



Honors TAP Minutes

Monday, November 25, 2024
ZOOM Meeting
2:30-4:00 PM

Type of Meeting: *Regular*

Note Taker: Towana Catley

Please Review/Bring: Agenda Packet & Minutes

Committee members: (attendance in bolded names)

Towana Catley, Faculty Co-Chair

Dr. Darcy Wiewall, Faculty Co-Chair

Dr. Jedidiah Lobos, Dean MSE, Administrative Member

Rae Agahari, Arts & Humanities

Reina Burgos, Counseling

Dietra Jackson, Counseling

Elinda Parkinson, Health & Safety Sciences

Jacqueline Seekamp, Library

Kaitlin Bessinger, Math Sciences Engineering

Mike Pesses, Math Sciences Engineering

Pavinee Villapando, Math Sciences, Engineering

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Greg Langner, Language & Communication Arts

Dr. Matthew Jaffe, Social & Behavioral Sciences

David L. Adams, Social & Behavioral Sciences

Kevin North, At-Large

Dr. Rachel Jennings Tafarella, At-Large

Hannah Valencia, Adjunct

Representative

John Vento, Ex-Officio

OPEN, Athletics & Kinesiology

OPEN, Career Technical Education

OPEN, ASO Representative

OPEN, ASO Representative

Items	Person	Action
I. Call to Order and Roll Call	Towana & Darcy	2:36pm
II. Open Comments from the Public		
III. Informational Items <ul style="list-style-type: none"> None 	Towana & Darcy	HTCC Conference April 5, 2025 at UCR <ul style="list-style-type: none"> Open for any student who has taken an honors course/option can submit a presentation/poster proposal Darcy spoke with Zia about possible funding to support attendance They provide zoom meetings to give live online assistance to students who want to submit proposals Darcy and Greg interested in attending to participate/volunteer
V. Approval of Minutes <ul style="list-style-type: none"> Approval of Minutes – October 28, 2024 	All	Issues Discussed: Action Taken: Lobos moved to approve, Mike seconds, all in favor, Kaitlin and Hannah abstains Follow Up Items:
V. Report <ul style="list-style-type: none"> Non-Honor Students in Honors Classes 2024-2025 Subject Area Awards Memo 	All	Announcement of honors courses to students, utilizing the call center to contact all students enrolled to notify them they are in an honors course SAA awards link will be posted on the honors website. Waiting for webmaster to post onto site for link.

<p>VI. Action Item</p> <ul style="list-style-type: none"> • 2025 Meeting Time/ Modality meetings • Online Honors Courses 	<p><i>All</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p> <p>Coordinators to look into how universities are taking online honors courses at other CCCs. Do we need to put a cap on how many outside honors courses are taken (outside of AVC) to count towards our AVC Honors TAP requirement.</p>
<p>VII. Discussion</p> <ul style="list-style-type: none"> • 2025 Meeting Time/ Modality meetings • Online Honors Courses 	<p><i>All</i></p>	<p><u>Issues Discussed:</u></p> <p>We are required as a committee to meet in person again. Every 4th Monday 2:30pm still works for everyone it the committee to meet. Next meeting will be in Spring on February 24th. Location TBA, most likely the UH 233 Anthro lab. This in-person requirement is coming from the Chancellors office due to Brown Act. Lobos brings up the importance of having a proxy to ensure we make quorum.</p> <p>Discussion regarding online honors courses at AVC. Committee agrees that it should be synchronous. We've had some honors option faculty leave honors because the option work was asynchronous. As a committee, we must ensure in future proposals this is clear if the proposal is for</p>

		<p>any online honors work. Important to be in compliance of title 5 and ed code and upholding honors level interaction/work. Concern of the ethic of testing is also present.</p> <p>Should we have a limit of how many outside AVC honors course can be taken considering they could take online at another college, and it's not identified if it's synchronous or asynchronous.</p> <p>Action Taken: No action taking place today. Will revisit next meeting in February.</p> <p>Follow Up Items:</p>
<ul style="list-style-type: none"> • Adjournment 		3:30pm
<ul style="list-style-type: none"> • NEXT MEETING DATE: January 27, 2025 		

DATE: November 20, 2024

TO: Deans, Directors, Faculty

FROM: Dr. Kathy Bakhit, VP Academic Affairs & Dr. Darcy L. Wiewall, Honors Co-Coordinator

SUBJECT: NOMINATIONS FOR 2024-2025 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 28, 2025**.

Faculty – please forward all nominations to your Dean for approval. Once approved, nominating instructors can access the electronic nomination form on the Honors Committee Program website. Please note this form will go live in January 2025 and nominations must be submitted by the end of business on Friday, March 28, 2025.

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

2. Deans must submit the following information:

- Student Name/Nominee
- Student ID# (900)
- Subject Area Award/Major
- Student Email Address
- GPA
- Nominating Instructors
- Courses in Subject Area
- One-minute speech
- Alternate presenter (if applicable)

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

Subject Area Award Requirements

The following requirements 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).
8. Nomination of a student for the SAA Award does NOT guarantee that the student will be conferred the award. The Honors Committee will review the nominations and subsequently verify that each student meets all the requirements for nomination. Upon verification, the student and the nominating instructor will receive an email that the student will be receiving the SAA Award and the specifics related to convocation. Please do not discuss the nomination with the student prior to receiving this communication.
9. The nominator needs to designate an alternate to present at the convocation if they cannot be present to confer the award.
10. Below please find the recommended steps for selecting student nominations.

Conditions: **THERE SHOULD BE NO MORE THAN ONE RECIPIENT FOR EACH SUBJECT AREA;** however, if two students are very close in the above factors, they may both receive awards. The faculty of each division will collaborate with the dean to determine the subject areas for each department.

*Exceptions: There may be areas in which the above requirements are not 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 nine (9) units worth of credit in the relevant subject area could be seen as satisfactory.

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.

Recommendations for Selection of Student Subject Area Award (SAA) Nominations

1. Identify eligible students: Make a short list of students who may be eligible for nomination by discussing those students who have stood out with other faculty in the respective subject area.
2. Review Graduation List: Schedule a meeting with your division administrative assistant to see if any of the students from the short list are on the graduation list. The graduation list will be made available for review only in the division office. This information is confidential. Please remember graduating this year is not a requirement. Refer to the requirements above.
3. Select student nomination: Please provide ONE student and ONE alternate student, in case your first choice does not meet nomination requirements.
4. Submit the verified student nomination to your dean with the required information on the first page of this document. Please remember THERE SHOULD BE NO MORE THAN ONE RECIPIENT FOR EACH SUBJECT AREA; however, if two or more students are very close in the above factors, they may both receive awards. The faculty of each division will collaborate with the dean to determine the subject areas for each department.