

HONORS INTERDISCIPLINARY PROGRAM HANDBOOK 2017-2018



Honors Students on the New Student Retreat

H!P



UNIVERSITY OF
NORTHERN COLORADO

Honors Program

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MISSION AND VISION

Center for Honors, Scholars and Leadership Mission

Through innovative programs and initiatives in the areas of curriculum development, undergraduate research, leadership studies, student development, and global and community engagement, The Center for Honors, Scholars and Leadership fosters a community of UNC students as they become socially responsible citizen scholars and leaders.

Honors Program Vision

University of Northern Colorado's Honors Program vision is to build a community of intellectually engaged, students and innovative scholars who enrich the world as responsible global citizens.

Honors Program Mission

The mission of the University of Northern Colorado (UNC) Honors Program is two-fold:

Honors Interdisciplinary Program:

The University of Northern Colorado Honors Interdisciplinary Program develops a community of creative problem solvers in order to cultivate responsible citizen scholars, through an enriched curriculum that promotes critical thinking and self-driven integrative, inquiry-based learning.

Upper Division Honors Program:

The University of Northern Colorado Upper Division Honors Program develops a scholarly community of creative problem solvers in order to cultivate responsible citizen scholars through an enriched curriculum that supports self-driven, independent learners and promotes contributions to the disciplinary discourse.

HONORS PROGRAM STAFF

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Center for Honors, Scholars and Leadership
University of Northern Colorado
Michener Library L-98
Lower Level, Northwest corner

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<http://www.unco.edu/honors>

E-mail:

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Listserv:

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To subscribe to the listserv, send an email with the subject line
“Honors Listserv Subscribe” to honors@unco.edu.

Social Media:

Facebook: <https://www.facebook.com/UncsHonorsProgram>

Instagram: https://www.instagram.com/unc_honorsprogram/

Youtube: <https://www.youtube.com/channel/UCDf3cPuASFFzNhOiFReCJYw>

HONORS GATHERING PLACES

Center for Honors, Scholars and Leadership

Michener L-98, Lower Level

The Honors Program makes its home in the northwest corner on the lower level of the Michener Library within the Center for Honors, Scholars and Leadership. In this location, you will also find the offices for the Life of the Mind Program, Leadership Studies, the Office of Undergraduate Research, and the Schulze Endowment.

A bulletin board outside the offices provides a location for posting of Honors activities and resources for various opportunities are found inside the Center. Computers are available for Student Honors Council work, and a student lounge area inside provides opportunity to rest or study between classes.

The Seminar Room located within the center is available to reserve for related Honors Program activities such as Student Honors Council meetings. The collection of Honors Theses is contained on the bookshelves within the Seminar Room and is available for students to peruse while in the Center.

Honors Residential Learning Communities

Lujan Hall

Lujan Hall hosts the Honors Residential Learning Community and includes a community kitchen and lounge space in Lower Centennial for honors programming. Many of the Honors programming activities will be held in Lower Centennial in 2016-17.

Belford Hall

Belford Hall provides space for the Leadership Studies Interest Community. In this community students interested in academic learning and leadership development come together with a resident assistant who understands the various honors and leadership programs on campus.

HONORS INTERDISCIPLINARY PROGRAM OVERVIEW

Program Objectives

The University Honors Program is designed to offer dedicated students both the resources of a comprehensive university and the individual attention traditionally associated with a small college. It asks that the students engage in various pursuits of the mind and cultivate greater expectations for themselves and their education. It seeks to heighten their critical awareness, involve them in independent thinking and research, and encourage their leadership in the university and community.

Requirements for Admission

Students are urged to join the Honors Interdisciplinary Program as freshmen, but they may enter at any point as long as they still can complete the 11 credit hours. All applications require two references and short written statements based on questions on the application. Prospective honors students who have more than 45 credit hours may consider the Upper Division Honors Program. The requirements for the Upper Division Program are on the website at www.unco.edu/honors.

The Honors Program strives to provide talented students from all backgrounds with the opportunities for original thought and mind driven classes. Therefore, all students who have a passion for learning and a desire to dive deeper into their studies are encouraged to apply even if their scores from high school standardized testing do not put them in the top percentiles. The Honors Program is about giving opportunity in college for those who want to get more out of their academic studies and who have the drive and passion to be successful. Any incoming freshmen, transfer student or current UNC student may apply for the Honors Interdisciplinary Program.

- Entering freshmen generally either have a high school 3.75 GPA **or**
- Scored a minimum ACT of 27 in one of the categories or an SAT minimum score of 1240
- Students already enrolled at the University of Northern Colorado or those transferring from another college should have a minimum college GPA of 3.25.
- Even if a student does not meet any of the above scores, if they have a passion for learning a desire to dive deeper in their studies, and an interest in becoming a problem solver and a creative thinker, they should consider applying for the Honors Program.

