may be added.
5. Students may take up to six Honors credits at another accredited community college or university, whether online or in a face-to-face class, as long as the remaining nine units are completed in face-to-face classes at Antelope Valley College.
6. Honors course must be completed in a F2F format.



## Honors Faculty Training ~ Proposal Draft

### Honors Courses

#### Honors Options

- Completion of a 1.5-hour (?) training with Honors Directors
- Faculty can receive FPD credit for attending training sessions.

#### Honors Course: training provides a brief introduction about the Honors Program

- benefits and eligibility requirements,
- an explanation of the structure of Honors classes at our college
- the curriculum for the specific course they will be teaching
- Honors COR good for 4 years ~ AP&P review/revise requirement
- sample Honors syllabi
- registration procedures for Honors classes
- and outside the class support services for students (Department Chairs and Honors Faculty in the department, Honors counselors, workshops, Honors Student Mentors)
- Review/Revise Honors CORs every four years, or as needed

#### Honors Option

- All of the above included, plus
- sample Honors Option statement for syllabi,
- review/revise Honors Option Proposals every four years, or as needed
- Honors Option Contract System; student and faculty requirements
- review current Honors Option Proposal
- committee approval for Honors Option Proposal
- option proposals good for 4 years ~ review/revise as needed
- complete Honors Option Contract System for each students each semester offered
- end of Semester verifies students completed Honors Option

#### Honors Faculty 2.0 Training [aka Best Practices]

- For folks who have taught Honors but are interested in learning from their Honors colleagues about what has worked in their classes, challenges they have faced, and resources they have drawn from.

<b>Committee Name:</b> Honors Program Committee	<b>Chairs/Co-Chairs:</b> Dr. Darcy L. Wiewall and Towana Catley
<h1>Year-End Committee Report</h1> <p><i>Academic Year: 2021-2022</i></p>	
<b>Mission:</b> The Antelope Valley College Honors Transfer Alliance Program (TAP) is dedicated to providing excellence through unique classroom experiences aimed at preparing a diverse student body for university-level course work, while providing transfer opportunities through Honors to Honors transfer agreements negotiated by the Honors Transfer Council of California.	
<b>List Committee Goals for the Academic Year (as reported on the Annual Committee Goal sheet)</b>	
<b>I.</b>	Maintain active membership in the AVC Honors Program (400 – 500 students).
<b>II.</b>	Increase student enrollment in the Honors Program through open enrollment of Honors courses to all AVC students after priority registration.
<b>III.</b>	Focus on student recruitment through the maintenance of all student email access, participation in outreach community events, and social media.
<b>IV.</b>	Develop Honor CORs for each of the currently offered Honors Courses.
<b>V.</b>	Develop new Honors Course/Curriculum requirements to be included in the AP&P Handbook.
<b>VI.</b>	Offer the AVC Honors Convocation in-person or via some digital platform or socially distanced forum to celebrate Honors students, Subject Area Award winners, and successful program completion.
<b>VII.</b>	Increase course and option offerings in STEM and non-101 GE level courses.
<b>VIII.</b>	Create a more functional and informative AVC Honors webpage.
<b>What accomplishments did the committee make toward each goal? Was the goal reached?</b>	
<b>I.</b>	<p>Goals 1, 2, 3: The AVC Honors Program has 427 active students, in 2021-2022 academic year, moving toward transfer and program completion. This number is a 9-student increase from last year currently. However, as of the final month of April, 30 high school students have been accepted to the program. Students are more informed by frequent emails, a newly implemented monthly Honors Program Newsletter for keeping students aware of upcoming classes, deadlines, etc., and individual appointments with our six Honors counseling team.</p> <p>Surveys were sent to all honors students during the Spring 2022 semester to capture demographic information as well as recruit potential peer mentors. Eight-two students completed the demographics survey while 16 students opted to be peer mentors. It is intended for the peer mentors who are transferred to a university to be connected with a graduating Honors TAP student who will be attending their university the following year to help transition the newly admitted transfer student in their first semester/quarter at university. This year marks the recruitment for peer mentors and next year will reveal the number of actual connections being made once honors graduates know where they are transferring in Fall 2023.</p> <p>For students transferring to UCLA and UCI in Fall 2022, the University of California at Irvine offered guaranteed H2H certification (Honors 2 Honors) for 19 students. As for the University of California at Los Angeles, 42 students received TAP certification.</p>

