



## HONORS TRANSFER PROGRAM ADVISORY COMMITTEE

Monday, December 1,  
2014

12:30 pm – 1:30 pm  
Building 9, Room 307

**Members Present:** Jessica Kaven (Co-Chair), David Meckler (Faculty), Paul Roscelli (Faculty), Janet Stringer (Articulation Officer), Bob Tricca (Faculty), Gerald Morlidge (PTK), Sarah Harmon (Faculty), Gregory Anderson (VPI), Michael Stanford (Faculty), Denise Erickson (Faculty), Soraya Sohrabi (Transfer Center Director)

**Members Absent:** Alicia Aguirre (Faculty) & Lisa Palmer (Faculty)

**Guests:** Robin Richards, Doug Hirzel, Kim Lopez, Matthew Lee

### 1. Welcome: Introductions

### 2. Business

- A. **Approve minutes from 10-27-2014 meeting** - Approved
- B. **Update and confirm our committee member list** – Bob Tricca is replacing Jeanette Medina (*Approved*), Lisa Palmer will remain on committee although she cannot currently make Mon/Wed meetings.
- C. **Discuss and possibly recommend a term of service for the HTP Coordinator** - A term is a good idea (not necessarily with a limit), but a check-in timeframe, perhaps 4 years in terms of conference/training investment of time and funds, (*Motion*) 4-year term with discussion of support by group – *unanimously passes!*
- D. **Discuss, modify (possible depending on agenda item above) and approve bylaws** – Committee members 2 year term and coordinator 4 year term with no term limits
- E. **Discuss and possibly revise the contract limit for HTP completion** – STEM courses versus other courses are not always parallel in terms of number of units earned, therefore we may need to limit the number of contracts in a way that makes sense for varying unit level courses. If we limit the number of contracts then students are guided into taking honors courses. The UCLA TAP program does not require a limit, so

this would be for our program in order to encourage students to take honors courses. Motion: 2 courses worth of contract work -  
*Approved!*

- F. **Other:** Additional 19 honors courses are in process for honors! Administration (perhaps through the Preference Forms) inform faculty that they must make a request in order to offer their dual-CRN courses as honors per semester. For the next meeting, brainstorm how to support stand-alone honors courses (VPI Anderson – supports us making a motion at the next meeting so the college can be guided to meet it).