



## Honors Transfer Program Advisory Committee Meeting MINUTES

Tuesday, April, 9, 2024  
3:00 pm – 4:30pm  
and viia Zoom

1. Welcome <a href="#">Happy Ramadan!</a>
2. Agenda approved
3. <a href="#">Previous Meeting Minutes</a> approved
4. Business
<p><b>HTP Successes and BHC Updates discussed</b></p> <ul style="list-style-type: none"> <li>● <a href="#">3 HTP students</a> presented at <a href="#">WRHC</a> on 3/29</li> <li>● BHC - <a href="#">5 Acceptances!!!</a> only 85/241 accepted across the state</li> <li>● BHC updates-need session moderators</li> </ul>
<p><b>Cañada College Honors Research Showcase</b> Fri. April 26 10am - 2pm 13-334. Lunch RSVP</p> <ul style="list-style-type: none"> <li>● <a href="#">Cañada Events page</a></li> <li>● <a href="#">Honors-showcase-flyer-Final-2024.pdf</a></li> <li>● <a href="#">Invite for Faculty and Staff</a></li> <li>● Plan for the day: <a href="#">Volunteers sign up</a>-we need people to help with setting up, passing around sign ins, lingering afterwards to talk with students and clean up. Click on the volunteer link. If there's anything you can do to contribute. We'd love to have you, and also RSVP for the delicious lunch.</li> <li>● <a href="#">Evaluator Sign up</a>-we need faculty to evaluate the presenters and give feedback</li> <li>● <a href="#">New rubric for presenters</a> -Rebekah shared the new Honors Research Showcase Presentation Rubric created with Sarah and built off of the prior one created by Jessica. The group agreed to the new rubric</li> <li>● <a href="#">Showcase Agenda including alumni visits</a> will be Anthony and Harish who are at UC Berkeley and Benita who already graduated Cornel and Harvard and is a researcher will speak.</li> <li>● Rebekah is thinking of asking them to talk about what they are doing now, what their experience in the Cañada College Honors Program was like, and what advice they have for students. Rebekah asked if people have comments or suggestions</li> <li>● Howard suggested students ask the alumni questions. He asked if we could divide them up by college into different break out rooms; however, Rebekah explained that we only have 30 minutes total (if we are on time) and that there will be some participants in person and</li> </ul>

some on Zoom so that may be tricky. However, it's great to have student questions if they want to send them out to the speakers in advance. Benita is actually from PTK so we can talk about PTK as well. She was a former ESL student which is amazing.

- Just let Rebekah know if there's more people you'd like to invite. We are sending personal invitations and have a flyer.
- The agenda is pretty tight for the event; we have 8 speakers, lunch, and then the alumni. People may need to stretch and take a break in between and we want to have time to network during lunch. We are going to be very strict with the timing and will pass around a mic for the Q & A after each session. We will give presenters warnings about the time just as we do at BHC so they get that practice.
- Rebekah asked members to look over the showcase agenda and let her know any edits.

### **Your Feedback on**

- [New HTP Canvas Shell](#)-Howard and Rebekah shared the new Honors Canvas shell and asked for feedback. We have assignments such as completing the Intent to transfer form which helps us to track where students are applying so later we can certify them for priority transfer. For example, UCI has guaranteed admissions for students who complete our honors program and have a GPA of 3.7 or higher, but we have to certify that the students are finished or on track to finishing for them to get that, so this form is very important. A link to the form always in the monthly newsletter as well
- The Canvas shell shows how to contact us and students have the assignments to meet with the Honors Counselor and with the Honors Coordinator
- Sarah suggested we make each assignment specific to each semester-basically duplicate the assignment for every semester that we want it to be done, and then label it fall 2024 or spring 2025 etc..-that will make the process much easier for students returning each semester. Then students will be able to see what they have done and not done each semester.
- Sarah mentioned that it would be important for a couple of people who are certified to review the course for accessibility. She and John agreed to do that. They agreed that Rebekah could give them a teaching role so that they can do that.
- Rebekah also mentioned that in the Canvas shell it shows that English 110 honors is now required for all incoming HTP students. We did not want to require it until the communication was clear but now it has been in the newsletter, emails, and is here as an assignment on Canvas so students should know. The idea is that as soon as students are accepted they are invited to the Honors Canvas Shell.
- We can integrate honors course flyers into the Canvas shell as well.
- The Canvas shell shows the presentation opportunities and we will post announcements when due dates come up. We will also put pictures of prior student presentations.
- Students will be asked to reflect on their work, progress, and goals each semester. Questions like: Okay, what honors did I do? How did it go? What do I plan to do next? What are my goals?
- This will also help us to keep track of students' progress so the Honors Counselor and I can track it and help students reach their goals
- Then there will be a place for students to share and celebrate their successes
- Howard did a lot of work on the Canvas shell and has been doing an awesome job. All feedback is welcome!

