

HONORS PROGRAM

GUIDELINES FOR THE SUBMISSION OF AN HONORS PROGRAM PROPOSAL

1. Proposals for an honors program are to be transmitted by the college to the Office of Academic Affairs. The proposal must be accompanied by a letter of support from the Director of the University Honors Program and the college dean. The letter from the dean should describe college resources committed to the program and the relationship of the new program to other priorities of the college.
2. RATIONALE:
Explain the reasons for proposing this honors' initiative in the academic unit.
3. STUDENTS SERVED:
 - a. Give the number of students who will be served.
 - b. Define eligibility for honors enrollment and continuance.
 - c. Explain how eligible students will be contacted and advised.
4. PROGRAM:
Describe academic requirements for graduation with honors and graduation with distinction.
5. HONORS COURSES:
Append detailed individual syllabi and course request forms for all honors courses proposed. The syllabi should clearly indicate distinctions between honors course work and existing academic course work.
6. STAFF:
Explain how the honors program would be supervised, and how faculty are assigned.
7. RESOURCES:
Detail special allocations or reallocations of resources (budget, faculty, staff) to be assigned to assure high honors achievement.
8. PROGRAM REVIEW:
Explain how the achievement of the honors program will be periodically measured.

3/2/88, Approved by the Council on Academic Affairs