

UNIVERSITY OF MARY WASHINGTON – PROGRAM CHANGE PROPOSAL

Electronically submit this completed form with attachments in one file to the Chair of the College Curriculum Committee.

COLLEGE (check one):	Arts and Sciences	X	Business		Education	
Proposal Submitted By: Kelli Slunt			Date Prepared: November 10, 2015, revised 11/19/15, 12/10/15			
Department /Program:	Honors Program					

Note: for any program change entailing the addition any new courses, or revisions to existing courses, separate proposal for those course actions must also be submitted.

PROPOSAL TO CHANGE EXISTING PROGRAM (check no than one of the following)	
Revise requirements for existing major	
Revise requirements for a concentration within an existing major	
Revise requirements for an existing degree program	X
Revise requirements for existing certificate program	
Revise requirements for existing minor	
Implementation Date: FALL semester, year:	Fall 2016

REQUIRED ATTACHMENTS FOR CHANGES TO EXISTING PROGRAMS:

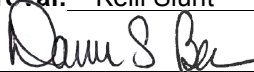
- Rationale statement** (Why is this program change needed? What purposes will it serve?)
- Impact Statement** (Provide details about the Library, space, budget, technology, and impacts created by this program change. Supporting statements from the Library, IT Department, etc. evaluating the resource impact and feasibility of the program change are required.)
- Catalog Copy** (Provide the *existing* Catalog Description **and** the complete statement of the *proposed* new Catalog description that reflects the program changes)

PROPOSAL TO CREATE NEW PROGRAM NOT REQUIRING STATE ACTION (check no more that one of the following)	
New concentration within existing major	Name:
New minor	Name:
New Major but NOT a new degree*	Name:
*Use ONLY for interdisciplinary majors that will be grouped as part of the "Special Majors/General Liberal Arts and Sciences" degree (CIP Code 24.0101) or reported as a BLS degree (CIP Code 24.0199)	
Implementation Date (semester and year):	

REQUIRED ATTACHMENTS FOR NEW PROGRAMS NOT REQUIRING STATE APPROVAL:

- Rationale statement** (Why is this additional program needed? What purposes will it serve?)
- Impact Statement** (Provide details about the Library, space, budget, technology, and impacts created by this program change. Supporting statements from the Library, IT Department, etc. evaluating the resource impact and feasibility of adding the new program are required.)
- Catalog Copy** (Provide the complete Catalog Description for the proposed new program)
- Any change that impacts another Department must have a written statement (such as a copy of an email) from the Chair(s) agreeing to the change.**

Department Chair Approval: Kelli Slunt Date: 11/19/15

CCC Chair Approval:  Date: 12/10/15

Dean Approval: Richard Finkelstein Date: 11/19/15

UCC Chair Approval: _____ Date: _____

*Provost Approval: _____ Date: _____

**Required only in cases of proposals for new concentrations, new minors, or new majors that do not involve a new degree*

UMW HONORS SCHOLARS CURRICULUM - Proposed Revisions to the Program Requirements

The UMW Honors Scholars Program was established in Fall 2011, admitting the first class of students in Fall 2012. The Honors Program Committee works diligently each year to review the program requirements and the course offerings available for students. The scope and breadth of the initially proposed program was pared down to create what was envisioned to be a more manageable set of requirements for the honors scholars. Copies of the original requirements are available upon request of the Honors Program.

Several challenges have always presented themselves for the honors program:

- 1) Number and variety of course offerings that are HN designated
- 2) Enrollment in the HN designated courses
- 3) Faculty buy-in or understanding of the HN designation for coursework
- 4) Student flexibility in terms of scheduling HN, general education, major(s) requirements

Until this fall, another challenge has been fewer total honors students on campus and low enrollment of Honors Scholars in some HN designated courses. During the 2012-13 academic year, a total of 75 Honors Scholars participated in the program. Currently, over 250 students are designated Honors Scholars. To meet the original demand for honors students to complete 5 HN designated courses beyond the HN FSEM, the Honors Program Committee allowed students to work with faculty to create course contracts for non-HN designated courses. This policy led to a large increase in the number of contracts proposed. In order to be approved, the coursework and course design must be changed for the individual student(s) to make the course experience appropriate for the Honors Program. The student should not be required to do additional work but rather complete alternative assignments or experiences to meet the goals and objectives of the Honors program. This presents a challenge for the faculty teaching the courses. The contracts require the faculty to alter a pre-existing course for an individual student or small group of students. In addition, it is difficult to monitor and ensure that the Honors students are participating in a course in a way that meets the objectives of the program. In addition, by individually contracting courses, these highly motivated students are learning in silos rather than learning as a cohort, which is one of the goals of the Honors Program. Also, because of the large number of proposed contracted courses, many proposed contracts were not approved by the Committee during the first few weeks of the semester, leaving Honors students with no time or ability to alter their schedule or enroll in another HN course. The Committee voted that effective fall 2015 no new contracts would be accepted by the Committee (except under extenuating circumstances) and that students would only be permitted to use the pre-approved contracts or the HN designated courses, listed in appendices 2 and 3 of this document.

