

BOARD OF HIGHER EDUCATION
REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Assessment and Accountability **NO.:** AAC 09-25
COMMITTEE DATE: May 29, 2009
BOARD DATE: June 4, 2009

**RENEWAL OF BUNKER HILL 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 renews the
membership of **Bunker Hill Community College** in the
Commonwealth Honors Program for six years, effective June 4, 2009.

Authority: Commonwealth Honors Program Approval Process Guidelines as
Revised by the Board of Higher Education in November 2006

Contact: Francesca B. Purcell, Ph.D., Associate Commissioner for Academic
and P-16 Policy

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June 2009

Bunker Hill Community College

Renewal of Membership in Commonwealth Honors Program

Background

This motion concerns the continuation of Bunker Hill Community College's membership in the Commonwealth Honors Program (CHP). According to the Commonwealth Honors Program Guidelines, once Commonwealth Honors Program approval has been obtained by an institution, the Program will be reviewed every six years by the Commonwealth Honors Executive Committee. The report of the Committee shall be forwarded to the Board of Higher Education for approval. This is the first renewal cycle for Bunker Hill Community College.

Review Process

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

1. Alignment of the mission and goals of the Honors Program with those of Bunker Hill Community College
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 March 12, 2009, a review team comprising J. Thomas Grady, Professor, English Department and Chair of the Visiting Team, Bristol Community College; Ricki E. Kantrowitz, Ph.D., Professor of Psychology and Honors Program Coordinator, Westfield State College; and John Reiff, Director, Office of Community Service Learning, Commonwealth College, University of Massachusetts Amherst, conducted the six-year review. Prior to the on-campus visit, the team reviewed the self-evaluation prepared by the College.

On the basis of the campus visit, the review of the self-evaluation, and the materials received during the on-campus visit, the team concluded that Bunker Hill Community College Honors Program substantially satisfies the CHP criteria. The review team recommended to the Commonwealth Honors Executive Committee that it renew the membership of Bunker Hill Community College in the Commonwealth Honors Program.

The review team recommended the College increase dedicated administrative and technology support; make use of the College's Foundation Office to increase fundraising, state the CHP

mission statement consistently throughout all publications, review the requirement for two letters of recommendation; create a list of guidelines for honors course designation, and include the Board more fully in the approval and evaluation of honors courses.

Institutional Response

Bunker Hill Community College responded that academic affairs will provide additional administrative and technology assistance but may be limited due to budget constraints; the Foundation will be asked to assist the program by showcasing its students and that the Commonwealth Honors Program name will appear on the College's home page and the CHP mission statement will appear in the catalog and in all program publications. In addition, a new honors brochure will be published with the requirements of the program featured. The Program Directors clarified that no student is turned away solely on the basis of letters of recommendation and will retain the two letters of recommendation requirement and also clarified that guidelines exist and will be carefully followed in the implementation of the honors contract. The program's Board is involved in a number of new courses being proposed, and the possibility of offering an honors seminar at night will be explored.

Bunker Hill Community College will provide a status report on its response at the spring 2010 Commonwealth Honors Council meeting.

Recommendation

Department of Higher Education staff thoroughly reviewed all documentation received from the CHP Executive Committee and recommends that the Board approve the renewal of the membership of Bunker Hill Community College in the Commonwealth Honors Program.