FROM: Honors PreReq Workgroup  
TO: Foothill College Curriculum Committee  
DATE: June 2, 2020  
RE: Recommendations for Honors Pre-Requisite Statements and Honors CORs

CCC INSTRUCTIONS:  
An Ad Hoc Workgroup met weekly on Fridays via Zoom throughout the month of May – in reponse to a formal “Proposal to Create New Ad Hoc Committee: Honors Institute Course Prerequisite” approved by the CCC on April 21, 2020.

WORKGROUP MEMBERS:  
Scott Lankford (chair, English), Evan Gilstrap (Articulation), Maritza Jackson Sandoval (Counseling), Voltaire Villanueva (Honors Co-Director), David Marasco (Physics), Stephanie Chan (English), Kella Svetich (English), Susie Huerta (Honors Co-Director), Debra Lew (Counseling), Eric Kuehn (Music)

TASKS:  
- “investigate the impact of removing “Honors Institute participant” prerequisite  
  - Compare with prior Honors requirements  
  - Research comparison with other community colleges in our region  
  - Gather input from UCLA Transfer Alliance Program  
- “make a recommendation which ensures [Honors CORS] Title V compliance”

RESEARCH:  
The Workgroup contacted Honors Directors at Skyline and Los Medanos and conducted website comparisons with the following colleges:  
- De Anza  
- Rio Honda (Whittier)  
- Miramar (San Diego)  
- Los Medanos (Pittsburg)  
- Skyline (Daly City)

OPTIONS CONSIDERED:  
1. **Advisory**: Enrollment in Honors Institute recommended but not required  
2. **Keep Honors Enrollment Pre-Requisite**: But modify or eliminate entry criteria  
3. **No Statement**: allows anyone to enroll

RECOMMENDATIONS (in brief):  
1. Implement the “**No Statement**” option for all FH Honors courses.
2. Add a standard course description “Footnote” to all Honors Courses (attached)
3. Use the UCLA TAP Criteria (attached) as a guideline for standardizing Honors CORs.
4. Add additional “Methods of Evaluation” to all Honors CORs.
5. Design a student course evaluation rubric similar to Los Medanos (attached)

RATIONAL:

1. Implement the “No Statement” option for all FH Honors courses.
   - Eliminates confusing/off-putting pre-req statements for 1stGen and non-traditional students
   - Emphasizes exit-criteria for success instead of entry-criteria for course admission
   - Aligns with statewide trends and best practices in other Honors programs
   - Frees Honors Co-Directors to focus on building strong learning communities (instead of processing endless Honors Programs applications)

2. Add a standard course description “Footnote” to all Honors Courses
   Proposed footnote [draft]: Honors courses include more advanced and challenging assignments for students seeking additional academic training in preparation for university and college transfer. For more information, please visit the Honors Institute at https://foothill.edu/honors/

3. Use the UCLA TAP Criteria (attached) as a guideline for standardizing Honors CORs.
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4. Add additional “Methods of Evaluation” to all Honors CORs. These might include
   - Additional readings
   - Additional research
   - Additional written or research assignments
   - Additional projects
   - Additional service learning activities

5. Design a student course evaluation similar to Los Medanos’ rubric (attached)
   - Communicates Honors goals and objectives to students
   - Provides instructors with feedback on Honors goals and objectives
   - Helps reinforce Honors course consistency and quality across departments