Honors Course Designation Guidelines

- Honors Designation projects earn students the designation of “Honors” for a course on their transcript.
- Regardless of project type, the project must be in addition to the assignments of the regular/non-Honors section of the course.
    - To earn the designation of “Honors” for a course, an Honors Designation project must meet the requirements of the associated rubric. Any project that does not satisfactorily meet the requirement of the rubric does not earn the designation of “Honors.”
    - It is up to the course instructor’s discretion to require additional conditions for the project and to determine whether the project is satisfactorily or unsatisfactorily completed.
    - For purposes of Honors designation, the Honors project does not need to be graded by the instructor other than determined as either successfully or unsuccessfully completed according to the below rubric. However, grading and evaluation is left to the instructor’s discretion, and instructor’s expectations for the project should be clearly communicated to the student.
- A student cannot use one project for more than one course designation; each honors designation requires a unique project for credit.
- Honors project proposal should be approved by the course instructor and Honors Director by the fourth week of the fall and spring semesters. The exact date for each semester will be announced by the Honors Director each semester.
    - Must be approved by the second week of full summer semesters or short session semester and by the first week of short session summer semesters.
- Three possible project types, each with different rubrics and requirements: Research, Service / Experiential, and Creative.
- Students must meet with their course instructor to discuss appropriate projects for an Honors Designation before submitting a project proposal for approval by the Honors Director.
- Instructors have the option to not agree to supervise an Honors Designation for a course.
- Once the student and course instructor agree upon an appropriate project, the student should submit the proposal to the Honors Director for final approval: https://forms.office.com/r/QqqRtU5xtZ

Research Honors Designation Project

- Choose a discipline/course appropriate format: paper, oral presentation, poster, brochure, blog post, podcast, etc. - format, length, and parameters agreed upon by instructor and student
- Meet with librarian liaison for Honors for one of the services they offer: helping with selecting a focused topic, finding supporting research, or formatting and citing in the appropriate style for the course/discipline.

- As appropriate and approved by the course instructor, presentation of the research project at an appropriate venue: for example, MGA interdisciplinary undergraduate conference, STEMposium, Behavioral Sciences day, state or regional Honors conference, etc. OR arrange to present to a content-related course OR campus event scheduled through the current Honors Director
- Final project submitted to the current Honors Director for inclusion in digital Honors Program archive

Service / Experiential Honors Designation Project

- Volunteer with a campus, local, national, or international organization OR organize a campus event related to the content of the course OR act as a teaching assistant for the supervising instructor in a lower-level course.
    - If organizing a campus event or volunteering, arrange the event or volunteering with the current Honors Director and course instructor for approval.
- Reflection paper on experiences, relating experiences to content of the course, length agreed upon by instructor and student
- As appropriate and approved by the course instructor, presentation on service/experiential project at an appropriate venue: for example, MGA interdisciplinary undergraduate conference, STEMposium, Behavioral Sciences day, state or regional Honors conference, etc. OR arrange to present to a content-related course OR campus event scheduled through the current Honors Director

Creative Honors Designation Project

- Visual media, creative writing, music, or performance agreed upon by instructor and student - must be appropriate to the course/discipline
- Meet with librarian liaison for Honors to discuss accessing available resources in the Maker's Space
- Presentation on creative project at an appropriate venue agreed upon by the course instructor: for example, MGA interdisciplinary undergraduate conference, state or regional Honors conference, etc. OR arrange to present to a content-related course OR campus event scheduled through the current Honors Director
- Final project submitted to the current Honors Director for inclusion in digital Honors archive

Research Honors Designation Project Rubric

	Satisfactory/Unsatisfactory
Completion of project agreed upon by student and instructor	
Completed project demonstrates student has applied knowledge or skills relevant to the course	
Appropriate use of sources and citation aligned with the discipline of the class	
Met once with Honors liaison librarian to discuss topic, resources, citation, etc.	
Presentation of research project at venue approved by instructor, if appropriate to project	
Overall Project	

Service / Experiential Honors Designation Project Rubric

	Satisfactory/Unsatisfactory
Completion of service or experiential project as agreed upon by student and instructor	
Reflection paper demonstrates student has connected the experience to knowledge or skills relevant to the course	
Presentation of experience at venue approved by instructor, if appropriate to project	
Overall Project	

Creative Honors Designation Project Rubric

	Satisfactory/Unsatisfactory
Completion of project agreed upon by student and instructor	
Completed project demonstrates student has applied knowledge or skills relevant to the course	
Met once with Honors liaison librarian to discuss available resources	
Presentation of creative project at venue approved by instructor	
Overall Project	