

BOARD OF HIGHER EDUCATION

REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Academic Affairs

NO.: AAC 16-26

COMMITTEE DATE: June 7, 2016

BOARD DATE: June 14, 2016

**ESTABLISHMENT OF ROXBURY COMMUNITY COLLEGE MEMBERSHIP IN THE
COMMONWEALTH HONORS PROGRAM**

MOVED: The Board of Higher Education accepts the report of the Commonwealth Honors Program Executive Committee and approves the establishment of **Roxbury Community College** membership in the **Commonwealth Honors Program** for six years, effective June 14, 2016.

Authority: Commonwealth Honors Program Approval Process Guidelines as Revised by the Board of Higher Education in November 2006; G.L. c. 15A, § 9.

Contact: Patricia A. Marshall, Ph.D., Deputy Commissioner for Academic Affairs and Student Success

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June 2016

Roxbury Community College Establishment of Membership in Commonwealth Honors Program

BACKGROUND

This motion concerns the establishment of Roxbury Community College's membership in the Commonwealth Honors Program (CHP).

REVIEW PROCESS

Roxbury Community College prepared a self-study document presenting its Honors Program structure and operation in terms of the Commonwealth Honors Program requirements. The report provided evidence documenting the fulfillment of the following criteria:

1. Alignment of the mission and goals
2. Organization and administration
3. Admissions criteria
4. Transfer criteria
5. Program curriculum
6. Graduation criteria
7. Program resources
8. Approval procedures for new courses
9. Student enrollment for past three years
10. Approval procedures for new courses

REVIEW TEAM FINDINGS AND RECOMMENDATIONS

On February 24, 2016, review team members Diane Sabato, Honors Program Coordinator at Springfield Technical Community College, Joanna Gonsalves, Honors Program Coordinator at Salem State University, and Brian Ayotte, Honors Program Director at the University of Massachusetts Dartmouth, conducted the review. Prior to the on-campus visit, the team reviewed the self-evaluation prepared by the College. The site visit was hosted by Associate Professor Rhonda Gray, who prepared the application report in advance of the site visit and organized the review team's schedule. The review team also met with President Valerie Roberson, representative faculty who teach honors courses, honors program students and graduates, members of the Honors Advisory Committee, key library staff, and the Vice President of Academic Affairs, Dr. Marcia Marotta.

Roxbury Community College currently offers institutional based honors programming and has now decided to apply for membership in the Commonwealth Honors Program. The visiting committee found that the Roxbury program satisfied the CHP criteria, and, therefore, the visiting committee recommends that Roxbury Community College be granted Commonwealth Honors Program status with a one year review.

The visiting committee made four recommendations, which will strengthen Roxbury's well-structured and well-run program:

1. Designate a separate and distinct Honors Program Budget that is controlled directly by the Honors Committee Coordinator.
2. Strengthen the Honors Program administration with part-time clerical support.
3. Create a specific location on campus for use as an Honors Program Center.
4. Increase the number of dedicated honors course offerings and/or honors sections to support the growing honors student body and to enrich their academic experience.

INSTITUTIONAL RESPONSE

Roxbury Community College responded that the operating budget for the Honors Program will be housed in the Office of the Vice President for Academic and Student Affairs and that administrative support will be provided by work study students. Regarding the creation of an Honors Program Center, space will be shared with Phi Theta Kappa. In response to the final recommendation, the institution has stated that as the number of faculty and students interested in the Program grows, the number of Honors sections will likewise grow.

RECOMMENDATION

Department of Higher Education staff thoroughly reviewed all documentation received from the Commonwealth Honors Program Executive Committee and recommends that the Board approve the establishment of membership of **Roxbury Community College** in the **Commonwealth Honors Program**.