The Honors Program Committee will determine if a course is approved to receive the Honors designation and be included in the program. A number of courses that are appropriate for an HN designation have been proposed and approved. (See Appendix 3 - approved course list). During the initial years of the program (when there were only 50-100 honors students on campus), these courses were poorly enrolled by honors scholars. As a result, many

departments chose to no longer offer the HN designated version of the course. Also, there are some courses that have been approved to be honors designated but due to staffing constraints, departments have never offered the courses as HN.

The UMW Honors Scholars are some of the most motivated and driven students at UMW. These students often want to pursue numerous majors or minors or pre-professional programs while an undergraduate. In order to do it all, the Honors students try to make all of the Honors requirements co-fulfill other requirements, which given some of the limitations indicated above may not be feasible. Also, many of the Honors students feel entitled to contract any course offered at the university rather than expanding their horizons and taking an HN designated course.

During the fall 2015 semester, the Honors Program Committee reviewed the Honors Scholar requirements and the progression of the program. As part of the review, the Honors Program Committee researched and discussed the honors programs at the major state institutions and the COPLAC schools. UMW is one of only a few that allows for this much flexibility in an honors program course requirements. Most have set HN courses that the students must complete in order fulfill the honors program requirements. In review of other programs' requirements and a review of our program, we feel that our program has too many options in terms of the use of contracts and fewer courses in which honors students interact and build cohort relationships. A large number of honors designated courses frequently have less than half of the students that are honors scholars. Also, the contracts are challenging for the faculty and students to design in ways that meet the expectations of the honors program. Most honors programs do not have this option and have a more prescriptive curriculum that engages the students in common curricula and builds cohort relationships. Also, our curriculum requires significantly more credits than many other programs. The honors program committee would like to remove the contract option from the current curriculum in the catalog. Because this reduces the flexibility for the students and because our curriculum is more demanding than many programs (often the honors scholars are required to complete a different set of general education requirements), we would like to remove the contract option and reduce the requirements.

The committee is proposing the following changes to the honors program curricula:

Summary of Proposed Changes (Effective Fall 2016)

- remove all course contract options - Honors Scholars will be required to fulfill program requirements with formally HN designated courses
- reduce the number of required HN designated courses, beyond the FSEM 100 course, from 15 to 9 credits
- require the capstone experience to be completed with a minimum of 3 credits of 491 or 492

Requirements (Effective Fall 2016)

Honors students are required to maintain “good standing” in the Honors Program. The Honors Program curriculum is in addition to the University General Education and major requirements. In some cases overlap may exist but students need to recognize that earning University Honors is over and above the requirements for a bachelor’s degree. Honors students are expected to complete a minimum of 6 credits of honors program requirements per academic year until all of the requirements are fulfilled. Fulfillment of program requirements is evaluated each semester and failure to maintain “good standing” in the Honors Program will result in dismissal from the program.

Yearly Requirements

- Maintain a 3.2 GPA
- Successfully complete a minimum of 6 credits of honors program requirements per academic year until all of the program requirements are fulfilled
- Complete an Honors co-curricular event per semester and submit a reflection paper about the event by the last day of the semester in which the event was attended
- Maintain a portfolio of your honors scholars work

Honors Program GPA Policy

The UMW Honors Program expects participants to maintain a high academic standard throughout their college careers. The academic record is reviewed at the end of each semester to make sure that students maintain a strong cumulative grade point average. A student falling below the required GPA will be placed on probation unless a student drops below the probation GPA which results in dismissal from the program.

Table of Minimum Cumulative GPA

Classification (Based on entry into the university not credits)	Min. Cumulative GPA	Probation GPA	Dismissal GPA
Freshman	3.0	2.7 – 2.99	2.69 or lower
Sophomore	3.0	2.7 – 2.99	2.69 or lower
Junior	3.2	3.0 – 3.19	2.99 or lower
Senior	3.2	No probation	3.19 or lower

Probation Period

Students on probation may remain in the Honors Program if the GPA in the semesters following probation is at least a 3.2, until the cumulative GPA is raised to the minimum value in the table above.

