



## Honors Transfer Program Advisory Committee Meeting NOTES

Tuesday, Sept 10, 2024

2:00 pm – 3:30pm, Building 13 Room 337

Via Zoom: <https://smccd.zoom.us/j/85397044866>

### 1. Welcome and Introductions

- **Attendees:**

- In-person: Rebekah Taveau, Gustavo Costa, Frederico Costa, Julie Luu
- Zoom: Rance Bobo, Ray Lapuz

- Introduced Honors Student Coordinators: Gustavo Costa and Frederico Costa

### 2. Approval of Agenda

### 3. Approval of [Minutes from April 9, 2024](#)

- Rebekah asked for those attending to review April 9, 2024 minutes
- When more committee members are present (enough for a vote), we can approve

### **HTP Successes: Cañada Kick-off event discussed**

- James Aganon was originally going to talk about how the Cañada Kick-off event went but, since he could not come to this meeting, the Honors Student Coordinators presented how the Cañada Kick-off event went.
  - 40 attendees (2 on Zoom)
  - Attendees gave good positive feedback:
    - Attendees liked hearing student experiences
    - Attendees suggested more interactive activities
    - Thus, we will brainstorm more interactive activities (e.g., popcorn)
  - 4 more students enrolled in Honors after the Cañada Kick-off event so this is a good indication of the event's success

### **HTP Updates & Requests**

#### Honors Transfer Workshop:

- Based on Cañada Kick-off feedback from attendees, we plan to adjust the schedule of the upcoming Honors Transfer Workshop to provide information during the first hour and have more time available during the workshop for questions and interactive activities.
- Rebekah shared that Sarah Harmon suggested doing a scavenger hunt for students to find information on the Honors website, which is a great resource of information.

### Honors Newsletter:

- On last page of the newsletter, Rebekah likes to feature an Honors Professor and students they have worked with. For the upcoming September 2024 newsletter, Rebekah suggests highlighting the Honors Student Coordinators: Gustavo and Frederico. Rebekah welcomes others to give suggestions as to what to add to newsletter.

### HTP Advisory Council Membership:

- When more members are present (enough for a vote) at the next HTP Advisory Council meeting, we may need to vote on committee members.

### Honors Program Review 2024

- Committee members are asked to review “Honors Program Review” Google Document that Rebekah shared with all committee members.
- Program Review will be submitted through Nuventive and we will get feedback on our Program Review
- Rebekah shared that Dr. Ameer Thompson gave valuable advice that we can build our Program Review upon good work done in the previous Program Review. Thus, Rebekah shared the previous Program Review with all committee members too.
- Rebekah also showed data addressing feedback from previous Program Review.
- Rebekah invites all committee members to work on Honors Program Review Google Document. Rebekah reviewed the “Color Key” on the Google Document and showed the work she already completed for the Program Review.
- Committee members can join upcoming Zoom meetings that Rebekah has scheduled to work on the Program Review together. During the final scheduled Program Review Zoom meeting, we will work on the “Goals” section which needs to be clearly thought through and linked. Paul Roscelli is in charge of SLO assessment and PLO assessment this semester so, when he is present in a later meeting, we can discuss his work.
- Honors Student Ambassadors are welcome to review Honors Program Review too

### Mission Statement

- When more members are present (enough for a vote) at the next HTP Advisory Council meeting, we will need to review and vote on Honors Mission Statement

### **Honors Modules in the Canvas Commons for Faculty Inport**

- Faculty can import the Honors modules/pages from the Commons. There’s a page about Honors Contracts, one about Honors Courses, and one about the Honors Program. Just go to the Commons and type “Honors Opportunities” and download. It will land at the end of faculty Canvas modules in which ever course they select. Then they can edit and delete as preferred.

### **Feedback on HTP Canvas Shell discussed**

- Howard Qin gave tour of HTP Canvas Shell. The HTP Canvas Shell has the following: tasks for students (e.g., meeting counselor), information about transferring, and announcements about events

- It was suggested to have low-stakes tasks (e.g., introduce yourself to Honors committee, meet with counselor) to re-occur every semester/year
- It was mentioned that faculty have been invited to the HTP Canvas Shell
- This HTP Canvas Shell will help with retention (e.g., help check if students are on track to finish Honors Transfer Program)

#### **Supporting Contract and Honors Faculty discussed**

- Ray Lapuz talked about how we have FLP pods focused on Honors Contracts.
  - These pods focus on learning what it means to have an Honors Contract student and how to help them succeed in
  - Already had one meeting (Sep 5) and will have two more meetings (Oct 3 and Nov 21) to discuss topics such as helping students stay on-track and finish Honors Contract projects; there is still room for more faculty and would love to have student ambassadors attend too
  - Generally share ideas, successes, and challenges during these meetings, so others can handle those different scenarios
  - Rebekah added that those attending FLP pods will get paid by filling out timesheets and MOU

#### **Fall 2024 2nd Meeting Date**

- Rebekah proposes Nov 12 (Tuesday) for second meeting and asks committee members for a time and modality that works for them
  - A survey was given earlier and Rebekah summarized that 2:00 PM seemed more difficult for others to meet; this first committee meeting was set for 2:00 PM to accommodate new Honors Counselor James Aganon
  - Howard says PTK is still deciding meeting time (tentatively PTK may meet Monday 4 PM or Tuesday?)
  - 2:30 PM works for Rance Bobo
  - Ray Lapuz needs to leave by 4:00 PM (so 2:30 PM works for him)
  - 2:30 PM works for Julie Luu
  - Rebekah mentioned how 3:00 PM was originally considered but some have evening courses so that might be difficult for others
  - Needs at least 8 people to vote on Mission Statement so need to make meeting date and time work in November

#### **Adjournment**