Benefits

- **Unity in Diversity**—Honors students come from a variety of backgrounds and have diverse academic and social interests. Together, they form a community of highly motivated learners.
- **Honors Events**—Students and faculty are invited to participate in a variety of regular events including New Student Retreat, Coffee with the Professors, Honors Colloquium Series, Honors Workshops, Ice Cream Socials, Mind Files Nights, Research Day, and Academic Excellence Week.
- **Personalized Advising**—All Honors students enjoy personalized advising from university faculty and Honors staff.
- **Faculty mentoring** – Honors students can meet faculty mentors who serve as departmental honors liaisons and may go on into the Upper Division Honors Program to complete a faculty-mentored Honors Project.
- **Honors Residence** –Students in the Honors Program have the option to live in the Honors Residential Learning Community or the Leadership Studies Interest Community (space limited, first come, first served).
- **Library Privileges** – Honors students enrolled HON 351 or HON 451 and completing thesis research are entitled to graduate student library borrowing privileges.
- **Honors Conferences**—Honors students have opportunities to attend and present at regional and national conferences such as the National Conference of Undergraduate Research.
- **Honors Publications**—Honors theses are placed in the permanent collection in Michener Library and students have the opportunity to submit their finished research articles for publication in undergraduate research journals.
- **Local and National Leadership Opportunities** – Students can participate and become officers in Student Honors Council, leading the campus Honors community with the planning of social, community service, networking, and recruitment events. The UNC Honors Program is also part of the larger National Collegiate Honors Council and students have the opportunity to become regional or national officers, serve on committees, attend conferences and participate in national programs such as *Partners in the Parks* and *City as Text*.
- **Recognition**—On their diplomas and transcripts, Honors students are recognized as “Honors Interdisciplinary Program” graduates. At commencement, Honors students wear a gold stole in recognition of their achievement to show affiliation with all students graduating from programs within the Center for Honors, Scholars and Leadership.

HONORS CURRICULUM & PROGRAM REQUIREMENTS

Summary of Requirements

The University Honors Program is comprised of two tiers. Students complete the Honors Interdisciplinary Program usually in their first two years at UNC, which forms the foundation of the honors education through small seminars with a focus on problem solving skills, critical thinking, and experiences outside of the classroom walls. Then students can also choose to apply for the second tier, the Honors Upper Division Program, in which they will design and conduct their own independent Honors Project mentored by faculty in their discipline. These projects may be research, creative works or applied projects. This handbook covers the requirements for the lower division Honors Interdisciplinary Program only.

The Honors Interdisciplinary Program requires completion of a total of 11 lower division course credits with 9 course credits undertaken with Interdisciplinary seminars; 2 course credits undertaken in Application of Academic Inquiry; as well as evidence of Community and Professional Engagement through Honors Connect co-curricular program.

Honors students who complete all requirements and maintain a cumulative 3.25 UNC GPA will receive recognition through a certificate award, which will be noted on their diploma, and on their transcripts.

Students choosing to continue with the Honors Program will then be able to apply to move into the Honors Upper Division Program to complete both tiers of Honors. The Upper Division requires an additional 11 credit hours with 5 credits of Honors Project work and 6 credits of Honors electives.

Required Courses

Honors Interdisciplinary Seminars

Honors Interdisciplinary Program

To receive an Honors Interdisciplinary Program (“HIP”) Certificate, the Honors Program student will complete the following components:

- 1) Complete HON101 introductory course in critical thinking (1 credit)**
- 2) Complete the Inquiry requirement (1 credit)**
 - By completing one of the following courses:
 - LIB151 (honors only section)
 - LIB160 (CJ majors)
 - LIB170 (ASLS majors)
 - LIB150 Summer Bridge program option for student athletes

- 3) **Complete 3 courses/options of themed academic coursework (9 credits)** Student will develop an honors academic plan during HON101 through a proposal to be approved by the honors program and submitted to the student's major advisor and honors departmental liaison for feedback.
- Student will develop their honors academic plan with the following guidelines:
 - Students will choose ONE of the following options:
 - **Life of the Mind option (9 credits):** Students may complete the coursework as a Life of the Mind sequence with all 9 credits from Life of the Mind courses.
 - **Self-Designed Theme option (9 credits):** Students may develop a theme and designate course options to explore the theme option. Themes may include a specific research related topic or issue (e.g. poverty, sports injury recovery), a concept (e.g. aesthetics), a question (e.g. what is truth?), or a professional area of study (e.g. law, leadership).
 - Three curricular options (minimum of 9 credit hours) must be completed and will include a mix of the following:
 - HON, LEAD or MIND lower division courses and/or
 - Course by contract and/or
 - Study abroad experience and/or
 - Internship relevant to major, career or honors theme
 - As the students complete each course/option, they will write a reflection on the course in relation to the chosen theme or "Life of the Mind" theme and will submit the reflection along with one sample of coursework to the their honors learning portfolio.
 - **Complete Honors Connect co-curricular program to demonstrate evidence of community and professional engagement during the student's undergraduate studies.**
 - Students are required to attend 6 honors designated activities, workshops or events to enrich their college experience and to engage them in the community and inspire civic commitment. These activities can be completed at any time before being awarded the HIP certificate. Options will be provided each semester and communicated through the honors listserv. (Examples include Schulze series speakers, Catalyst, Honors community service events.)
 - Students will log their event attendance in their Honors Learning Portfolio with short reflections on each.
 - **Complete the Honors Learning Portfolio**
 - The learning portfolio will include reflections after each course, after each enrichment activity, along with a final reflection on the student's overall experience and sample coursework from each of the honors-designated course options demonstrating the Student Learning Outcomes.
 - Portfolios will be kept in UNC's Live Text system, and will be submitted each semester to Honors with that semester's updates.
 - **Students in HIP will be invited to begin Upper Division Honors as early as their 2nd year** as long as they have met the following:
 - 3.25 cumulative GPA
 - Completed HON101
 - Completed LIB151