Honors Program Requirements

Track A: Incoming First-Year Students – accepted through application from high school

- Honors Designated First-year seminar – 3 credits
- Project/Research Design Seminar – fulfilled with either Honors Interdisciplinary Research Seminar – an approved discipline specific course (see list for approved courses) – or an approved experience (requires approval by the Honors Program Committee)
- Honors designated coursework – 9 credits beyond FSEM HN.
- Honors Service Learning – HONR 201 – 1 credit
- Completion of Honors Program mentoring program and leadership requirement or fulfillment of the UMW Horizons program requirements
- Completion of a capstone research project – a minimum of 3 credits of independent study (491 or 492) completed during the last year of study at UMW and presentation of the project at one of the two Honors Program Symposia
- Maintain an honors portfolio, complete 8 co-curricular events, and maintain the required GPA

Track B: Current UMW Students or Transfer Students Accepted through Application to the Honors Program Committee. Applications will be accepted each year in May. Students who have completed at least 36 credits beyond high school are ineligible to apply. Students who completed the fall semester (their first semester) at UMW with at least a 3.2 GPA may be contacted and encouraged to consider enrolling in an HN designated course for the spring semester to prepare them for application in May of that academic year.

- Project/Research Design Seminar – fulfilled with either Honors Interdisciplinary Research Seminar – an approved discipline specific course (see list for approved courses) – or an approved experience (requires approval by the Honors Program Committee)
- Honors designated coursework – 12 credits (could include FSEM 100HN).
- Honors Service Learning – HONR 201 – 1 credit
- Completion of Honors Program mentoring program and leadership requirement or fulfillment of the UMW Horizons program requirements
- Completion of a capstone research project – a minimum of 3 credits of independent study (491 or 492) completed during the last year of study at UMW and presentation of the project at one of the two Honors Program Symposia
- Maintain an honors portfolio, complete 8 co-curricular events, and maintain the required GPA

Transition from Current Requirements to Newly Proposed Requirements

The above proposed curriculum changes would be effective fall 2016. Students currently in the honors program could elect to fulfill either the newly proposed curriculum or to complete the curriculum in place when they matriculated to UMW.

Students following the 2012-2016 curriculum would be required to complete:

Yearly Requirements for the Honors Program

- Maintain a 3.2 GPA overall each semester (See GPA policy)
- Successfully complete a minimum of 6 credits of honors program requirements per academic year
 - Honors First Year Seminar (either HONR100, FSEM100(HN), HIST201(HN) or HIST202(HN) (3 credits)
 - Project/Research Design Seminar (1 course)
 - HONR201 Honor Service Learning Course (1 course, 1 credit)
 - Honors Program leadership requirement – HONR 002
 - Honors Program mentoring requirement – HONR 001
 - Honors designated coursework and/or Honors contract based coursework** (5 additional courses)
 - Capstone Honors Course OR Honors Project (Thesis or Performance) in a discipline OR Interdisciplinary Project** (minimum 3 credits)
- Participate in and complete a report on a minimum of one Honors co-curricular event per semester (a minimum of 8 events prior to graduation) – HONR 003
- Complete a portfolio of Honors Program work and activities – HONR 004
- Attend meetings of the Honors Program students

**Students completing the above mentioned curricula would be permitted to enroll in Honors designated course or choose from course contracts approved prior to Fall 2015 (at the discretion of the faculty member).

Students wishing to switch to the new set of requirements would be required to complete the program as indicated – all of the required courses for track A above and would be required to enroll in the HN designated courses. The HN designated courses must be fulfilled with courses bearing a formal HN designation.

Yearly Requirements for the Honors Program

- Maintain a 3.2 GPA overall each semester (See GPA policy)
- Successfully complete a minimum of 6 credits fulfilling honors program requirements each academic year:
 - Honors Designated First-year seminar – 3 credits
 - Project Research Design Seminar – 1 course
 - Honors designated coursework – 9 credits beyond FSEM HN
 - Honors Service Learning – HONR 201 – 1 credit

- Completion of Honors Program mentoring program and leadership requirement or fulfillment of the UMW Horizons program requirements
- Completion of a capstone research project – a minimum of 3 credits of independent study (491 or 492) completed during the last year of study at UMW and presentation of the project at one of the two Honors Program Symposia
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IMPACT STATEMENT

There should be little impact of the revised program changes. The revisions provide a more streamlined program. The University needs to continue to offer HN designated coursework across departments and college. As the new curriculum moves to remove the option for HN contracts (to relieve the burden that individualized learning contracts places on the faculty), additional sections of HN designated courses in various subjects need to be available to students.

