

PROGRAM COMMITTEE NAME:		Honors Committee				
CHAIRPERSON:		Lesley Ingham				
MEETING DATE:		3/29/18	MEETING TIME:	2:00	MEETING PLACE:	Parc 215
RECORDER:		Donna Salter		PREVIOUS MEETING:	02/21/18	
COMMITTEE MEMBERS						
List all members of the committee, then place an X in the box left of name of those present						
	NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL	
	Robert Austin	VP SA				
X	Jill Gibson	Co-Coordinator				
X	Lesley Ingham	Co-Coordinator				
	Dr. Tamara Clunis	VP AA				
	Angie Alvarez	Advisor				
x	Mary Dodson	Faculty				
	Richard Chambers	Faculty				
x	Kristin Edford	Faculty				
x	Teresa Da Costa	Faculty				
x	Becky Easton	Faculty				
x	Beth Rodriguez	Faculty				
EX-OFFICIO'S PRESENT						
	Kevin Ball					
AGENDA ITEM		ACTION DISCUSSION INFORMATION			RESPONSIBILITY	
Old Business:						
Continuing Business:						
Spring Travel Proposal Invitation		Gibson reminded members of the travel proposal timeline.				
Committee's Charge		Gibson explained that the committee is charged with examining AC's current Honors Program, offerings, and best practices for Honors and submitting				

Advisory Committee Meeting Minutes

	recommendations for revision or expansion of AC Honors.	
Takeaways from “Honors Homework”	Committee members shared what they believe to be the key components of an effective Honors program (attached) and Kristin Edford shared handouts explaining another honors programs’ description/criteria. Gibson handed out the preliminary Honors College Proposal (attached) that sparked the decision to pursue a discussion of expansion/redesign/best practices.	
Summary of Current Honors/Scholars	Gibson explained the current Honors program and how some students enroll in an honors section, while others choose to enter into an honor’s contract while enrolled in a regular section. Dodson stated that this has led to some confusion among students and teachers. Gibson explained that students can self-enroll in an Honors section. She then explained the Presidential Scholars program and how it differs from Honors.	
Honors College (or Honors Institute) Proposal	<p>Gibson explained why she sees a need for an Honors College or Institute separate from the Scholars Program. A discussion followed regarding guidelines, requirements, course structure, etc.</p> <p>Questions the committee discussed:</p> <p>Do developmental class grades count toward overall GPA thus impacting students’ entry into honors sections?</p> <p>Should self-registration be removed?</p> <p>Does the Honors program currently meet the needs of deserving honor students who will transfer to another institution?</p> <p>How are Honors classes reflected on a student’s transcript?</p> <p>Should there be Honor sections only, contracts only, or both?</p> <p>Committee members agreed that further discussion and clarification will be needed.</p>	
Questions regarding proposal	<p>Transfer benefits & articulation agreements</p> <p>Proposed staffing structure</p> <p>Committee agreed there would need to be someone full time to handle the administrative tasks of managing an expanded honors program, which could take the form of an advanced administrative assistant/executive secretary.</p> <p>Budget</p> <p>Tabled for now</p>	

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	<p>Diversity Plan Committee felt like diversity is covered by recruitment at the high schools where the population is very diverse. The committee agrees that recruitment efforts needs to be put in place to target other age groups as well as high school seniors.</p> <p>SACS Considerations Nothing identified by committee</p> <p>Curriculum Committee agrees that more research needs to be done in order to better serve the Honor students.</p> <p>Admission Criteria Easton suggested a tier system with an entrance and exit element. The committee agreed that was a good idea – entrance could be taking an Honors course along with 3.0 GPA. Exit could be recognition upon graduation if student has satisfied all requirements. Requirement suggestions included community service, leadership in a campus club, and attendance at three cultural events. Committee members agreed that further discussion and clarification will be needed.</p>	Gibson will check with Institutional Advancement to determine if there might be any issues with SACS.
Decisions:	No decisions were made at this time.	Committee will continue to work on the development of the Honors Review/Proposal in order to submit it for approval before next year.
New Business:		
Chairperson Signature: Jill Gibson		Date: 3/29/18 Next Meeting: 4/26/18

Honors College Proposal

What if we could do more to develop the abilities and potential of high achieving, motivated students at Amarillo College? We propose seeking a donor to help Amarillo College create a named Honors College that will prepare our students to excel, become leaders and improve life in their communities.

Creating the Honors College will increase students' opportunities for scholarship, leadership and service. As members of an Honors College, AC students will be able to gain recognition at the local, state, regional and national levels. Establishing an AC Honors College will also boost graduates' opportunities to transfer directly into Honors colleges at universities.

