

## **Reports and Recommends to Academic Senate**

### **HONORS TASK FORCE**

Last Update 4 October 2026 | Prepared for Senate Meeting October 7 2026

Academic Senate Approved Formation: February 2026

Academic Senate Approved Charge and Membership: Tentative date 7 October 2026

#### **BACKGROUND:**

SBVC's Honors offerings operate through a two-tier structure. Individual honors courses are open to any qualified student without requiring admission to the Honors Program, consistent with the course-level access model described by the Honors Transfer Council of California and on the SBVC Honors Program website. Separately, the Honors Program is a formal, completion-based pathway with its own admission and completion requirements. Students who successfully complete the Program receive Honors Program certification, transcript notation, and applicable transfer-priority benefits.

Following the restructuring of SBVC's participatory governance system and the related evaluation of governance committees, the former Honors governance committee was dissolved from the college's participatory governance structure. As a result, the Honors Program currently operates without an advisory body. This transition is occurring at a time when faculty and administration share an interest in strengthening the quality and sustainability of the Program.

In addition, the Reimagining Reorganization from the President's Office, which took effect July 1 2026, includes the creation and recruitment of a Director of Career and Transfer. Although the position has not yet been filled, its anticipated operational relationship with the Honors Program should be considered by the Task Force for operational best practices.

#### **CHARGE**

The Honors Task Force is established to evaluate the need for and design of an advisory workgroup to the Honors Faculty Lead, assess whether the Honors Faculty Lead role aligns with current program needs and applicable professional standards from preferred organizations (Honors Transfer Council of California (HTCC); National Collegiate Honors Council (NCHC); UCLA Transfer Alliance Program (UCLA-TAP); UC Irvine Transfer Admission Guarantee (UCI-TAG)) and recommend the organizational and operational structure necessary to sustain a high quality, equitable Honors Program at San Bernardino Valley College. The Task Force reports its findings and recommendations to the Academic Senate.

#### **Responsibilities**

The Task Force shall evaluate and research:

- The need for an advisory workgroup to the Honors Faculty Lead.
- The appropriate composition, charge, reporting relationships, meeting frequency, and ongoing responsibilities of such an advisory workgroup.
- The procedures, resources, and accountability structures necessary to support an effective, equitable, and sustainable Honors Program.
- The collaboration and administrative support needed to sustain Honors related activities, across both the standalone course offerings and the completion-based Program.
- Whether the existing Honors Faculty Lead position description, including its role, responsibilities, and institutional support, aligns with current program needs and applicable professional standards (HTCC, NCHC, UCLA-TAP and UCI-TAG).
- The operational responsibilities appropriately assigned to the Honors Faculty Lead and to Honors Program counseling, respectively.
- The anticipated operational relationship between the incoming Director of Career and Transfer and the Honors Program, for the purpose of establishing sound operational practices once the position is filled.

For the 2026 to 2027 academic year, the Task Force shall serve as an interim advisory body to the Honors Faculty Lead, providing input and recommendations on Honors matters including:

- a. Drafting an SBVC Honors Program handbook; and
- b. Reviewing the program's mission statement and tenets.

### Tasks

- The Task Force will maintain its working files in the SharePoint folder under Academic Senate until all work is complete.
- Recommendations will be forwarded to the Academic Senate using the template in the Participatory Governance Handbook v1.0, Chapter 17.
- All deliverables will be completed by March 1, 2027, allowing the Academic Senate sufficient time to review and act to move forward, revise, or decline the recommendations.
- The Task Force will meet at least twice monthly to complete its work within the time allotted.

### Special notes

- This task force shall not independently approve curriculum, direct employees, negotiate workload or compensation, commit institutional resources, or supersede the authority of the Academic Senate, Curriculum Committee, administration, collective-bargaining representative, or other established college bodies.
- The Task Force's review shall focus on the Honors Program's organizational needs and the faculty-lead position itself. It shall not constitute an evaluation of the individual currently serving as Honors Program Faculty Lead.
- It is of note that the organizations below intentionally highlight pedagogical innovation and equity practices as criteria for participation. They also allow for flexibility, encouraging each college to design the program that best fits their community.
  - Honors Transfer Council of California (HTCC);
  - National Collegiate Honors Council (NCHC);
  - UCLA Transfer Alliance Program (UCLA-TAP); and
  - UC Irvine Transfer Admission Guarantee (UCI-TAG))
- The Task Force's research, evaluation, and structural-design work shall conclude upon submission of its final report by March 2027.
- Following submission of the final report, the Task Force shall continue only in its interim advisory capacity through end of spring 2027 semester, or until a permanent Honors advisory structure approved by the Academic Senate begins its work, whichever occurs first.
- The Task Force shall automatically dissolve at that time unless the Academic Senate expressly extends or modifies its charge.
- If the Academic Senate establishes a permanent advisory workgroup, the Task Force shall provide an orderly transition of its records, pending matters, and recommendations to the new body.

### Task Force Composition

|                                |                                                                                                                                                             |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reporting Relationship</b>  | Academic Senate                                                                                                                                             |
| <b>Chairperson</b>             | Honors Faculty Lead                                                                                                                                         |
| <b>Chair as Voting Member?</b> | In the event of a tie vote, discussion shall be re-opened and a second vote taken. If the tie persists, the faculty chair shall cast the deciding vote.     |
| <b>Voting Members</b>          |                                                                                                                                                             |
| <i>Faculty:</i>                | Total = 11                                                                                                                                                  |
|                                | 1   Academic Svcs, Business, Comp.Tech, & Hospitality<br>2   *Arts and Humanities<br>1   Career Technical Education<br>1   Counseling & Student Development |

|                                    |                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | 1   Health Science<br>1   Instructional Support Svcs<br>1   Kinesiology, Health & Athletics<br>1   Science and Mathematics<br>2   *Social Science and Human Development<br><i>*Greater representation reflects the higher number of Honors-designated courses offered in Fall 2026, also consistent with historical course offerings.</i> |
| <i>Students:</i>                   | 1   From ASG                                                                                                                                                                                                                                                                                                                              |
| <b>Voting Members Term:</b>        | Temporary                                                                                                                                                                                                                                                                                                                                 |
| <b>Quorum #</b>                    | By consensus or majority vote, as determined by the Task Force at its first meeting.                                                                                                                                                                                                                                                      |
| <b>Non-Voting Resource Members</b> |                                                                                                                                                                                                                                                                                                                                           |
| <i>Management:</i>                 | 1   Appointed by the College President, in consultation with the VP of Instruction                                                                                                                                                                                                                                                        |
| <b>Meeting Frequency</b>           | Determined by Task Force                                                                                                                                                                                                                                                                                                                  |