

Honors Transfer Program Advisory Committee

Meeting Notes

from Tuesday, September 12, 2023

3:00 pm Start

In attendance: Julie Luu, Gampi Shankar, Sarah Harmon, Chialin Hsieh, Salumeh Eslamieh, Vijeet Upadhyay, and John Perez (some people arrived later, and we approved the agenda in two stages)

Absent: Susan Mahoney (sorry not to be able to attend), Michael Stanford, Paul Roscelli, Denise Erickson, David Meckler, Gloria Darafshi (out sick)

Julie Luu reported that Susan said sorry she couldn't make it, but she's super excited about the momentum of honors.

Rebekah added that Susan has been meeting with her and providing a lot of information and mentoring so that we could hit the ground running this fall. We appreciate Susan and all she has done! Rebekah mentioned that Gloria is out sick but sorry to not make it. She has been doing a lot.

HTP Successes

BHC presenters and awards:

- was an amazing event. 5 Cañada College students got accepted to present.
- Arya Shadan got the top Heslet Award. Kudos to everyone!

NCHC presenters:

- Arya and Samuel Trumble got invited to present posters at the fall NCHC conference in Chicago.
- Samuel will be going with his amazing mentor Professor Michael Stanford, and Paul Roscelli will go.

Honors Kickoff -great showing! Slides, recording:

- 2 counselors, 11 faculty, 4+ staff, 22 prospective honors students including 2 on zoom attended (5 applied to the program right after the event).
- Also had 15 current honors students, international students who did not sign in, some visitors and others who did not sign in about 56-60 people in person and zoom.
- Need to have electronic sign-ins next time.

IDST Honors Research Seminar synchronous and asynchronous 20 students+:

- Susan started this class a couple years ago. Been working on getting it to fill.
- Central to the HTP program supporting students through contracts.
- To advertise: Created flyers, videos, marketing social media, and emails.

- This semester largest group so far in part due to advertising and new asynchronous version I created over the summer.
- Several late adds and one student who had to switch to auditing because could not add credit. Another who couldn't add on time so that's a couple more.

HTP Students:

- 67 current honors students and 35 new applications since August 19. 12+applications waiting to be reviewed and have not sent marketing email to eligible students yet, so we can expect to keep growing and are on track.
- Gampi asked if IDST is mandatory. Rebekah explained that although it is mandatory at CSM and Skyline, it is not here but it is highly recommended.
- Making IDST mandatory: To be discussed later.
- Students in IDST are getting additional support that makes it easier for the honors faculty member, and they are more likely to complete their contracts.
- As student Arya Shadan says " IDST is like a backbone that provides structure for the honors contract work."
- We only have one section and there are just 8 sessions which are listed in Websmart.

HTP Forms:

We are revising the Honors Contract, Completion, and Application forms. We started with the contract form which was in a google doc and we wanted to make it look more official and to be able to better sort the data.

Rebekah shared the Formstock form draft which is a clearer visual format. She changed the one Contract Proposal model that was there as there were a lot of issues with it including language errors and being outdated. Instead she added a list of model contract proposals. She asked people to share any others they thought she should include. She asked for feedback on the new draft contract form and got the following suggestions from the committee for revisions:

- Make it clearer that it has to be a transferable course but that it is a non-honors course that students make into an honors course via the contract
- Make it clear that it does not have to be a research paper. It can be a project of another modality
- Keep the part about says the professor has seen the exact version submitted in addition to agreeing to the guidelines and terms
- Have it to go to the professor's email too
- Make it clear that students don't have to be in the HTP program to do an honors contract
- Get a formstock account to be able to edit it yourself before posting it
- Gampi: Careful as formstock can disappear - maybe stick with google forms

Rebekah:

- The plan was to pilot “Formstock” via the contract proposal form. Then if that works, try the contract completion form in Formstock, and from there consider turning the application form into formstock if it has been working.
- Working with PRIE and consulting with other HTP coordinators to try to find the best format and way to organize data.
- In the long term we have to get better at tracking our data.
- John agreed with Sarah that formstock could work but make sure we have control of it. Sarah suggested Microsoft forms.
- The decision was made to make the changes in the current google form until Rebekah got the account for Formstock. Then she will share the revisions with the committee.