LIFE OF THE MIND AND HONORS CONNECTIONS SEMINARS

Life of the Mind Courses

Students may take up to three MIND courses to meet Academic Foundations requirements. These courses engage students in topics that often cross disciplinary boundaries, explore subjects more deeply, and examine the many diverse ways of knowing. Students may select from the following:

MIND 100 Introduction to Life of the Mind
MIND 180 Great Ideas of the Western Tradition
MIND 181 Great Traditions of Asia: India, China and Japan
MIND 182 Confluence of Cultures
MIND 286 Value Issues in Political Economy
MIND 288 Contemporary Arts Connections
MIND 289 Coming of Age in the Twentieth Century
MIND 290 Search for Meaning
MIND 292 Ideas in Conflict
MIND 293 Play as Route to Insight and Creation
MIND 295 Global Systems
MIND 296 The Science Behind the Headlines
MIND 297 Creativity in the Arts
MIND 298 Topics in Interdisciplinary Studies

MIND courses are open to all undergraduates at the university and may be used to meet a portion of a student's UNC Liberal Arts Core requirements if the courses are chosen carefully to fit into designated core categories.

Honors Connections Seminars

In addition to Life of the Mind courses, students may take Honors Connections Seminars. The connections seminars allow students to learn about a topic in depth from several perspectives. HON100 courses emphasize the connections between self and community in an interdisciplinary format, and HON 200 courses engage students in an analysis of values and ethics in the context of the times. HON395 are special topics, and are generally highly engaged or interesting special issue based courses. Unlike MIND courses, only Honors students may enroll in the Honors Connections Seminars.

Special Considerations regarding MIND courses and Honors Connections Seminars:

- ✓ Not all MIND course are offered every year. While some are taught on an annual basis, most are taught only every other year. Students may inquire in the Honors office at any time to learn which MIND courses are scheduled to be taught within the next couple of semesters.
- ✓ MIND courses are open to all students at UNC, often fill quickly. Contact the Honors office if you would like a seat in a closed class to see if any extra seats will be available.
- ✓ **Students may only take each MIND, HON 100, or HON 200 course once, as the courses are not repeatable.**

HONORS EXPERIENTIAL LEARNING OPTION

Study Abroad or International Student Exchange

Students may also pursue a Study Abroad or International Student Exchange option in lieu of one Honors seminar. There is no length requirement for a study abroad option. Allowable options may range from one-week faculty led courses (often offered in summer or winter interim session) to a full year abroad and anything in between.

- 1) An Honors student planning to take part in a formal international or national student exchange may seek approval from the Honors Program to apply the exchange experience to meet a portion of the Academic Foundations requirements. The experiential learning options “Pre-Approval” form should be submitted to the Honors office to begin the approval process during the semester **prior** to the placement.
 - 1) Students pursuing the Study Abroad or International Student Exchange Option must agree to:
 - ✓ Keep a journal or blog detailing experiences, cultural differences, and other observations. (the journal is not turned in, but rather used to inform the reflection piece)
 - ✓ Create a reflection piece at the conclusion of the option. This may be one of the following:
 - 6-10 page paper reflecting on experience
 - 10-20 slide PowerPoint presentation
 - 3-5 minute video compiling aspects of the experience
 - ✓ Update their resume to include appropriate reference to the placement.
 - 3) Students approved to do the Study Abroad or International Student Exchange Option must complete and submit a Post-Experience Form along with their reflection and updated resume to the Honors Program following completion of their exchange experience.
 - 4) Students pursuing this option may earn up to 3 course credits for their work or be granted waiver of a portion of their course credit requirements toward their HIP Certificate.
- **Reflection Options:**
 - ✓ **The reflection paper** (6-10 pages) – the student should plan to explore a variety of themes including: the relationship between the placement/experience and academic coursework the student has taken; cross-cultural observations or experiences that were a significant part of the exchange placement; challenges that were faced and personal development that occurred as an outcome of managing such challenges; and what the exchange experience revealed about the student’s understanding or sense of his/her place in the world
 - ✓ **PowerPoint presentation** (10-20 slides)– the student should plan to use the notes section of the PowerPoint to explain in depth the same themes noted above for the paper option. The slides themselves can provide images and captions to lead the viewer through the experience. Students should feel free to use creativity to create the presentation!
 - ✓ **Video presentation** (3-5 minutes)– The student can use video to explore the same themes as mentioned in the reflection paper.

HONORS CONNECT - COMMUNITY ENGAGEMENT

Being an Honors Student is about more than just academic course work. It is also important that Honors Students become active members of their Program as a way to broaden their experience base and develop problem solving and critical thinking skills. Honors Connect is required to be eligible for any honors scholarships. As a means of developing both a personal ethic and professional demeanor in one's discipline along with a sense of community within the Honors Program, each Honors First Year/Freshman student should attend Honors Program events as follows:

Honors Community Engagement

Students should participate in the one Signature Event each semester and at least six additional Honors-sponsored activities of choice in any semesters to complete the certificate.

