

Honors Department
AUP for Academic Year 2019-2020
October 2018

Describe Department/Unit

Connection to College Mission

Honors Program Mission:

The Honors Program seeks to prepare students for transfer and to heighten students' educational experiences. The Honors Program supports Cerro Coso's mission to provide academic instruction to promote fulfillment of four-year college transfer requirements and encourage degrees. The Honors Program encourages and recognizes students' academic excellence, degree completion, and transfer readiness.

Catalog Description for Honors:

"The Cerro Coso Honors Program is designed to serve highly motivated students who are interested in a challenging and rewarding academic experience, preparing them for transfer to a four-year college. Honors Program students benefit from priority registration at Cerro Coso, scholarship opportunities, priority admissions at many universities, and other advantages through the Honors Program's transfer agreements with many UC, CSU, and private universities."

Phi Theta Kappa Mission:

Phi Theta Kappa is an international honors society for community college students. Its mission is to recognize and encourage academic achievement of community college students and provide development opportunities through participation in leadership, honors, service, and fellowship. Phi Theta Kappa supports Cerro Coso's mission to encourage degree completion. Phi Theta Kappa membership is one of the ways students are recognized for their academic excellence at Cerro Coso. Our chapter also offers students opportunities for chapter leadership and community and college service.

Connection to College Mission:

Both the Honors Program and Phi Theta Kappa support the College's mission to produce and support student success and achievement.

Connection to College's Strategic Plan Goals:

Both the Honors Program and Phi Theta Kappa support the College's third strategic goal, optimize student enrollment and promote Cerro Coso as the higher education option of first choice to potential students throughout our service area, by directly contacting high school students eligible for the Honors Program, offering a \$1000 scholarship to an outstanding incoming student, and showcasing the best Cerro Coso has to offer in a high-end, quality education. The benefits of the Honors Program and Phi Theta Kappa can help draw students to Cerro Coso and make their time here even more advantageous when applying for jobs, scholarships, and transfer.

Report on Improvements Made and Gaps Identified in the Prior Year

Student Equity: Actions Taken

Without equity data, cannot measure. We continue our outreach and communication procedures as before.

Student Equity: Gaps to be Addressed

Socioeconomic Status: Economically Disadvantaged

Gap Identified:

Honors: Without equity data, cannot measure gaps.

Phi Theta Kappa has made two significant changes:

- Cerro Coso Foundation scholarship covering membership fees for many students (122 annually). This will help economically disadvantaged students access PTK.
- PTK now available to incarcerated students. We are using Foundation scholarships to help these students access PTK.

Outcomes Assessment: Actions Taken

Actions taken in the prior academic year

Continued implementing ENGL C070 as a prerequisite.

Outcomes Assessment: Gaps to be Addressed

n/a

Type:

SLO

Target Missed/Gap Detected:

SLOs in honors courses are assessed by departments, not by the honors program.

PTK has no courses and, therefore, no SLOs.

Type of Gap:

Analysis and Plan for Improvement:

Anticipated Semester for Implementing Planned Improvements:

Anticipated Semester of Next Assessment:

Program Review: Actions Taken

Honors

Year of Last Program Review:

2014-15

Actions Taken in the Prior Year to Address Strategies:

Held college-wide informational session early in fall semester. This is the second year we have done this and it has been especially good at connecting with students new to the program.

Strategies Still to be Addressed:

Honors

Year of Last Program Review:

2014-15

Actions Taken in the Prior Year to Address Strategies:

(Not sure where in the AUP to address this.)

To improve access and make the Honors Program more consistent, we have replaced honors contracts with a half-unit 299H course. This gives students evidence on their transcript of their honors work. It also increases access to the Honors Program as these classes, like the regular honors courses at IWV, can now be taken by more students.

Strategies Still to be Addressed:

Annual Planning: Actions Taken

Support growth of Phi Theta Kappa

New advisor is on board and very active.

Additionally, we have added a third advisor at the prisons, specifically for incarcerated students, who are especially interested in serving as leaders and completing PTK projects.

Leadership Course

Advisors attending PTK leadership conference this month, October 2018.

Phi Theta Kappa Involvement

Good progress implementing this:

- Membership numbers are increasing
- Active officers attend national conferences
- After conference, officers report back to membership via meetings, help recruit new officers, and help train incoming officers
- Current officers met with President's Circle as a way to circle back with the Cerro Coso Foundation

Review of Current Year Initiatives

Reminder of Initiatives for the Current Year

Growth

Phi Theta Kappa: Student Equity money would be useful in supporting incarcerated students. If limited number of scholarships provided by the Foundation must be directed to incarcerated students, this takes away the number of scholarships available to non-incarcerated students. We have developed a scholarship application for students and will be making decisions about how many and which students receive Foundation money. This means we may not be able to support all incarcerated students. EOPS pays membership fees for their eligible students. I believe Equity should consider doing the same for incarcerated students.

Leadership

No further support needed. Currently receiving financial support to attend leadership conference.

Plan Initiatives for Next Year

Initiatives for Next Academic Year

Growth

Is this part of a multiyear initiative?

Yes

Specific Action Steps to be Taken:

Increase number of students joining and completing the Honors Program:

- Improve faculty and staff awareness of Honors Program
- Improve outreach to eligible students. Specifically, get contact information for all students who have taken an honors course--indicating interest in honors--and contact those students who have not yet joined the Honors Program

Increase number of students joining Phi Theta Kappa:

- Work with PTK to communicate with eligible students
- Work with student officers to promote PTK college-wide

Lead Measure of Success:

Number of students contacted about the Honors Program

Number of students joining Phi Theta Kappa: increase over previous years

Are any of the lead measures identified above lacking assessment instruments?

No

Does the department request help to develop these instruments?

No

Lag Measure of Success:

Number of students joining Honors Program: increase over previous years

Number of students joining Phi Theta Kappa: increase over previous years

Person Responsible:

Christine Swiridoff

It addresses a program review strategy

Which strategic goal does this initiative address?

Goal 1: Maximize Student Success, Goal 3: Ensure Student Access

Evaluate Resource Needs

Facilities

None

Information Technology

None

Marketing

None additional

Professional Development

Conference attendance for Honors Program Coordinator and Counselor and/or Phi Theta Kappa Faculty Advisors. May include the following:

- Honors Transfer Council of California (HTCC) meetings (in-state travel)
- Honors Transfer Council of California (HTCC) Undergraduate Research Conference (in-state travel)
- National Collegiate Honors Council (NCHC) Conference (out-of-state travel)
- Leadership conference/training (in- or out-of-state travel)
- Phi Theta Kappa Nevada/California Regional Conference (in- or out-of-state travel)
- Phi Theta Kappa National Convention (out-of-state travel)

Research and Data

No data is provided for either Honors Program or Phi Theta Kappa. If the college would like assessment of gaps, then data is needed.

Staffing Requests

1000 Category - Certificated Positions

2000 Category - Classified Staff