CATALOG COPY

Current Catalog Description for Honors Program

The Honors Program is a university-wide undergraduate program designed to offer highly motivated and advanced students the opportunity to enhance their intellectual growth by engaging them in rigorous honors designated coursework, interdisciplinary seminars, strong internship experiences, extended research and creative projects, and community service that develops a community of learners. The program will offer courses that are small in size and that develop the intellectual potential of students through activities that:

- develop communication skills
- incorporate interdisciplinary focus
- include innovative pedagogy
- analyze their own and others' assumptions
- enhance research skills
- apply critical reading, writing, speaking, problem solving, and thinking skills that incorporate information literacy, and an appreciation of audience
- include greater breadth than non-honors course sections
- incorporate enrichment opportunities to students and faculty
- utilize flexible approaches that accommodate different learning styles

Most students entering the Honors program will do so upon admission to the university. Students are admitted to the Honors Program based on screenings by the admissions office including consideration of high school GPA, standardized test scores, and rigor of high school curriculum. However, others may apply for acceptance after matriculation, during their first year. Such students must have a 3.2 overall UMW GPA or higher, a letter of application, and one letter of recommendation from UMW faculty. Students entering after matriculation will be required to successfully complete Honors First-year Seminar, the Project Design Seminar, the Capstone experience and the mentored service project, in order to be awarded University Honors. The 6 credit per year requirement and minimum of 8 co-curricular events before graduation will also apply to these students for those semesters in which they are part of the Honors program. Exceptions to these policies can be made by the Honors committee/director in extraordinary circumstances.

Completion of the honors program requirements will be recognized at graduation and indicated on the transcript as "University Honors." Note that departmental Honors will continue to be distinct from the Honors program. Honors in each discipline will still be administered by academic departments based on requirements they determine (see individual departments for details).

All students in the program must complete a minimum of 6 credits per year of Honors work and maintain a cumulative GPA of 3.2 in order to remain in good standing.

Student Learning Outcomes for the University Honors Program

Upon the completion of the honors program at Mary Washington, in addition to earning the appropriate credits for their degrees, students will be able to:

- evaluate carefully the relevance of disciplinary contexts when presenting a position using a methodology specific to the discipline of study
- apply interdisciplinary approaches to research demonstrating multiple disciplinary contexts to articulate the value of such study
- actively pursue independent educational experiences inside and outside of the classroom.
- articulate an appreciation of ethical behavior and the values of good citizenship and service.

Honors Program Requirements

Students are required to complete a minimum of 6 credits of HN course work per academic year until all of the following requirements are completed:

- Honors First Year Seminar, HONR100 (3 credits) or History (HIST) 201, 202, or First Year Seminar (FSEM) 100 courses with the HN designation
- Honors 201 — Sponsored/mentored Service Project (1 credit)**

- Honors designated coursework and/or contract based coursework** (5 additional courses)
- Project/Research Design Seminar (1 course or experience)
- Mentor First Year Honors students
- Capstone Honors Course OR Honors Project (Thesis or Performance) in a discipline OR Interdisciplinary Project** (minimum 3 credits)
- Honors Program leadership
- Attendance at a minimum of 8 approved co-curricular events (at least one per semester)

** must be pre-approved by the Honors Director/Committee

Revised Catalog Description for Honors Program

The Honors Program is a university-wide undergraduate program designed to offer highly motivated and advanced students the opportunity to enhance their intellectual growth by engaging them in rigorous honors designated coursework, interdisciplinary seminars, strong internship experiences, extended research and creative projects, and community service that develops a community of learners. The program will offer courses that are small in size and that develop the intellectual potential of students through activities that:

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Approved Research Methodology Courses

- AMST 201 – Introduction to American Studies
- BIOL 260 – The Research Process
- BIOL 481 - Readings in the Biological Sciences
- BUAD 259 - Business/Quantitative Methods
- CHEM 491 – Independent Study in Chemistry (Honors) or Readings
- COMM 341 – Communication Research Methods
- ECON 300 – Introduction to Economic Analysis
- ENGL 295 - Methods of Advanced Literary Studies
- HISP 461 – Laboratory in Building in Forensics
- HISP 462 – Laboratory Methods in Archaeology
- HISP 463 – Museum Design and Interpretation
- HISP 469 – Lab in Preservation Planning
- HIST 298 – History Practicum
- MATH 491 – Directed Study
- PSCI 391 – Research and Writing
- PSYC 362 – Research Methods for Psychology
- URES 197 – Readings in Chemistry
- SOCG 364 – Methods of Social Research