❖ **Signature Honors Events – ONE each semester**

(Exceptions with alternate event may be granted for major scheduling conflicts)

Fall Semester

- Coffee with the Profs Night or
- Honors Research Night

Spring Semester

- Honors Research Night or
- Research Day

❖ **Honors Activities of choice – SIX required by time of completion of certificate**

Activities of choice must be Honors Program or Center for Honors, Scholars & Leadership sponsored and may include any of the following:

Fall Events:

- Honors Picnic
- Honors Holiday Party

Spring Events:

- Relay for Life Honors Program Team
- Center for HSL Spring Banquet

Other Events that take place either/both semesters:

- Honors service projects
- Honors career and personal development workshops
- Student Honors Council (SHC)-sponsored social activities (e.g. bowling nights, karaoke party, film nights, coffee house night, open mic nights, ice cream social, etc.)
- Schulze Speaker events

Submitting Verification of Participation:

Each student will submit their Honors Connect verification through their Portfolio and will be tracked through sign-up sheets at various events.

Honors Connect is mandatory and students will be ineligible for honors scholarships if they do not complete the requirements and will not receive their Honors Interdisciplinary Program Certificate until the requirement has been met. Substitutions may be made for signature events if there are schedule conflicts, and should be requested in advance.

RESOURCES FOR STAYING ON TRACK

Honors Staff Advising

Honors Program Staff, including the Associate Director for Honors and the Graduate Assistant for Advising and Communication, provide advising each semester to all Honors Students. Honors Advising is mandatory, but may be completed in various ways to be convenient for the student. Students will attend one advising session each semester generally as follows:

- Fall = Group Advising Night
- Spring = Group Advising Night/Cohort Meeting or individual meetings

Students may also seek individual advising in any semester or attend drop in advising hours in the Honors Program office.

Honors Program Listserv

Regular news and updates from the Honors Program and the Student Honors Council are sent through the Honors listserv. This is the best way for students to obtain current information on all Honors Program news, funding opportunities, Student Honors Council events, and other items of interest to UNC's Honors community. All new Honors Students are automatically subscribed to this Listserv. If you are not receiving e-mails from the Honors listserv (there is normally at least one per week during the Academic Year), then please send an e-mail to honors@unco.edu to ask to be subscribed.

Honors Program Facebook

The URL Link to the UNC Honors Program Facebook Community Page is <https://www.facebook.com/UncsHonorsProgram>. Come like the group! Many notices and event announcements will be posted here.

Honors Program Planning/Progress Report

The Honors Program office monitors student progress toward meeting course and program requirements and provides Planning Worksheets/Progress Reports to assist students with understanding the courses they must take and to document their current status in meeting all Honors-related requirements. In between honors advising meetings, use the Program Planning Worksheet to track your own progress and plan your future honors coursework. A Program Planning/Progress Worksheet will be completed for you at individual advising sessions. (See Appendices)

Sources for Other Detailed Information

Honors Program course and requirement information may be found in the University of Northern Colorado Catalog at <http://catalog.unco.edu/>.

SCHOLARSHIPS & CONFERENCE OPPORTUNITIES

Scholarships & Grants

Honors Program and Marie Livingston Scholarships

The Honors Program recognizes outstanding student scholarship through two primary scholarship programs: the Marie Livingston Scholarship and the Honors Program Scholarships. Student grade point average; academic projects or writing; recognition; and involvement in Honors, campus and community activities are some of the criteria considered in reviewing scholarship applications. The Marie Livingston Scholarship gives preference to students in Economics or International Studies majors. The Honors Program Scholarships are for any majors. The scholarships are only awarded to current Honors students who have achieved at least sophomore status during the year of application. You must complete Honors Connect requirements to be eligible. **All students should complete the Universal Scholarship Application available on line through the UNC Financial Aid website each year by March 1st in order to be eligible for scholarships.**

Becky R. Edgerton Award

This award, with a \$500 stipend, is given annually to the graduating senior who has completed the Honors thesis requirement and who has demonstrated the greatest breadth of intellectual curiosity among Honors peers. In order to be considered for the award, Honors Seniors must turn in their completed Honors Thesis/Creative Capstone by April 1 to the Center for Honors, Scholars and Leadership Director. See Appendices for more information.

Undergraduate Research Summer Stipends and Research Grants

When funding is available, a limited number of research grants are available for use on thesis-related research. Currently all research grants are administered through the Office of Undergraduate Research. For more information and guidelines, go to the website at www.unco.edu/hsl/our.

National Scholarship Opportunities

A number of national organizations look favorably on Honors student applicants for their scholarship and fellowship programs. Many of the programs are highly competitive, and students should plan to give appropriate time to crafting well prepared applications supported by strong letters of recommendation and other required documents if they apply to one or more of these programs.

Courage to Excel Scholarships

These scholarships are awarded to Honors Interdisciplinary Program students who show promise as an outstanding scholar and Honors student and have demonstrated financial need. Scholarships are between \$500-\$1000 and are renewable. Students who receive the Courage to Excel scholarships must attend advising with the Honors Program advisor at least twice a year, and attend a separate cohort meeting scheduled each semester.

Conferences

Honors students have the chance to attend annual conferences at which they present their research and learn about the work that other university students are engaged in. Funding may be available to assist with travel expenses. Please contact the Honors office for additional information.

NCUR (National Conference on Undergraduate Research)

Honors students may compete annually to attend NCUR. The conference is held each year for students from all colleges and universities across the nation to present their research to a national audience. Students must first submit their research abstract to the Fall Undergraduate Research symposium to be eligible for consideration to represent UNC at NCUR. Seniors completing their Honors projects who are engaged in research are encouraged to apply.

NCHC (National Collegiate Honors Council) Conference

The annual NCHC Conference is attended by Honors program members from across the nation. The national conference occurs each year in a different metropolitan city. Honors students from UNC may attend the conference to present their Honors Research and to learn more about other Honors programs and national honors opportunities. For more information contact the Honors Program staff.

