

# Steering Committee of the College Honors Institute (CHI)

November 2, 2016

## Minutes

**Members:** Judy Cannon, Ryan Bartlett, Debbie Bogh, T.L. Brink, Troy Dial, Gwen DiPonio, Rick Hogrefe, Janine Ledoux, Farhad Mansourian, Gary Williams, Shohreh Rahbarnia

**Attended:** Judy Cannon, Debbie Bogh, T.L. Brink, Troy Dial, Gwen DiPonio, Farhad Mansourian, Gary Williams, Shohreh Rahbarnia, Lena Lebada (Ambassador)

TOPIC	DISCUSSION	FURTHER ACTION
<p><b>Call to Order: 12:05 PM</b></p> <p><b>Approval of Oct. 5, 2016, minutes</b></p>	<p>Motion to approve minutes: Debbie Seconded by: Gwen</p>	<p>Correct spelling of CurricUNET</p>
<p><b>CHI Ambassadors</b></p>	<p>Report by Lena Lebada:</p> <ul style="list-style-type: none"> <li>• Classroom recruiting visits have begun; successful “Pizza in the Lounge” event; planning Lunch with Honors Faculty</li> <li>• Use of a point system to encourage student involvement. Given number of points required/year of participation in program (socials, orientations, workshops, research conferences, etc.)</li> </ul>	<p>Talk to schools who use point system and get more details.</p>
<p><b>Recruiting</b></p>	<ul style="list-style-type: none"> <li>• Further discussion of use of letters given by faculty to potential Honors students.</li> <li>• Gary suggested talking with Joe Holliday at El Camino College about the use of faculty letters.</li> <li>• Discussion of letting veterans, non-traditional students (returning after long period away) self-select into program. Disagreement on whether or not this is a good idea.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up with Joe, other colleges who do this.</li> <li>• Follow up with other colleges who have a veterans self-selection policy.</li> </ul>
<p><b>CHI Research Conference: Dec. 2, 2016</b></p>	<ul style="list-style-type: none"> <li>• Discussion of Service Learning Panel.</li> <li>• Food: muffins, fruit, coffee for breakfast; sandwiches for lunch</li> <li>• Schedule: Posters 9:00; Oral Presentations 9:30; Service Learning Panel 12:00 (during lunch)</li> <li>• Depending on numbers, may need 2<sup>nd</sup> room for oral presentations. LRC 231? Fishbowl? West Bldg?</li> <li>• Psych students are prepping for the Western Psychological Association Conference. Their abstracts are due Nov. 15 and could also be submitted to the CHC and UCI Student Research Conferences.</li> </ul>	<ul style="list-style-type: none"> <li>• Contact Julie McKee to help with service learning panel</li> <li>• Talk to Library about 2<sup>nd</sup> room</li> <li>• Invite Pres., VP, instructors</li> <li>• Investigate recruiting participants in Day of Advocacy presentations.</li> <li>• Invite Diane Pfahler to attend, encourage students to participate.</li> <li>• Follow up with SBVC</li> </ul>
<p><b>Scheduling H classes</b></p>	<p>Difficulty of adding H classes after schedule has been published. Audit requires them to be open to all students, so we should not add a lot late. Judy should review what classes are being offered before schedule is published.</p>	<p>Attend Chairs Council meeting (Mark McConnell) to share concerns about scheduling and new faculty</p>

<b>Transcript Notation</b>	Wording selected: College Honors Institute Completion 2016FA	Provide Larry Aycock with list of names, student ID numbers, and semester of completion to be added for all completers.
<b>Service Learning</b>	Julie McKee has proposed creating CHC 180H: Community Service and Learning (1-3 credits). Discussion of benefits (H only course, deepen service experience) and drawbacks (not needed for transfer)	Invite Julie McKee to next SC meeting. Troy will see if there are other CCs that have a course like this.
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>• Judy and Gwen leading Honors Faculty Symposium on Nov. 16<sup>th</sup></li> <li>• Erik Ozolins of Mt. San Jacinto coming to speak in January. Discussion about encouraging faculty to attend this workshop in place of faculty orientation for Spring 17</li> </ul>	<p>Judy will create an email reminder of basic orientation material and will have a one-on-one orientation with any new Honors faculty.</p> <p>Need to get TV working in CHL 201 for Nov. 16 presentation</p>
<b>Meeting Adjourned: 12:10 PM</b>		
<b>Next meeting: Wed., Dec. 7, 2016</b>		