

Steering Committee of the College Honors Institute (CHI)
September 17, 2012
Minutes

Members Present: Daniel Bahner, Ryan Bartlett, Debbie Bogh, T.L. Brink, Troy Dial, Jennifer Floerke, Judi Harrington, Rick Hogrefe, Ted Phillips, Steve Ramirez,

Members Absent: Jane Beitscher, Gwen DiPonio, Farhad Mansourian, Ruby Zuniga

1. The May 7, 2012, minutes were approved as written.
2. Jennifer reported that the Fall 2012 CHI membership is up to 76 Honors students.
3. Jennifer and Daniel reported on the CHI student and faculty Fall 2012 orientations. There were five student orientations and two faculty orientations. There were approximately 70 students who attended and 14 faculty who attended. A later meeting was set for members of the Honors Steering Committee to attend and 2 members attended. The new CHI Student Handbook was disbursed at all orientations.
4. Alexandra Cassolis, Rose Guzenski, Ty Hopp, Holliann Morro, and Benjamin Wallsten were announced as the new CHI Ambassadors. They will meet the first and third Friday of the month beginning Friday, September 21, 2012, to discuss strategies to further develop a thriving Honors community. The committee also discussed the issue of non-Honors students using the Honors Lounge. We decided that the best way to handle the situation is to provide Open House days or guest passes for non-Honors students to come and see the Lounge on scheduled days.
5. The dates for the CHC Student Research Conference and the preparation workshops were announced.

"How to Write an Abstract"	Wednesday, September 19, 2012
"Preparing a Poster Presentation"	Wednesday, October 24, 2012
"Preparing an Oral Presentation"	Wednesday, November 7, 2012
CHC Student Research Conference	Friday, November 30, 2012
6. Jennifer reported on the HTCC meeting at Irvine Valley College, September 14, 2012.
 - MSJC has agreed to come to CHC to lead a Teaching and Learning Symposium. The date is still to be determined.
 - The HTCC Conference date will be March 23, 2013.
 - The HTCC Teaching and Learning Symposium will be held at Saddleback College, November 2, 2012.
7. Other issues or concerns:
 - The Honors Lounge printer is set to be installed Friday, September 21, 2012. The committee discussed how to determine paper limits. It was decided to monitor usage for now and set a limit at 5 reams a month for now. Another suggestion presented was to ask students to provide paper if they exceed the limit.
 - The bylaws state that we must have at least one Honors student and a classified staff member on the Honors Steering Committee. It was decided that one or two Honors

Ambassadors should be added to the committee along with Ruby Zuniga, the Title V Administrative Secretary.

- The committee discussed the possibility of a research class with Catherine Hendrickson in the library.
- It was decided that the poster presentations at the CHC research conference should have a designated time and space for the students to present.
- Rick announced that the Honors capstone course is up for revision this year. The committee discussed possible interdisciplinary options for the future.