



**Honors Transfer Program Advisory Committee
Meeting MINUTES**

Sept.9, 2:30-4:00 pm. In person 13-233

Zoom: <https://smccd.zoom.us/j/87072555007>

Attendance: Julie Luu, Chris Burns, Nathan Tam, Michael Stanford, Daryan Chan, Ameer Thompson

Absent: Salumeh Eslamieh, John Perez,

AGENDA			
ITEM	PRESENTER	TIME	PROCESS
1. Overview and Approval of Agenda 2. Approval of Minutes from April 7 & 8 meetings Meeting Minutes & Approval <ul style="list-style-type: none"> The committee is not governed by the Brown Act but still approves minutes for transparency. Two meetings (April 7 & 8) were held on the same topic due to urgency; notes were merged. Julie Luu took notes for April 7; transcript from April 8 was added. A motion was made and seconded to approve the agenda. A correction was noted regarding duplicate attendee names; R will verify and specify attendance per meeting before posting. Motion proposed to approve minutes after correcting name duplication. 	All	3-5 min	Action
<ul style="list-style-type: none"> Introduction of new members, Honors Counselor, and Honors Ambassador Review of bylaws Bylaws Review & Proposed Updates <ul style="list-style-type: none"> Members reviewed outdated bylaws; new members were encouraged to suggest changes. 	All	10-15 min	Info. Action?

<ul style="list-style-type: none"> • R proposed adding specific expectations for committee members (e.g., attending meetings or responding to emails). • Issue raised about inactive members claiming committee membership without participation. • Suggestion to include removal procedures for non-participating members, similar to Academic Senate practices. • R will draft proposed changes and email them for vote at the next meeting. 			
Business			
<p>HTP Successes and doings</p> <ul style="list-style-type: none"> • IPC presentation. HTP annual banner! • Monthly HTP Q & A: 9/29, 10/27, 11/24 <p>Program Successes & Growth</p> <ul style="list-style-type: none"> • Enrollment in IDSP150 and overall Honors Transfer Program is increasing. • Record number of honors contracts and high completion rates (96% in IDST 150). • Significant increase in student presentations at BHC (11 students, 8 presentations). • Double the number, 20 graduates last year, with high transfer rates to top universities (e.g., 92% to UCLA). <p>Faculty Q &A & Outreach</p> <ul style="list-style-type: none"> • Monthly Honors Program Q&A sessions for faculty are held on the last Monday of each month. • Designed to support faculty with honors contracts, courses, and general questions. • Faculty are encouraged to spread the word. • HTP kick off Report <p>Honors Kickoff Report</p> <ul style="list-style-type: none"> • Over 40 attendees zoom and in person; feedback very positive but a couple people mentioned the need for shorter, more interactive meetings which we'd like to do as well. • Suggestion to include reordering slides to present benefits first and allowing food during meetings (that was actually what we did but people came in late). • Multimodal format (in-person and Zoom) was appreciated. 	<p>Rebekah</p> <p>Daryan & Nathan</p>	<p>10-15 mins</p>	<p>Info.</p>

<ul style="list-style-type: none"> Future planning to include more interactive elements and better scheduling. 			
HTP Updates <ul style="list-style-type: none"> UC Irvine changed agreement Honors Classes, cuts, enrollment & marketing Work to get more Honors classes-psy., socio. Sections: Bio 225 , Math, in future Chem 250 Course Offerings & Challenges <ul style="list-style-type: none"> Two honors courses (CRE110 and STAT C1000) were cut due to low enrollment and scheduling issues on Websmart (the latter was listed incorrectly from April to May despite repeated requests from Coordinator and faculty to change it). Solutions include getting faster help with webschedule, offering smaller honors sections within general courses. Concern about limited honors course options for STEM students; suggestion to add more science courses. Planning ahead and supporting faculty are key to sustaining honors sections. 	Rebekah	by 3:05 15-20 mins	info.
Transfer Workshop Planning <ul style="list-style-type: none"> Oct. 22, 2:30-4pm, 13-330 & Zoom Come say hello, encourage RSVP, volunteer 	Daryan Rebekah	5-10 mins	Info.
Finding an Honors Space <ul style="list-style-type: none"> History with Social Science Hub & STEM 13-330/332 interim - PTK space? Need for a designated honors space per UCLA TAP agreement. Current event spaces (Rooms 1330 & 1332) are used but not ideal for regular student use. Social Science Hub considered but has logistical and organizational challenges. Ongoing search for a suitable space that accommodates both bigger events and smaller student hangouts. 	All	by 3:30 5-10 mins	Discuss Action?
Compensating Honors Faculty: 3:30 <ul style="list-style-type: none"> What we tried: pros and many cons New Idea inspired by Las Positas - Workgroup needed R proposed an online certification course for faculty doing honors contracts. 	All	15-20 mins	Discuss

<ul style="list-style-type: none"> • Inspired by La Positas College's model; short course with compensation and certification. • Designed to be accessible, especially for part-time faculty. • Feedback supported the idea, emphasizing clarity, convenience, and asynchronous format. 			
Next Meeting time: <ul style="list-style-type: none"> • Doodle results • It was agreed to meet Nov. 4 3:30-5pm 	All	5 mins	Discuss
Transfer Program Announcements PTK Announcements		5 mins.	Info.
Adjournment: 4pm			