	<p>A monumental achievement that benefits the students in the program is the MOU with CSU Bakersfield. CSUB Honors to Honors pathway has been finalized and officially approved through Honors Transfer Council of California (HTCC) effective Spring 2022.</p> <p>We are creating more opportunities for students to enter the AVC Honors Program. As of Spring 2022, honors courses become available for any AVC student at the close of priority registration. Honors Students still receive priority registration, but course after priority registration any student could enroll in an honors course if there were open seats. We believe this will be particularly advantageous for students who may not see themselves as honor student material but would allow them the opportunity to participate in honors classes, with the hope that they would enroll in the program. Secondly, this would reduce the need to cancel honors courses for low enrollment. AVC Honors students must complete 15 units of Honors coursework to receive certification, thereby guaranteeing that TAP program students would be able to complete the program completion requirements within the two-year period.</p> <p>The Honors Committee has further expanded our focus to recruit future AVC students by participating in community outreach events such as the spring break Student Success Kickoff (SSK) and the upcoming Summer Block Party at the Palmdale Center. In the month of April 2022, the final month of the semester, 30 high school students have been accepted to the program. These students will graduate from high school and enter in Fall 2022 as freshman at AVC. Additionally, with the support of the President’s Office and the VPAA Office we have succeeded in maintaining access to <a href="mailto:all.students@avc">all.students@avc</a> email allowing open and continued communication between students and the Honors Program especially during time sensitive periods.</p> <p>Recruitment of one counselor to the honors program led to a total of six active honors counselors. This new counselor is the counselor for the STAR program which serves as a dual role to better meet the needs of students who can see said counselor for honors and STAR counseling credit.</p>
<p><b>II.</b></p>	<p>Goals 4 &amp; 5:</p> <p>To get ahead of the anticipated UC requirement that each honors course have a unique COR, the committee moved to have each of our 30 Honors Courses be developed into individual CORs and submitted via eLumen for AP&amp;P approval before March 24, 2022, in order to meet the UC approval deadline of July 2022. The Co-chairs held a series of Zoom informational meetings to assist faculty in creating Honors CORs. Twenty-six of the courses were approved locally and are currently awaiting Chancellor Office and UC approval. It is anticipated that these honors courses will be included in the 2023-2024 AVC College Catalog. The other four classes are moving through the approval process and are anticipated to be approved as an addendum to the catalog and offered as of spring 2024.</p> <p>As of the end of the semester, the committee has made developed a draft version of required academic procedures for new Honors Course/Curriculum to be included in the 2022-2023 AP&amp;P Handbook.</p>
<p><b>III.</b></p>	<p>Goal 6:</p> <p>Honors Convocation held in the Performing Arts Theatre (PAT) in person for the first time since 2019 was an enormous success. Being able to celebrate 72 Honors TAP graduates, 46 Subject Area Award winners, and successful program completion with students, faculty and families was incredible.</p>
<p><b>IV.</b></p>	<p>Goal 7:</p> <p>Increasing non-101 GE and STEM courses continues to be a focus for the AVC Honors Program. Currently, we have been working with faculty to develop the CFE 102 and 103 courses. We approved five new faculty to offer Honors Options (AJ 206, BIO 201, ENGL 227 SOC 101) as of Spring 2022. For Spring 2022 Opening Day, the committee held an Honors Program Information session to provide information about the program and recruit potential faculty and courses to the program. We have also submitted several FPD proposals for the 2022-2023 academic year, such as Best Practices, to further encourage faculty to participate in the program.</p>
<p><b>V.</b></p>	<p>Goal 8:</p> <p>During this summer, the Co-chairs will be meeting with Richard Caton, ITS Webpage developer and Marketing to create a more functional and informative AVC Honors webpage.</p>

<b>What obstacles (if any) did the committee encounter in trying to accomplish each goal?</b>	
<b>I.</b>	The Executive Director of Marketing & Public Information did not want the Honors Coordinators to have the ability to send emails to all AVC students. As we only send pertinent and time constrained notifications, we argued that this was pertinent. Upon meeting with the President's Office and the VPAA Office we have succeeded in maintaining access to <a href="mailto:all.students@avc">all.students@avc</a> email allowing open and continued communication between students and the Honors Program. We do not foresee any further problems in this area, as the previous director is no longer with the district.
<b>II.</b>	Furthermore, more fixed support should come from Marketing. The production and distribution of certificates and invitations related to the Honors Convocation as well as generation and formal publication of Dean's and President's List, outreach to the AV High School district, and increase on social media would also greatly benefit the program.
<b>III.</b>	Scheduling of the Honors Convocation should be a permanent yearly fixed date on the Performing Arts Theatre schedule. Scheduling a day/time for this event has been an ongoing issue.
<b>IV.</b>	Scheduling of honors classes has been impeded by lack of open communication between Honors Faculty Co-Chair, Honors faculty, department chairs and deans for upcoming class scheduling. Upon request of the co-chair, honors faculty send their preference to teach a course for the upcoming semester. This allow a draft schedule to be completed, but the co-chair has not been communicated the final semester schedule until it is live in Banner. A process should be developed that includes the co-chair in the scheduling process to provide a balance of courses that allow TAP students to complete their requirements, that GE courses do not overlap and compete for student enrollment.
<b>General Observations or Comments</b>	
We are still seeing a decline in Honors Option Contracts. During pre-pandemic there was an average of 225 per semester. For both Fall and Spring, only 65 and 63 students respectively completed options, which is a considerable decline. This can be the result of many factors in both the students and faculty's lives. Even with the return to campus this past year, the pandemic has dramatically affected student participation and faculty endurance and efficacy in providing Honors Option instruction. A review and revision of the Honors Option Contract system is one of the goals for the upcoming academic year.	
<b>Recommendations for change in membership or function</b>	
None	