Academic Excellence Week

The Honors Program is a central organizer of this annual week-long event in April that highlights UNC's commitment to academic excellence. Academic Excellence Week brings UNC students, faculty, and staff together in the recognition, encouragement, and celebration of exceptional academic achievement across the curriculum. Some of the annual activities that are typically a part of this week include:

- Research Day
- Honors Ice Cream Social
- Southard Convocation for Excellence in the Performing Arts
- Monfort College of Business Academic Excellence Reception

Research Day is the major event for all Honors students participating in Academic Excellence Week activities. The majority of Honors seniors choose to fulfill their thesis presentation requirement at Research Day. For other Honors students, Research Day serves as a great opportunity to hone presentation skills and present original research through oral, panel, or poster presentations. Students may present work they have in progress or have already completed.

All Honors Students should plan to attend Research Day to support the Senior Honors Students who are presenting their Honors Thesis. Students are encouraged to attend as many sessions as possible to better prepare themselves while giving peer support to their fellow Honors students.

STUDENT HONORS COUNCIL

The Student Honors Council (SHC) is an active student organization with multiple leadership opportunities for Honors Students to develop professional skills. The mission of SHC is to provide Honors students with a wide variety of social and community activities to supplement their academic careers. To assist in funding the events, students entering the Honors Program are asked to contribute a one-time membership fee of \$25 to SHC if they are financially able and/or to participate in fundraising activities.

SHC Activities and Events

Honors Fall Picnic, Holiday Party & Spring Banquet

Large, annual social events are also held in coordination with the Honors Program and the Center for Honors, Scholars and Leadership. These events include the Honors Fall Picnic, the Honors, Scholars & Leadership Holiday Party, and the Spring Banquet.

Honors Freshmen Retreat

These annual events are held at the beginning of the fall semester. The retreats give the Student Honors Council officers the opportunity to welcome new students to the Honors Program and to let them know about ways of getting involved in the Honors community as well as providing information about the Honors curriculum.

Community Service and Civically Engaged Projects

Honors students volunteer on a variety of projects that range in scope from participating in the annual UNC Relay for Life, to tutoring school children, to collaborating with local non-profit organizations. Group service projects are coordinated annually by Student Honors Council for Honors students to become more involved with their community while getting to know other Honors Students.

How to Get Involved in SHC

SHC encourages all Honors students, whether in the Honors Interdisciplinary Program or the Upper Division Program to become involved in Council activities. Information on upcoming events and activities is promoted through the honors listserv and/or through Facebook. Students may also contact their SHC officers if they would like to assist with an event, have a community service idea, or wish to be more involved in SHC activities, in general.

SHC Officers

President: The SHC president assists the other officers and ensures the Council functions smoothly, setting meetings, organizing the SHC Retreat and assisting the Director for Honors with the New Student Retreat planning. The president also assists with recruitment and retention of Honors students. The President or his/her designee serves as the liaison between the student Honors Program membership and the Honors Executive Staff and Faculty Advisory Councils.

Vice President: Works closely with the president and the HSL office staff to best serve the council, creates bi-monthly agendas for the whole council and executive committee meetings, aids the group in their endeavors and provide support when applicable and coordinates pre/post event planning sheet deadlines.

Treasurer: The Treasurer leads the Fundraising Committee, is responsible for keeping the financial records of the Student Honors Council honestly and accurately, informs other members of the Student Honors Council of the financial status of the organization, is responsible for making payments and accepting receipts as directed by the president and other members of the council, and assists the president with preparing the annual budget

Secretary: Takes minutes during meetings, emails those minutes to the whole council within 48 hours of the meetings, uploads minutes to the Dropbox (or other digital organizational tool), and helps maintain organization for the council as a whole.

Honors Resident Assistant: Begins position upon selection as the Honors RA through the regular RA selection process with Residential Education. Potential candidates for the Honors RA position should contact the Director for Honors at the beginning of the RA application process. This position then, in addition to regular RA duties, promotes events within the Honors Learning Community, assists council in event marketing (to their residential community), acts as a liaison between the Honors Learning Community and the Honors Program Office and SHC.

Event Planning Committee Lead: The leader must be someone who has been on the council for at least one year or a transfer student with experience in event planning. Will report details of event planning to the executive committee, delegate tasks within the committee and lead meetings for the committee and create meeting agendas.

Historian/Social Media Specialist: Will be in charge of creating materials to market events put on by the council. Will help with marketing for events, promote events future and past on the UNCO Honors Facebook Page and other social media, be responsible to be sure that photos/videos are taken at each event, will be in charge of creating a newsletter, at least one per semester and will be the compiler and editor for that newsletter

Event Planning Committee members: There will be committee members who aid in all of the planning for each event.

Fundraising Committee members: Led by the Treasurer. There will be committee members who aid in the planning of all fundraising events.

A current listing of SHC officers and their contact information is available on the Honors website at www.unco.edu/honors. Just click on the tab “Connect with Honors,” then on “Student Honors Council.”

SHC Annual Elections

The Student Honors Council holds annual elections to select officers. All Honors students are encouraged to attend this annual meeting and to run for office. Traditional officer positions, as noted above, may be altered, added, or removed as the needs of the Honors community change. Offices may also be held jointly.

