HCC Honors Committee  
Meeting Minutes  
Sept. 20, 2012

Opening:  
The Honors Committee meeting was called to order Sept. 20, 2012 at 2:45pm, in the Library room 113.

In Attendance:  
Sterling Foster, Nadine Leong-Kurio, Iris Saito, and Phi Theta Kappa Advisor Lena Low

Absent:  
Konrad Maddox, Michael Cress

I. Review of Student Applications  
Lena Low brought in 28 transcripts which we reviewed for the eligibility requirements. Each transcript was checked by two members and deemed “eligible” or “not eligible.” Those students who meet the eligibility requirements will be inducted into Phi Theta Kappa.

II. Review of Honor Committee  
As convener, Lena Low brought to the attention of the committee the functions of the committee. The functions that needed to be reinstated were the following:
- Submit list of members to school paper, KA LA
- Provide support to Phi Theta Kappa by attending meetings and activities
- Assist Phi Theta Kappa students with scholarships
- Recruit new Phi Theta Kappa members
These functions are listed on the intranet, with other functions that must be performed by the Honors Committee. Each of the functions listed above were briefly discussed and we informally proposed solutions to addressing them.

III. Future Meetings  
A future meeting was set to review additional student applications, around the application due date. This meeting will be Oct. 4, 2012 at 2:45pm, in the Library room 113. Also we discussed the Induction ceremony scheduled for Nov. 7, 2012. Set up will start around 2pm in the Loui room Bld.2, and the ceremony will start around 5pm.

IV. Adjournment  
The meeting was adjourned at 3:45pm.