Students will only be admitted to the Honors College by application and a limited number of students will be accepted each year. We propose beginning the program by admitting 50, then expanding to 75 and 100 in the following two years.

Students who are admitted to the Honors College will receive

- An "Honors College" designation on transcript and diploma
- Smaller classes with increased student engagement and interactivity and exceptional faculty
- The opportunity to participate in undergraduate research, cultural enrichment and service learning opportunities
- Payment of Phi Theta Kappa (the national community college honor society) dues (Approximately \$100 per student.)
- Articulation and scholarship agreements with universities
- Invitations to special Honors events and activities
- Special recognition at graduation
- The opportunity to apply for national Honors awards and grants and to participate in and present at national and regional Honors conferences
- The chance to participate in a paid two-day cultural, technology or health care excursion in the DFW metroplex.
- Mentoring from community leaders in the students' areas of study.
- Leadership training workshops
- Weeklong Honors Expo featuring speakers and presentations relating to the students' areas of research and study.

Proposed Honors College admission criteria...

In order to be admitted to the Honors College, candidates will complete a written application and essay and submit two recommendations, transcripts and test scores. Successful candidates will have:

- A minimum of 90% high school GPA or 3.0 college GPA
- College-level placement on the TSI or a combined SAT score of 1100 (math, critical reading) or a composite ACT score of 26

- Demonstrated involvement in extra-curricular activities

Earning Honors/Scholars designations on transcripts...

In order to earn the Honors College designation on the transcript, a student must

- Be admitted to the Honors College
- Maintain a GPA of 3.0 or above
- Complete at least four Honors classes--designated with an 00H or by Honors contract

An established practice for serving students...

Numerous community colleges throughout the country have established Honors Colleges.

Examples include The Robert "Bob" Elmore Honors College at Broward College⁺

<http://www.broward.edu/academics/Honors/Pages/default.aspx>, The Seneff Honors College at Valencia College <http://valenciacollege.edu/Honors/>, The Honors College at Lone Star College

<http://www.lonestar.edu/Honorscollege.htm>, The Honors College at Miami Dade College

<https://www.mdc.edu/Honorscollege/>, The Honors College at Houston Community College

<http://central.hccs.edu/about-us/hcc-Honors-college/>, The McLennan Honors College

<http://www.mclennan.edu/Honors-college/>, The Phil Hardin Foundation Honors College at

Meridian Community College <http://www.meridiancc.edu/workforce-education/Honors-college/index> and many more.

Current Honors & Scholars offerings...

Currently, AC offers the Presidential Scholars Program, which is similar to the proposed Honors College but serves a much smaller number of students and has an overseas travel component..

The Scholars Program is an application-only learning community of 15 high-achieving recent high school graduates. The Presidential Scholars Program has been highly successful at serving exceptional students and we believe that this program must continue at AC. Unfortunately, the Scholars Program provides enriched opportunities for a very small number of students and numerous applicants must be turned away. Because the defining aspect of the Scholars program is the paid global educational travel program, expanding the number of Scholars admitted is cost-prohibitive. We accept 15 new Scholars each year and serve up to 30 at a time. The existing Presidential Scholars Program would continue as is and would be a subset of the Honors College if this proposal becomes a reality. So, all Presidential Scholars would be members of the Honors College, but all members of the Honors College would not be Presidential Scholars.

In order to graduate as a Presidential Scholar, students must

- Be admitted to the Scholars Program
- Maintain a GPA of 3.5 or above
- Complete at least four honors classes--designated with an 00H or by honors contract
- Complete two semesters of Scholars Seminar (EDUC-1100-PSH and HONR 1011-PSH)
- Complete a significant research project

AC currently also offers designated honors class sections a semester. Honors sections are smaller, more interactive sections of high enrollment classes. Students can self-enroll in honors sections if they have at least a 3.0 GPA or a 90% average directly out of high school. These students receive no scholarships incentives and, while each class is labeled with an "H" on the transcript, they receive no official "Honors" designation when they graduate. Currently we offer about 10 sections of Honors classes in general education core areas each semester. These classes serve about 200 students each semester. Honors courses are usually limited to classes with multiple sections.

We also offer the Honors by contract option, which allows students to choose courses not classified as honors sections and earn an honors section credit. The contract is an agreement between the student and the professor and approved by the Honors co-coordinator. The Honors contract will detail an enhanced aspect of the class, such as a special project that will enrich the students' experience and learning beyond the standard scope of the course.