If you are interested in running for an SHC office, please contact a current officer for election dates and procedures or visit the “Student Honors Council” page at www.unco.edu/honors/connect-with-honors



**UNIVERSITY OF
NORTHERN COLORADO
Honors Interdisciplinary Program
LEARNING PORTFOLIO INSTRUCTIONS
2017-18 Cohort**

Required for HIP completion. Please turn in your portfolio by the following deadline if you are graduating in that semester:

- **Fall Completion: December 1**
- **Spring Completion: May 1**
- **Summer Completion: August 1**

The Honors Learning Portfolio is an Honors Interdisciplinary Program requirement that helps you to reflect on your learning during your time in HIP. Through this portfolio, you will be able to share your learning process and achievements as an HIP student. The portfolio must include documents from each of the classes that you completed for your HIP requirements, and must show evidence of your work in all student learning areas.

The portfolio itself should be in a three-ring binder, organized with a divider and label for each section and class. The portfolio project requires documentation from each of your HIP courses, so you need to review the requirements now and begin collecting materials in your first semester! You may create an electronic portfolio that includes all of these elements. A template for an electronic portfolio will not be provided; instead the student may develop their own format, as long as it can be submitted as either a single document (such as a pdf) or as a link to an internet based document.

Cover Page

Please create a Portfolio Cover Sheet and insert that page as the first page in your portfolio binder.

The cover page must include:

- “Honors Interdisciplinary Program Learning Portfolio”
- Your name
- Bear number
- Bear email
- Majors & Minors
- Date Submitted
- Optional: photos, images, artwork, designs

Section 1: Achievements in Learning (Divider 1)

In this section, please include:

- Current unofficial transcript (print from URSA)
- Current resume/vita

Section 2: Evidence of Learning (Dividers 2-6)

In this section, please include documentation of academic work from your honors classes that demonstrates your learning in each of the five Student Learning Outcome areas (see form.) You are required to include documentation from all of your HIP classes (3 core classes plus your HON101 and your library course) with a separate tab for each class. Again, together, this collection of your work should include materials from all of your HIP classes AND address all five learning outcomes. Please use the form provided to organize your submission for this section, and place it behind the Evidence of Learning section divider, before the first divider for class.

This section could include research papers, reflections for class, field experience logs, creative work (written, performance recordings, photos of visual work, etc.), discussion posts, data spreadsheets, etc. If possible, also include feedback and/or outside assessment of your learning. This could include instructor feedback on an assignment, test scores, graded lab reports, feedback on a research project, peer review of your work, a supervisor's evaluation of your work in a practicum or other fieldwork, etc.

Section 3: Co-curricular Activity Documentation (Divider 7)

In this section, please create a document that lists the honors co-curricular activities in which you participated. The minimum would include one signature event each semester and six additional activities completed by the time you have completed the program. A template is provided. Please include one reflection (2 pages in length) that articulates how these co-curricular activities supported your learning outcomes and learning environment.

Section 4: Process Reflection (Divider 8)

In this section, choose any two of the following writing prompts to use as the basis for your reflection on the portfolio process. You will answer both prompts in 4-6 pages.

- What is the best example of your learning in this portfolio and why?
- What is the weakest example of your learning in this portfolio and why?
- What does this portfolio as a whole reflect about your learning?
- What were the most difficult parts of this process for you and why?
- In what ways is this learning portfolio unique? How does it capture your personal learning experience and voice?
- What was most meaningful about this process for you and why?
- What did you learn about yourself and your own relationship to learning through the process of creating, collecting, selecting, and connecting your work?
- How has the portfolio process enhanced your Honors experience?

Section 5: Learning Goals (Divider 8)

In this section, you are asked to identify and explain a few of your future learning goals. In 2-3 pages, please identify two or more learning goals, explain why those goals are important to you, and share your thoughts about how you might go about working toward those goals. Here are some general topic areas to get your thinking started (suggestions, not required):

- Plans to increase learning in certain areas
- Expand ways of learning
- Apply learning differently
- Connect learning in other ways
- Use learning in other areas like volunteer work, hobbies, or an internship

HONORS INTERDISCIPLINARY PROGRAM

Learning Portfolio - Course and Learning Outcome Tracking Form/Template

Student Name:

Semester Submitted:

Bear Email:

	Student Learning Outcomes				
Plan Components	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5
	Creative and Critical Thinking.	Inquiry Analysis and Integrative Learning	Scholarship and Written Communication	Intercultural Competence and Global Learning.	Community/Civic Engagement and Problem-Solving
Class 1: HON101 Class Prefix/# Class Title Instructor Document type(s)	Mark "X" in boxes if learning outcomes addressed by the class				
Class 2: Class Prefix/number Class Title Instructor Document type(s)					
Class 3: Class Prefix/number Class Title Instructor Document type(s)					
Class 4: Class Prefix/number Class Title Instructor Document type(s)					
Class 5: Class Prefix/number Class Title Instructor Document type(s) Comments/Remarks					



HONORS INTREDISCIPLINARY PROGRAM

HONORS COURSE BY CONTRACT OPTION

- Purpose:
 - Honors Course by Contract Options (“Honors Options”) are appropriate for any course in which an additional “enrichment” project can be developed that meets the needs of the student and can be mentored by the instructor.
 - Honors Options allow honors students to complete their Honors Interdisciplinary Program requirements with projects that are meaningful, while providing for flexibility with the course credits. In other words, if a student already has a full schedule and cannot find space for a regular HON, LEAD or MIND course, the Honors Option might be a suitable alternative.
- Procedures
 - The contract should be discussed with the instructor of the course within the first two weeks of the course.
 - This form is due to the Honors Program office by the end of the fourth week of classes.
 - The enrichment project must be specified in detail on the back of this form (additional pages may be attached).
 - The enrichment project must connect to at least one of the five Honors Program Student Learning outcomes. The student must connect the project to the outcomes by describing the connection in the project proposal (back of this form).
 - The enrichment project must be completed by the end of the semester, or at an alternative time specified on the back as agreed to by the student and instructor.
 - At the end of the semester, the student will take a copy of this form to be signed by the instructor in the End of Semester approval section.
 - There will be no separate grade for the enrichment project, and the project should not influence the grade for the class overall. Instead, the project should be considered a Credit/No Credit option, and indicated as such in the End of Semester approval section.

