



CRAFTON HILLS COLLEGE HONORS INSTITUTE STEERING COMMITTEE MINUTES

DATE: March 1, 2023

TIME: 11:00

LOCATION: West 215

MEMBERS:

Present: Ryan Bartlett, Debbie Bogh, Judy Cannon, Jeff Cervantez, Troy Dial, Cheryl DiBartolo, Janine Ledoux, Farhad Mansourian, Jimmy Urbanovich, Isidro Zepeda, Ambassador: Rachel Kanter

Excused: T.L. Brink, Lindsay Weiler, Gary Williams

Absent: Kevin Palkki, Richard Hughes

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting to Order, Presentation of Minutes	Motion: Cheryl Second: Janine Approved	
Ambassador report	Successful Meet & Greet Expanding social media reach, adding TikTok Planning has begun for Honors Luncheon Plans to reach out for alumni mentors	
UPDATES: - Workshops	Completed: Research Overview, Brainstorming Symposium, both well-attended and successful Upcoming: Abstracts, Oral Presentation, Poster Presentation, library and tutoring center workshops on research, citations, etc.	
- HTCC Conference	March 25, 2023, 8:00 AM at UCI. 8 presenters and 10 moderators. Faculty invited	
PRIOR BUSINESS:		
Assessment for faculty/students Final review and implementation plan. https://docs.google.com/document/d/1HWV21r7quT0g1J7D6x5K1O7dKR MwZTCjAqA_cxnFEuM/edit		
Honors Service Guidelines Document https://docs.google.com/document/d/1cDZif4pg-w2C9KPjRQ7S5-XS2HRz24jPEPPyHRJkJYY/edit	Suggestions: <ul style="list-style-type: none"> Strongly recommend that you seek a community you are not a part of already Should be serving the community in a public way Ideally, students should move out of their comfort zone Include a requirement to write a reflection/assessment of experiences Create plan for service, including what you hope to get out of it (service learning focus) Priorities with boxes to check: Helping others who may 	

	be different than you; deepening connection to the community (primary) and learning from the new community (secondary)
HTCC Conference - Carpooling	No van this year. Cost is \$500. Students will carpool. Prof. David Gerhartz will be taking photos/videos of the event, and will also take three students with him.
Curriculum Guidelines for Honors	Continued to next month
NEW/ADDITIONAL BUSINESS:	
New Honors courses - Best practices from HTCC	Continued
Additional business:	Pryke Awards Committee will meet second week of April to select winners
<p>UPCOMING EVENTS:</p> <p>HTCC/UCI Research Conference, Saturday, March 25, 2023</p> <p>Bay Area Research Conference, Stanford, Saturday, May 6, 2023</p> <p>Honors Recognition Luncheon, Friday, May 5, 2023</p>	

Next meeting: April 5, 2023, 11:00 AM, West 215

HONORS COURSES: CURRICULUM GUIDELINES

Through participation in the Crafton Hills College Honors Institute, 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 Director of the College Honors Institute 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 critical essays. These should entail a minimum of ten pages in writing.
 - b. The honors experience should include substantially more reading and utilization of primary materials.
 - c. The student must show enhancement and enrichment through an outside-class activity or project.
 - d. The student must show development of oral communication skills, requiring a 15 minute minimum presentation to the class.
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 student 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.

Previous version included:

5. Honors courses are not allowed to be offered in a distributed format. The sense of community which is the goal of the College Honors Institute is accomplished through meaningful face-to-face contact. Any activities conducted at a distance should be supplemental to the face-to-face contact between students and faculty and should not comprise a majority of the course.