

Recommendation for Removal of EMP Objective

Objective #4 – Honors Programs

EMP Objective #4:

“Develop an honors program to enhance transferability and employability for eligible students.”

Administrator in Charge:

Steve Reif

Target removal date:

March 2015

Completed action plan:

Appendix A

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#### Have the desired outcomes been accomplished?

No, they have not. After much conversation and discussion with College Senate, the administration determined that it would not be productive to move forward with an honors program for students at this time. The major impetus for this decision involved contractual limitations, particularly involving counselors and the role of American Honors advisors, as well as costs to participating students. The final decision not to participate was made by Chancellor’s Cabinet and was communicated at the February Academic Senate meeting. For a variety of reasons, outlined below, the College administration has decided not to pursue an honors program at this time:

- Objection to a for-profit organization.
- Unresolved conflicts with the OCCFA agreement.
- Lack of full buy-in and support from key constituents.
- Differing expectations for key program elements.
- Apprehension over degree to which program outcomes could be achieved.
- Unresolved issues regarding an honors program’s place in the changing academic environment.
- Concerns regarding the roles of OCC Counselors and the American Honors advisors.

For details regarding specifics, please refer to the Honors Portfolio, owned by Nancy Showers.

#### What worked well in this process?

- Initial visits and research to other honors programs were informative and helped to shape the conversations for OCC.

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- Communications with the administrators of the American Honors program were positive, honest and cordial.
- Preliminary implementation team meetings were productive and useful. Key issues were identified and best practices were thoroughly researched.
- Initial faculty engagement was broad-based and extensive.
- Open and informative town meeting discussions with all members of College senate.
- Facilitated skyping sessions with colleges who were using American Honors programs.

#### What could have been improved in the process?

- Consistent and clear communication among various college constituencies.
- Positive opportunities provided by American Honors were negated by contractual constraints.

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Appendix A- Completed action plan

| <b>Objective #4: Develop an honors program to enhance transferability and employability for eligible students</b> |                                                                                                                                                                |                                |                                   |                                                                                           |                                                                                |
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| <b>Administrator-in-Charge: Steve Reif</b>                                                                        |                                                                                                                                                                |                                |                                   |                                                                                           |                                                                                |
| <b>Accountability Measures</b>                                                                                    | <b>Milestones/Action Steps</b>                                                                                                                                 | <b>Team Member Responsible</b> | <b>Milestone Completion Dates</b> | <b>Status</b><br>OT = On track<br>D = Delay (Explanation needed in Notes)<br>C = Complete | <b>Notes</b>                                                                   |
| Year 1<br>Establishment of OCC Honors Program Design Team                                                         | 1. Recruitment of College-wide membership for OCC Honors Program Design Team                                                                                   | 1. S. Reif                     | 1. January 2013                   | 1. C                                                                                      | Honors Program Design Team established                                         |
| Year 1<br>Research of best practices                                                                              | 1. Twenty-five of best community college honors programs reviewed and compared<br><br>2. First site visit of established honors programs – Schoolcraft College | 1. S. Reif<br>2. S. Reif       | 1. April 2013<br>2. April 2013    | 1. C<br>2. C                                                                              | Best practices summary report developed and approved by team                   |
| Year 1<br>Determine optimal scope of OCC Honors Program                                                           | 1. Determine readiness of OCC for honors programming                                                                                                           | 1. S. Reif                     | 1. February 2014                  | 1. C                                                                                      | OCC Honors Program Mission and Goals; SWOT Analysis                            |
| Year 1<br>Determine readiness for OCC Honors Program                                                              | 1. Determine objective measures of:<br>(a) student                                                                                                             | 1. S. Reif                     | 1. June 2014                      | 1. D                                                                                      | After presentation by American Honors and Mercer County CC, OCC administration |

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|                                                                                                   | eligibility<br>(b) program<br>performance                                                                                                                                                                                                                                                                                                                   |                                                                                                                          |                                                                                                                                             |                                                                                                  | advised that we will not be pursuing an Honors College at this time. See Recommendation of removal of EMP Objective #4. |
| Year 2<br>Identification and development of administrative components of OCC Honors Program       | <ol style="list-style-type: none"> <li>1. Development of role/job description of Honors Director</li> <li>2. Development of process to hire Honors Director</li> <li>3. Establishment of reporting structure for Honors Program and personnel</li> <li>4. Determination of organizational role and structure of Honors Advisory/Policy Committee</li> </ol> | <ol style="list-style-type: none"> <li>1. S. Reif</li> <li>2. S. Reif</li> <li>3. S. Reif</li> <li>4. S. Reif</li> </ol> | <ol style="list-style-type: none"> <li>1. July 2014</li> <li>2. August 2014</li> <li>3. September 2014</li> <li>4. December 2014</li> </ol> | <ol style="list-style-type: none"> <li>1. D</li> <li>2. D</li> <li>3. D</li> <li>4. D</li> </ol> | Not applicable.                                                                                                         |
| Year 2<br>Identification of physical facilities requirements for OCC Honors Program based on best | <ol style="list-style-type: none"> <li>1. Dedication of facilities for OCC Honors Program</li> </ol>                                                                                                                                                                                                                                                        | <ol style="list-style-type: none"> <li>1. S. Reif</li> </ol>                                                             | <ol style="list-style-type: none"> <li>1. March 2015</li> </ol>                                                                             | <ol style="list-style-type: none"> <li>1. OT</li> </ol>                                          | Not applicable.                                                                                                         |

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| practices                                                                                 |                                                                                                                                                                                                                                                                                                                       |                                                                                                                          |                                                                                                                                         |                                                                                                      |                 |
| Year 2<br>Determination of all fiscal resources required to fully fund OCC Honors Program | <ol style="list-style-type: none"> <li>1. Development of budget for entire Honors Program</li> <li>2. Permanent and full institutional funding for OCC Honors Program secured</li> </ol>                                                                                                                              | <ol style="list-style-type: none"> <li>1. S. Reif</li> <li>2. S. Reif</li> </ol>                                         | <ol style="list-style-type: none"> <li>1. June 2015</li> <li>2. June 2015</li> </ol>                                                    | <ol style="list-style-type: none"> <li>1. OT</li> <li>2. OT</li> </ol>                               | Not applicable. |
| Year 3<br>Identification of faculty requirements for participation in OCC Honors Program  | <ol style="list-style-type: none"> <li>1. Faculty criteria established</li> <li>2. Establishment of faculty training and certification processes</li> <li>3. Finalization of roles and responsibilities for teaching faculty</li> <li>4. Finalization of roles and responsibilities for counseling faculty</li> </ol> | <ol style="list-style-type: none"> <li>1. S. Reif</li> <li>2. S. Reif</li> <li>3. S. Reif</li> <li>4. S. Reif</li> </ol> | <ol style="list-style-type: none"> <li>1. October 2015</li> <li>2. December 2015</li> <li>3. March 2016</li> <li>4. May 2016</li> </ol> | <ol style="list-style-type: none"> <li>1. OT</li> <li>2. OT</li> <li>3. OT</li> <li>4. OT</li> </ol> | Not applicable. |

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