COMPLETE THIS SECTION at the Beginning of the Semester

(Due to Honors Program Office by the end of 4th week of semester)

Student: _____ Bear Number: _____

Semester/Year: _____ Email: _____

Course # _____ Course Title _____

☐ Project is described on back Instructor Name: _____

Student Signature: _____ Date _____

Instructor Signature: _____ Date _____

Honors Program Signature _____ Date _____

End of Semester approval *(due to Honors Program one week after the end of the semester)*

The student completed the additional work as follows:

☐ Exceptional or satisfactory work -Approved for Credit

☐ Unsatisfactory work- No Credit

☐ Did not complete the project – No Credit

Instructor Signature: _____ Date _____

For Office Use: ☐ Logged-date _____ ☐ Course Adjustment-date _____

HONORS INTREDISCIPLINARY PROGRAM

Honors Course by Contract Option - Project Description

Student: _____ Semester _____

Course # _____ Course Title _____

Type of project (select all that are applicable)

- | | |
|--|---|
| <input type="checkbox"/> Independent field research | <input type="checkbox"/> Additional written essay |
| <input type="checkbox"/> Class presentation | <input type="checkbox"/> Short research or lit review style paper |
| <input type="checkbox"/> Additional reading | <input type="checkbox"/> Group Discussion |
| <input type="checkbox"/> Create out of class event for students (e.g. film) | <input type="checkbox"/> Community engaged project |
| <input type="checkbox"/> Laboratory research | <input type="checkbox"/> Create a class blog or website |
| <input type="checkbox"/> Present work at a symposium or research day | <input type="checkbox"/> Create a study guide |
| <input type="checkbox"/> Create a discussion guide | <input type="checkbox"/> Write weekly, short response reflections |
| <input type="checkbox"/> Connect the material from the course to another concurrent course through written reflections | |
| <input type="checkbox"/> Other _____ | |

Description of Project - Be specific, include how the course ties into your Honors academic plan and to your theme if you are completing the Theme version of HIP.

(Attach a separate document if more space is needed)

How often do you plan to meet with the instructor outside of class time



UNIVERSITY OF
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HONORS INTERDISCIPLINARY PROGRAM

EXPERIENTIAL LEARNING OPTION PRE-APPROVAL FORM

For information on guidelines and a list of materials to be submitted upon completion, see the Honors Program Handbook- <http://www.unco.edu/hsl/honors/forms.html>. Please contact the Honors Program office at (970) 351-2940 with any questions.

IMPORTANT: After you have completed the option, you must then complete and submit the Post-Experience Form along with your required reflection assignment by the 5th week of the semester you return to campus.

Check the option being used for Honors Requirements:

- ☐ International Student Exchange (ISE or ISA programs)
- ☐ Study Abroad (Faculty led or single course based programs)
- ☐ National Student Exchange
- ☐ Internship
- ☐ Other:

Complete all fields that apply to your option:

Name: _____ Bear Number: _____

Major(s): _____ Email: _____

Course Name/Number (if applicable): _____

Program (e.g. ISA, Summer at Sea) _____ Semester/Year: _____

Location(s) (City/Country): _____

University abroad that you will be attending (if applicable): _____

Instructor (for faculty-led options) _____

Initial approval (submit before the option begins):

Student Signature: _____ Date _____

Honors Program: _____ Date _____

FOR OFFICE USE ONLY:

☐ Logged in Access. Date _____



UNIVERSITY OF
NORTHERN COLORADO

HONORS INTERDISCIPLINARY PROGRAM

EXPERIENTIAL LEARNING OPTION POST-EXPERIENCE FORM

For information on guidelines and a list of materials to be submitted upon completion, see the Honors Program Handbook- <http://www.unco.edu/hsl/honors/forms.html>. Please contact the Honors Program office at (970) 351-2940 with any questions.

Check the option being used for Honors Requirements:

- ☐ International Student Exchange (ISE or ISA programs)
- ☐ Study Abroad (Faculty led or single course based programs)
- ☐ National Student Exchange
- ☐ Internship
- ☐ Other:

Complete all fields that apply to your option:

Name: _____ Bear Number: _____

Course Name/Number (if applicable): _____

Program (e.g. ISA, Summer at Sea) _____ Semester/Year: _____

Location(s) (City/Country): _____

University abroad that you attended (if applicable): _____

Instructor (for faculty-led options) _____

Submission Check-list

- ☐ Reflection (may be submitted to honors@unco.edu) - either essay, powerpoint, blog or video.
- ☐ Updated Resume

I completed the experiential option listed, and completed all of the requirements per the UNC Honors Program Handbook.