- Michael Stanford let us know that he is not teaching in the fall. He recommended getting student testimonies after they've graduated, and their awards and or transfer information. He offered to get alum Alexis testimonial
- Michael said we need to explain to students that taking honors courses, even if they're not in the program, is gonna help with admissions.
- Rebekah agreed that it's really beneficial, even just taking one honors class or doing one honors contract, and we want to encourage students. We don't want them to feel like they have to do the program though the program offers many benefits.
- Michael gave the example of Samuel Trumble who has been doing excellent work and completed several honors contracts and got second place in the nation for his poster presentation at NCHC.
- We are working on an annual marketing plan and at WRHC we learned about using Instagram stories for honors so we are going to look into that
- Howard mentioned that PTK is doing video stories on instagram
- Students don't like to follow too many academic accounts, instagram is more interesting
- We need to look into doing something similar and highlighting success stories. Rebekah will talk with Yasmin
- Michael mentioned that one of his students who took honors courses is now choosing between Georgetown University and Chicago University and he'd make a good testimonial
- Michael asked if we were reaching out to Middle College. Rebekah explained that we have been working with Olivia who shared our flyers at Woodside and are looking for people to attend the super prep event on May 7, 2024.
- We did training on the honors program for student ambassadors with Olivia

#### Honors Canvas Pages

- We are working on a new Canvas module template in progress. Faculty will be able to download it into their Canvas course to advertise the program and courses. It has information about honor classes, contracts, and the HTP program and faculty can modify it to fit their needs. It will be in the Commons so people can download it.
- Any feedback is welcome
- Michael said: You've got a lot to do, and you're doing a lot. Rebekah explained that she was putting it all in a week by week to do list she got from Susan and Jessica and updated.

#### HTP Updates

- [Volunteers needed for tabling in 5/7 & 10](#)-Rebekah can only attend at 2pm. Salumeh and Gloria will try to go. Howard said he can go.
- [Feb. Newsletter](#)
- March: Marketing too busy to help, so I just did this [April Newsletter](#)-you can find all of the Honors newsletters on our website
- [Fall 2024 Honors Schedule](#)
- We just got approval for an honors section of English 100
- Some members had to leave early for PTK so we have to plan our meeting time better for next semester to not overlap

#### Supporting Contract and Honors Faculty Workgroup Progress

- FTL Pods to come!-We made a resource request for the faculty PD around honors contracts and Chialin is in support. Then Anniqua Rana had the idea to combine it with the FLP pods program. The idea is that we'll have veteran honors contract faculty sharing strategies with new honors contract faculty, and people will get paid for the PD as well as for a certain number of meetings with their honors contract students. Faculty will have the choice of

attending one to three of the training sessions, either as a trainer or a trainee. Rebekah and Ray Lapuz will meet to figure out the logistics

- Micheal mentioned that work with honors students can be immense so it is important to have the stipend. Rebekah clarified that faculty who join the Honors pod will be paid for their meetings with honors students. 1-3 PD meetings, around 4-8 student meetings at \$75 an hour-we have to confirm how much but originally we asked for \$15,000
- Julie Luu was a big helping in setting this up and calculating it
- Michael asked if it could be retroactive and Rebekah said it couldn't but she very much appreciated everyone's work. She mentioned that the deans appreciate that this is professional development. This will also allow us to expand opportunities for students as the program is growing.
- [Sign up here if willing to do honors contracts](#) so I can make a flyer

#### **HTP Cohort Model/Plan Workgroup Progress**

- HIST 202, Hoffman Math 200
- Eng. 110 honors only-spread the word!
- We hope to have [COMM 110](#) fall 2025 after part of CALGETC goes well, 1 every semester.
- Also, hope to have BIOL 100 honors only maybe-working on it.
- John explained: We are going to get through the CalGETC which means most of our core classes have been reestablished to meet the the one C count, get C guidelines, and then on top of that, I just found out that the common 110 class is gonna be one of the first classes going through. So once we get past all that stuff, the plan is to recruit and have a full honors COMM 110. Introduction to public speaking course in fall 2025. The plan is to have the class. We have always had students sign up for the honors section. Dean Carranza is completely on board.
- Rebekah will be ready to launch all the marketing for COMM 110 in summer 2025
- Umoja Honors\* Lezlee Ware Pol.Sci is working on an honors Umoja class
- Michael Hoffman is going to do an honors statistics class
- We'd like to work more with PUENTE too
- Honors classes are for everyone and we need to emphasize that since students are often intimidated by the word "honors"-Former Cañada College student Diego Zavalos who transferred to UC Berkeley and is back working in EOPS shared that point recently.
- Honors only courses: [See Title 5 language](#)-we are not required to have two sections per every honors section since anyone can take honors but it is nice to at least have one non-honors option for students
- Michael Stanford said If you have a rotation system, say an honors one semester and a regular, the next semester that should do the trick. As it stands, we have rotations where a course is only taught once every 3 semesters.
- We have to be very careful as long as students can complete their majors.

#### **Fall 2024 Meeting Dates**

- What are people's Preferences for times and days?

PTK Announcements

Other Announcements?

Sarah mentioned that the Bay honors research symposium is looking for moderators, and this is a great thing, if you have a student, whether this is a student you have mentored or just a student,

you know, who got accepted and you're planning on going anyway. It's a great way to get involved. Moderating in this case is literally the easiest thing is introducing folks BHC is super fun. It's May 4th. It's at Stanford. It's a beautiful location. Delicious lunch. HTP will pay the \$35 registration. When you go to pay, select Cañada and that our program will pay. However, you have to fill out a conference advance form. Once you let me know you are going, Alessandra Zanassi will send you a pre-filled form.

**Adjournment**