



## CRAFTON HILLS COLLEGE HONORS INSTITUTE STEERING COMMITTEE MINUTES

DATE: May 3, 2023

TIME: 11:00

LOCATION: West 215

### MEMBERS:

Debbie Bogh, T.L. Brink, Judy Cannon, Jeff Cervantez, Cheryl DiBartolo, Richard Hughes, Janine Ledoux, Farhad Mansourian, Jimmy Urbanovich, Lindsay Weiler, Isidro Zepeda, Ambassador: Rachel Kanter, Dean: Brandi Bailes

EXCUSED: Ryan Bartlett, Troy Dial

ABSENT: Gary Williams, Kevin Palkki

TOPIC	DISCUSSION
Call Meeting to Order, Presentation of Minutes	Motion to approve: Jimmy Second: Lindsay Approved
Ambassador report	Field Trip to LLU medical labs a success. Visited cadaver lab, fetus research area, and mannequin practice area  Looking forward to graduation: 23 completers; 12 Research Fellow Awards; 4 President's Volunteer Service Awards  Recognition Luncheon on Friday, May 5, at noon in Crafton Hall
UPDATES: Research Conference Student achievements	CHC Conference, April 21: 5 Posters, 4 Oral Presentations 2 Moderators 8 Panelists
<b>PRIOR BUSINESS:</b>	
Honors Service Guidelines Document  <a href="https://docs.google.com/document/d/1cDZif4pg-w2C9KPjRQ7S5-XS2HRz24jPEPPyHRJkJYY/edit">https://docs.google.com/document/d/1cDZif4pg-w2C9KPjRQ7S5-XS2HRz24jPEPPyHRJkJYY/edit</a>	One final review. Judy will finalize over summer and bring copy for voting to September meeting.
Curriculum Guidelines for Honors (attached)	Research STEM class guidelines other colleges Lindsay: Math classes, students can explain theories TL: Historical development of math theories; research how others have solved problems

	Should faculty be paid for curriculum development (Ask Keith)
<b>NEW/ADDITIONAL BUSINESS:</b>	
Honors Recognition Luncheon Future date/time	NOT on a Friday. Faculty not on campus
Additional business:	<p>Online Honors classes limited. Students should not be able to take all Honors classes online. Judy will check with other HTCC colleges about their limitations for online classes.</p> <p>Need more STEM representation on Steering Committee and in classes.</p> <p>Sam Truong, Anatomy?</p> <p>Someone from STEM Committee for Steering Committee?</p> <p>Steering Committee member ideas: Josh Robles, Sam Truong, Chris Olvera</p>
<p><b>UPCOMING EVENTS:</b></p> <p>Honors Recognition Luncheon, Friday, May 5, 2023</p>	

*Next meeting: September 6, 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.