Student Signature: _____ Date _____

Approved: _____ Date _____

FOR OFFICE USE ONLY:

- ☐ Logged in Access. Date _____
- ☐ Course adjustment form completed & faxed to Registrar. Date _____
- ☐ Option appears in student's Degree Works. Date checked: _____



HONORS INTERDISCIPLINARY PROGRAM – PROGRESS REPORT

2017-2018

Name : _____ Today's Date: _____

E-mail: _____ Expected Graduation Date: _____

Major(s): _____ UNC Status: _____

Current GPA: _____

General Requirements

- ✓ Completion of a total of 11 course credits from approved interdisciplinary curricular options that may be completed at any time before graduation. Courses may overlap with other university or major requirements.
- ✓ Evidence of Community and Professional Engagement during the student's undergraduate studies through the Honors Connect co-curricular program. Requirements include attendance at a minimum of six honors designated events in addition to one signature event each semester. These activities can be completed at any time before being awarded the certificate. See the Honors Student Handbook available on the website at www.unco.edu/honors.
- ✓ Completion of the Honors Learning Portfolio. Students will include in their portfolio reflections after each course and enrichment activity, along with a final reflection on the student's overall experience and sample coursework from each of the honors-designated courses. Portfolio requirements are listed in the Honors Student Handbook.
- ✓ Maintain a cumulative 3.25 UNC GPA

Introductory Course – 1 Credit

Complete **this 1 credit hour course** in your first semester as a new HIP Student:

- HON101: Honors Intro to Critical Thinking (Fall) _____ **HON101 Sem/Year** _____

Honors Inquiry Requirement – 1 Credit

Complete **ONE** of the following Inquiry courses for 1 credit minimum any semester 1st year preferred:

- LIB 151: Beginning Researchers (Honors Students Only) **Inquiry Course LIB** _____
- LIB 170: For ASLS majors or **Semester/Year:** _____
- LIB 160: For CJ majors or _____
- LIB 150 Bridge Program for Student Athletes _____

Honors Interdisciplinary Core – 9 Credits

Select either Option A or Option B

Option A: Life of the Mind Option 9 Credits

- Any Life of the MIND Course **Course 1:** _____ **Sem/Year** _____
- Any Life of the MIND Course **Course 2:** _____ **Sem/Year** _____
- Any Life of the MIND Course **Course 3:** _____ **Sem/Year** _____

Option B: Self-Designed Theme Option 9 Credits

Student will develop a theme for their honors academic work and designate which courses or curricular options will be taken to meet the requirements. Themes may include a specific research related topic or issue (e.g. poverty, sports injury recovery), a concept (e.g. aesthetics, wealth), a question (e.g. what is truth?), or a professional area of study (e.g. law, leadership). The theme and the curricular plan will be designed by the student in consultation with the Honors advisors and the Honors departmental liaison during HON101, and must be approved by the Honors Program in order for the Honors Interdisciplinary Program certificate to be awarded. Courses may be HON prefix, LEAD prefix, MIND prefix, or a Study Abroad, Internship, Practicum, Field Experience, or course by contract. Please see the HIP Handbook.

THEME: _____

- **Course 1:** _____ **Sem/Year** _____
- **Course 2:** _____ **Sem/Year** _____
- **Course 3:** _____ **Sem/Year** _____

UPPER DIVISION HONORS PROGRAM – HIP INTENT FORM

- *Intent Form for Current Honors Interdisciplinary Program Students*
- *Form due by Nov 1 for Spring start or April 1 for Fall start.*

Name of Student _____ Bear Number _____

Cell Phone Number _____ Bears Email _____

Cohort/1st semester in Honors: _____

Credit hours you will have completed by the end of semester _____ Cum. GPA _____

Major(s) _____

Minor(s) or Endorsements _____

What semester/year do you plan to graduate? _____

What are your post-graduation plans (e.g. med school, professional job in teaching, Peace Corps,...):

What semester do you intend on starting Upper Division classes? _____

Please indicate all honors courses/options taken inclusive of the current semester:

☐ HON101 ☐ HON100 ☐ HON200 ☐ MIND100 ☐ LEAD100 ☐ LIB151 ☐ LIB _____

☐ Other MIND Course(s) (e.g. MIND180, MIND289) list: all _____

☐ Study Abroad ☐ Course by Contract _____

In order to qualify for automatic acceptance into Upper Division Honors, HIP students must have a minimum of 3.25 GPA and have completed at least 50% of their HIP course work (7 credits). If you do not meet this minimum, you may *still complete* this intent form, and the Honors Program will review your transcript and meet with you to discuss your transition into UHP.

Honors Project ideas: Upper Division Honors requires an Honors Project in the research, creative or applied paths. What type of project and project ideas are you potentially interested in pursuing? You do not need to have solidified your topic or project plans, simply discuss any options that you have considered so far. ***You may attach an additional page, or*** use the space provided below.
(Your project design will be developed in HON351).

Return this Statement of Intent by Nov1 for Spring start or April 1 for Fall start

Upper Division Honors Program, Center for HSL, Michener L98, Campus Box 13, Greeley, CO 80639

Or email to honors@unco.edu with “Statement of Intent for UHP” in the subject line.

Call 970-351-2940 or email honors@unco.edu with any questions.

OFFICE USE ONLY: Rec'd Date: _____ ☐ Needs Mtg: Contacted Date: _____

☐ Accept Enrolled in UHP: ☐ Banner ☐ Access ☐ Email list ☐ Acceptance email sent: _____