Other good news: New Honor Student Ambassador position approved. Need to hire a student. Then will take about a month to do paperwork and get the student settled.*

HTCC Updates

[New partnerships](#) with SJSU and Yale!

- If our students are in the honors program, it's “evidence of increased rigor.”
- Colleges and Universities are very interested in our honors students, and many will cover all financial needs!
- Our students could get into a top private school and not have to worry about expenses.
- New partnership with Yale University! Yale and Williams both state in their transfer agreements that they will meet students’ full financial needs (including students who are undocumented and International students) and offer wrap around services
- New partnership with SJSU: They have a cohort honors program where students from different disciplines work together on themes such as sustainability
- We really want to talk with students right when they come into the HTP program about their majors and interests and to have them consider these different opportunities based offered via our transfer alliance agreements

HTP Updates:

- [Eligibility Requirements](#): 3.3 or above GPA in HS or 9 or more units at Cañada. Opportunity even if didn’t do as well in HS as would have wanted-it doesn’t mean that can’t be very successful going forward
- [Challenge Application](#): for students who are border line like if they have a 3.2 but are still very motivated. Similar to the university PIQ’s-just 400-500 words paragraph and choice of 2 questions. Let Rebekah know if you have any questions or suggestions. Right now Rebekah, Susan, and Gloria are looking at applications, but would be interesting to see if others can join us in looking at the responses.
- **Honors Students take 2 Courses per year, ideally 1 a semester**

Sign up for honors classes:

- Salumeh mentioned that a student accidentally signed up for her honors section.
- Rebekah explained that anyone can take an honors section and it is not very clearly indicated on websmart (just the cap icon) so it can be confusing.
- Gampi: has had multiple times in the past few semesters when that was an issue. Registration is never easy. Faculty have tried to register but it has been a nightmare.

Very easy for anybody to go the wrong way. Then they have to fill out a form to move to the regular section. There's a cut off date. It's painful.

- Salumeh made the point that people don't necessarily know that anyone can take an honors class - that you don't have to be in the HTP program
- Rebekah: maybe that's something we can advertise more (showing what honors courses look like on websmart) and announce at events.
- Sarah: only have Websmart for one more registration period. Websmart Going away for summer and fall 2024 registration. New system will be very clearly set up. Uses banner, will have little tags instead of icons, will say "honors," the modality, and can hover for more info.
- Gampi: issue of faculty not having visibility of students in HTP. Int'l Student office and middle college folks let us know-is there a way of doing that for honors?
- Rebekah: We do have that information.
- Sarah: It may be a FERPA issue to share it. With other programs there are progress reports and students know ahead that they will be shared. We would need to notify students ahead that their information would be shared. Would caution against it.
- Gampi agreed that we have to be careful about that.

Newsletter

- have a new newsletter for the purposes of sharing information while cutting down on email traffic.
- Multimedia and interactive (with surveys etc) sent out every month and posted on the HTP website.
- Let Rebekah know if you have any honor student work or successes: research, presentations, publications, university acceptances or other you'd like to publicize.

Website updates: Many updates on website that Susan started and I finished recently

Oct. 12 Transfer Workshop

- coming up. For students to learn more about honors, HTP, benefits and opportunities
- [Volunteer Sign up](#)-volunteers needed for the many tasks entailed in organizing the event. Need team effort with simultaneous tasks and physical labor such as posting flyers, caring supplies/food back and forth, moving chairs and desks.*

Workgroups

The workgroups will meet 1-2 times and then report back to the committee

1) Model HTP Plan WorkGroup Goals:

- To be able to recommend to students what is best to take each semester in order to complete the program.
- To refine what is on the website and for different majors.
- Create student cohorts in honors only classes
 - must be transferable and popular courses that will fill
 - must be courses with multiple sections-we have to offer two non-honors for every honors section
 - English 100 and 110 and Math 200 courses most students need to take and good starts for honors. Ray has always done honors Math which is great.
 - Tend to be smaller classes (capped at 20)