Members of the proposed Honors College, (including those in the Presidential Scholars Program), would be required to complete at least four honors designated sections.

Building on our experience...

As our community's college, AC should strive to serve all types of students—from helping the underprepared students to prepare... to helping the successful students to excel. AC's success with the Presidential Scholars Program and the standard Honors classes has proven that students are interested in and qualified for these opportunities. The creation of an Honors College will provide important benefits for AC students and our community as a whole.

Projected Honors College annual costs

- Annual cultural, technology or health care DFW metroplex excursions: \$20,000 for up to 60 students a year
- Honors Expo: An annual week of speakers and presentations (includes food, printing, speaker's fees, travel and speaker lodging) \$10,000
- National Collegiate Honors Council Institutional Membership and Annual Conference: Allows students to qualify for national grants for innovative Honors college projects and research funding, conference participation, professional development for faculty and leaders, national awards for students and faculty and program reviews. Includes registration and travel costs for up to three students per year to attend and potentially present at National Conference \$6,350
- Great Plains Honors Council Membership and Conference: Allows students to attend and present at annual conference, compete for scholarships and awards. Annual registration and travel costs for 3-5 students and 1-3 faculty members \$5,050
- Annual professional development grants for Honors faculty: allows qualified faculty to apply to attend workshops, conferences or training to enhance their teaching and explore high impact Honors practices: \$2,000

- Phi Theta Kappa (national community college honors society) dues for all Honors College members: \$1,000 annually
- Student Leadership Retreat Fee Scholarship for all members: up to \$400 annually (maximum award is \$20 per student twice a year but not all will be able to attend retreats)
- Special Honors College cords for graduation: \$200
- Supplies and promotions \$5,000

Projected annual budget \$50,000

Please note that this \$50,000 annual budget does not include funding for the Presidential Scholars Program or Honors/Scholars staffing. Currently Honors/Scholars is staffed by co-coordinators, Lesley Ingham and Jill Gibson and part-time assistant Donna Salter. Ingham and Salter's salaries come from the Honors budget and Gibson receives six hours release time for her co-coordinator duties. We believe this existing staff is sufficient for managing the proposed Honors College.

Honors Committee Meeting Agenda March 29, 2018

- I. Spring Travel Proposal Invitation
- II. Takeaways from "Honors Homework" –Key Components
- III. Summary of Current Honors/Scholars
- IV. Honors College (or Honors Institute) Proposal
- V. Questions for Honors Committee
 - a. Are we interested in submitting a revised proposal for creating a named Honors College (or Honors Institute)?
 - b. If so, proposal must address:
 - Transfer Benefits & Articulation Agreements
 - Proposed Staffing Structure
 - Budget
 - Diversity Plan
 - SACS considerations
 - Curriculum
 - Admission Criteria
 - Anything else?
- VI. What other modifications need to be made to our current Honors/Scholars offerings?
- VII. What additional information needs to be gathered?

Dr. Mary Dodson

Five possible key components to consider:

1. First and foremost, more stringent guidelines as to acceptance into the Honors Program need to be in place. High school GPAs that have no consideration of non-AP courses, etc. are misleading. The referenced handbook in your email indicates the below. I much appreciate the idea of a submitted essay. I currently have five honors students. Two are making an A; one is making a C; and the other two are, at best, D writers. This is not an exception but the norm.

'Uniform Standards

The following items are often used to set uniform standards for entrance into the program and the courses:

- Minimum cumulative GPA;
- SAT or ACT score—this criteria is usually expressed as a total number and as a minimum score on particular sections of the test.

Programs often consider what the standard is in the area to define this criterion fairly;

- **An essay offering proof of superior writing ability;**
- Evidence of special competency or creativity, such as projects or a portfolio;
- Instructor recommendation(s);
- Signs of especially strong student motivation, perhaps determined through interviews, written pro

2. Improved on-campus marketing.
3. Clarity for students as to what being an "honors student" should indicate, does demand, and how it will be of benefit. (Two of my honors' students didn't know they were enrolled as such—this happens frequently.)
4. Clarity as to the relationship between Honors students and Presidential Scholars for professors as well as students.
5. An Honors Students Club allowing such students to recognize each other and support each other might be a consideration.

- Bob Austin
- Write a list of what you believe are five key components of a successful honors program/honors college:
 1. Program is widely advertised and designed to add value to the student academic experience
 2. Honors-specific tracks built into the Colleague student planning module
 3. Co-curricular programming that is specific to honors students
 4. Articulated honors-to-honors transfer and scholarship opportunities
 5. AA in General Studies degree plan that is specifically designed for honors students