The Santa Monica Community College District Honor Council was held
Thursday, July 9, 2009 at Santa Monica College
Vice President of Student Services Conference Room
1900 Pico Boulevard in Santa Monica, California.
Minutes prepared by Tamorah Thomas

I. Call to Order: SMC Honor Council Meeting – 3:00p.m.

II. Members Present:

- Dean: Judith Penchansky
- Faculty Members: Valerie Narey, HC Chair
  - Dawna Kemper
  - John Harwig
- Staff Members: Tamorah Thomas, HC Vice Chair
  - Joanne Laurance
- Student Members: Adrianna Moody
  - Brenda Sanchez

III. Review Minutes of May 21 and June 4

IV. Reasons For Recusing from Honor Board Hearing
1. Discussion ensued before deciding: that anyone who is asked to serve on the Honor Board
that perceives they may have a ‘conflict of interests’ would make the decision
independently to recuse themselves from a hearing – that the onus would be on each
individual member (faculty/staff/student or administrator) to recuse themselves.

V. Honor Board Process/Procedures
1. Discussion on Honor Board participants as ‘hearing members’ and participants as ‘hearing
testifiers’ and what, if any type of procedural handouts that the Honor Council would
provide prior to the actual hearing. It was then decided that two letters would be drafted
(Judy and Tamorah) to bring forth to the committee - one letter to be sent to the student/s
appearing before the board and a second letter to any faculty/staff member/s associated
with the student with an alleged academic integrity violation who may also want to appear
at the hearing.
VI. VIP Welcome Day, Opening Day-Faculty Flex Breakout Session and Faculty Dept-Flex Day

1. **VIP Welcome Day – August 28**
   a. Greg will give a 2 minute Honor Council presentation in the first hour during opening remarks. **Valerie to email Greg as reminder.**
   b. Honor Council resource table provided in the student dining area
      - Two slots to station: 8:00–10:30 and 10:30–1:00pm.
      - HC table banner, bookmarks, student interest sign-up sheet provided and HC members to station between 8:00am – 1:00pm.

2. **Opening Day – Faculty breakout/ flex sessions – August 27**
   a. Poster w/ HC and HB info – Valerie and any other HC faculty member to station at the poster and answer questions about the Honor Council/ Board.

3. **Departmental Faculty Flex Day**
   a. Three departments to have HC faculty member do a presentation.
      - Business, Greg
      - Math, Valerie/Dawna
      - Life Sciences, Valerie

VII. Poster for Opening Day-Faculty Flex Breakout Session

1. Ideas to put on poster: comics about cheating, Honor Council seal/principles logo, Honor Board flow chart, Honor Council mission statement, Honor Code, HC website address, Six Pillars of Character – **Valerie to get large logo made. Tamorah to send Valerie electronic files.**

VIII. Review Honor Board Hearing Process

1. Table to next meeting.

IX. Establish First Fall Semester Meeting (and Membership)

1. For the first meeting only Thursday, September 10, 1:00-3:30pm, Student Affairs conference room – to then decide upon the remaining Fall semester HC meeting times and updating membership.

X. **Honor Board Hearings**

1. Brief update on outcome of the June 5 hearing.
2. Possible hearings to be scheduled from new cases of alleged violations from the Spring 2009 semester.

Meeting adjourned at 4:40pm.

The next meeting will be held on Thursday, August 6, 2009 at 3:00pm.