- Make sure a variety of honors only courses are available.
- Add more honors courses such as Alison Field's Hist. 202, Julie Luu's BIOL 250, Paul Rosceli's Econ 100, Lezlee Ware PLSC-want Umoja honors
- Let Rebekah know other courses of interest
- Center marketing efforts around those regular honors courses
- Need to emphasize that honors is for everyone
- Need to identify students and encourage them
- Intentionally marketing that honors for everyone, don't have to do the whole program, just take a class. Then more curious folks come in and realize they can do it.
- Make sure Middle Colleges know-many honors minded middle college students. Talk with Stephan Roman (sp?) who does dual enrollment so that he can market it to dual enrollment and concurrent enrollment students. The more these students know the more we can fill honors only classes
- Promote with counseling-Daryan-dual enrollment coordinator
- Promote with Int'l Center, Promise, EOPS (Lorraine Borrales-Ramirez), Service Programs, Ron Andrade Dir. Guided Pathways and 4 retention specialists-the more hands the better-think about who in the last couple of years has been signing up for honors
- Rebekah mentioned that this is the type of work she needs the Honors Student Ambassadors help with
- Gampi: Also encourage projects since a lot of students think research and writing is not their thing but have many skills. Example: Arts and animation students have something incredible that would be honors worthy. Have had amazing projects.
- Careful though as some in CTE program and some courses not transferable. Gloria would know. Maybe double check when they submit their honors proposal but better to catch before.
- Go to business meetings
- fashion courses-many are transferable-have had fashion contracts but check which ones transferable
- Model from Los Medanos College that has exciting honors courses and engaging flyers about each one on their website. Students probably enter the program just for the interesting honors courses advertised
- John joined this group. Gloria and Susan are helping. Others welcome.

2) Supporting Contract and Honors Faculty Workgroup Goals:

- Better support faculty who are doing contracts
- Better support honors faculty in general-sections are extra work and sometimes faculty can't do contracts because they have too much else going on. Also, often part time faculty can't afford to do this extra non-paid work.
- Talking with CSM and Skyline about solutions
- Sarah and Julie joined the group. Other welcome.

Next Fall 2023 Meeting Date: Nov. 14

- 3pm works. 2:30 works but Sarah has another meeting until 2:30pm.
- Hybrid format is better for most. Julie and Rebekah can do either.
- Rebekah will send a google form re: time preferences

Other Announcements

- We need to make a regular place for BHC and PTK announcements from now on.
- Sarah: **Remind students** who presented at the last symposium to work with their professors to submit them for publication, **accepting until Sept. 13**. Hard deadline as need to crank them out and get them ready for the website and ready to go for Nov. 1st so that students can put that on their transfer applications.
- Sarah: **BHC Symposium will be first Sat. in May, May 4** at Stanford University
- Rebekah: **Cañada Honors Research Showcase** could be two weeks before. However, curriculum and Academic Senate now on Thurs and I'll be teaching 9am-10pm on T/Th. Wed. a possibility but Susan may have lab.
- Sarah: **Friday might be an option**. Still some labs on Fridays but less. Avoid Tues. & Thurs. when faculty and staff have too many other meetings. Faculty going through it need to be there to support their students and see what others are doing.
- Rebekah: Announced the great news that Sarah will have 1 unit of HTP coordination time in the spring so we can collaborate on these big events. We plan to project manage the showcase and plan everything ahead for a really special event with refreshments and time for networking and community development. Very excited and thank you Sarah for all the work on the BHC. Chialin: Thank you Sarah for Bay Area Honors Consortium, all that organization is so special and a lot of work, a lot of great work. Sarah: None of BHC get compensation though that might change.

Rebekah Thank you everyone for your work to support honors and for coming to the meeting! Look out for the survey about meeting times. I'll email the work groups.

4:30pm Adjourn