

Florida Atlantic University Honors Curriculum Manual

Revised November 13, 2017



Table of Contents

1. University Honors Council	3
2. Guidelines for C ourses Receiving Honors Credit	5
3. Guidelines fo r Honors -in -the -Major Programs	7
4. Capstone consent to e -archive form	10
5. Work Flow for U pper -Division Honors Programs	11
6. Guidelines for Honors Compacts	12
7. Honors Compact Approval Form	14

Section 1
University

1. The chair of the University Honors Council will be elected from among the eleven voting members.
2. The University Honors Council will have one regular meeting per month from September through April.
3. Additional meetings may be called by the chair of the UHC or by one of the ex officio members.

6. apply theories and principles to “real- life” problems and situations whenever possible.
7. foster teamwork and collaboration both through assignments that students complete in groups and through the development of cohorts, clusters of student peers who learn to work together more effectively by taking several classes together.
8. promote learning outside the formal classroom setting through such approaches as service learning, internships, extended and substantive educational experiences abroad, and the like.
9. provide opportunities for publication or the public presentation of student work in formats where it may be reviewed and evaluated by other scholars.
10. where appropriate, require students to demonstrate their advanced mastery of the subject matter through established national or international exams or other means of assessment.

It is specifically recognized that honors courses offered by individual disciplines (for example, courses that support an upper division honors program) may meet requirements different from or in addition to those outlined above. In such cases, the criteria and recommendations outlined above should be regarded as general guidelines.

Section 3

the discipline will address any decrease in student credit hour production that would result from substituting smaller honors sections for larger course sections.

- b. Submit the approved proposal to the University Honors Council for review.
 - i. The proposal will be reviewed by the University Honors Council in light of the guidelines above (see §3.1-5).
 - ii. If the University Honors Council votes that the proposal meets these guidelines, it will submit the proposal to the University Undergraduate Programs Committee with its endorsement.
 - iii. If the University Honors Council votes that the proposal does not meet these guidelines, the program sponsoring the proposal may:
 1. Revise and resubmit the proposal.
 2. Choose to have the proposal reviewed by the University Undergraduate Programs Committee without the endorsement of the University Honors Council.
 - iv. Following review by the University Undergraduate Programs Committee, the proposal is then submitted to the University Faculty Senate for approval .

College of _____

Department of _____

Release Form for eArchiving an Honors Project in the Department of _____ in the College of _____
I acknowledge that in releasing my honors project to Florida Atlantic University, I consent to making it available to the university community and general public as part of the collection owned by FAU Libraries. I hereby authorize the Libraries to disseminate the honors project in electronic format(s). I understand that I retain the copyright of my project. I also understand that e-archiving my honors project requires the approval of my honors advisor.

Title of the Honors Project:

Student: _____

(signature)

Date: _____

Student:

(print name)

If you would like an email address to be included in the online publication of the honors project, please provide an email address that you check regularly: _____

Please provide 5-6 keywords for your honors project. These are the words that someone would use in a search engine to find your honors project.

Section 4. Work Flow for Upper- Division Honors Program Proposals



Section 5 Guidelines for Honors Compacts at Florida Atlantic University

Purpose: To provide a mechanism for students to receive honors credit in a course for which enrollment in a designated honors section is not possible.

Who Is Eligible: An honors compact is only available to students enrolled in an honors program having a cumulative GPA of 3.00 or higher, as well as a cumulative GPA of 3.25 or higher in the major itself.

Who Is Eligible to Offer Honors Compact Courses? Honors compacts should be offered by full -time instructors and faculty members in the student's major.

Definition : An honors compact is an agreement between a student and an instructor that, under the instr

- f* Civic engagement
- f* Collaboration
- f* The unique setting of southeastern Florida
- f* Other topics appropriate to the individual discipline

Procedure

1. As soon as possible, and ideally no later than the third week of the semester, the student will submit to the University Honors Coordinator:
 - a) a copy of the course syllabus (with the potential meeting dates highlighted) and
 - b) a completed Honors Compact Proposal and Approval form, which both the student and the instructor of the course have signed.
2. The University Honors Coordinator will review the application and the student's GPA as soon as possible and will notify the student and the instructor whether the honors compact has been approved or must be revised.
3. The instructor will then notify the University Honors Coordinator whether or not an honors compact has been successfully completed no later than the last official day of final examinations for any term.
4. The University Honors Coordinator or for the UHP students, the Undergraduate Studies Dean's designee will provide the registrar with a list of all successfully completed honors compacts no later than the day that grades are due in the registrar's office .
5. Any appeals involving an honors compact should follow the appeals procedure (as detailed in the Code of Academic Integrity) although the Chair of the University Honors Council may be consulted during the

