The UWRF Honors Program: Student’s Guide

139 Hagestad Hall

Dr. Kathleen Hunzer, Director
Annaka Isenberger, Program Associate

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www.uwrf.edu/honors
Hello, and Welcome to the Honors Program at UWRF!

You are now part of an exciting program on campus that brings together dedicated, intelligent students in academic and social contexts designed to enrich your college experience. Belonging to the HP@UWRF has many benefits, including:

✓ **Flexibility in program design**

How you will complete the HP is customized to your major, minor, General Education, and University requirements—each student’s plan to complete the HP will be unique. Because classes you are taking anyway to graduate can double-count in the Honors Program, we accommodate all academic programs on campus—we currently serve 52 different majors!

✓ **Connections with Dedicated Faculty**

The faculty selected to teach in the Honors Program are the best of the best on campus.

✓ **Use of Honors Student, Staff, and Faculty Interaction Space in Hagestad Hall 139**

Feel free to study, relax, collaborate, and enjoy a warm beverage (and sometimes a free snack!) in Hagestad Hall 139—here you will also find Annaka Isenberger, University Services Program Associate for the Honors Program, and Dr. Kathleen Hunzer, Director of the Honors Program.

✓ **Honors Advising**

In addition to your major-specific academic adviser assigned by your major department, Dr. Kathleen Hunzer, UWRF Adviser of the Year in 2013, will serve as your supplemental adviser.

✓ **Priority Registration**

You will be automatically assigned a time to register for classes that is before other students of your same credit level. The time you are given by your advisor will reflect this priority registration.

We look forward to spending time with you as you complete your program!

Dr. Kathleen Hunzer, Director

Annaka Isenberger, Program Associate
In order to complete the HP@UWRF, students take two one-credit Honors-specific classes (one in the first year and one in the last), engage in their communities through volunteer work, and demonstrate knowledge in five core competencies through courses that meet major, minor, University, and/or General Education requirements:

**HON 190: Honors Seminar:** All Honors students enroll in HON 190 in one of their first two semesters in the HP; this class meets once per week for 50 minutes and is worth one credit. Taught by instructors from several departments, this seminar is the foundational class that explores why each of the five Honors competencies is important and then helps students create their personalized Honors Program plans.

**GLOBAL ENGAGEMENT/AWARENESS:** More so than ever before in history, we live in a global community and marketplace where gaining perspectives on different cultures is essential to our lives in many ways. Our Honors students are required to become more globally aware and engaged through coursework, study abroad opportunities, or a combination of the two.

**COMMUNICATION/RHETORICAL SKILLS:** All Honors students must have strong reading, writing, and thinking skills; therefore, Honors students will take an Honors- or major-specific section of ENGL 200, a General Education requirement, or will take a class that introduces students to the language of their discipline. See page 5 of this booklet for a detailed list of the classes that fulfill the HP Communication/Rhetoric requirement.

**COMMUNITY ENGAGEMENT:** Being active in the community—whether that is the campus community, a home community, the national community, or the global community—offers a variety of benefits to students; therefore, Honors students must complete at least 135 volunteer hours prior to graduation. These 135 hours may be split across four years or done in a shorter amount of time and may be done any time throughout the year: during the academic calendar year, over the summer, during Spring Break, or over J-Term.

**SUSTAINABILITY:** Sustainability is the study of three key areas: economic, social, and environmental justice. Since part of our mission at UWRF is to prepare ethical and engaged citizens, all Honors students will take courses that explore two of the three “pillars of Sustainability” named above. In HON 190 students choose classes in this requirement that also count in their major/minor and/or in their University/General Education requirements—courses from nearly all majors are available to meet this requirement.
UNDERGRADUATE RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITY (URSCA): Another part of our mission at UWRF is to introduce students to the benefits of being involved in research and scholarly activities; therefore, all Honors students will complete one undergraduate research, scholarly, or creative activity (likely in their junior or senior year) that is connected to their major/minor program of study and is completed in a class they are taking anyway to graduate.

HON 497: Honors Capstone Seminar: To complete the Honors Program, all Honors students must take HON 497, a one-credit class where Honors students meet once per week for 50 minutes to listen and respond to URSCA presentations by their peers in the Honors Program. This class will be taken in the final year, after an URSCA project has been completed or while one is in progress (see above).

Please note…

1) Nearly all of the classes taken in these competencies will also count in students’ majors/minors, General Education, and/or University requirements. The credits required to complete the Honors Program outside of graduation requirements are kept to a minimum so that students are not taking “extra” classes to complete the program.

2) Students may NOT double-count courses between the different Honors Program competencies. For example, ESM 251 cannot count as both Communication/Rhetorical Skills and Sustainability in the HP. HP students are encouraged, however, to double-count courses in the Honors Program with their major, minor, General Education, and University requirements.

3) The Honors Program Office audits student progress bi-annually. If students are not making progress toward completing the Honors Program, they may be removed from the program.

4) Students are responsible for checking in with the Director to monitor their progress.

5) If you happen to have a semester where your GPA falls below the 3.3 required to continue in the program, do not panic! We will give you two semesters to raise your GPA so that you can remain in the program. See page 13 for some helpful tips on how to succeed in college.

Students must maintain at least a 3.3 GPA to remain in the program and have at least a 3.5 GPA by graduation to graduate from the Honors Program.
Completing the Requirements…

The information on the following pages details how students complete the Honors Program.

HON 190: Honors Seminar (1 cr)

This class will introduce students to the core competencies required of all Honors students: Global Engagement/Awareness; Communication/Rhetorical Skills; Community Engagement; Sustainability; and Undergraduate Research, Scholarly and Creative Activity (URSCA). Students will learn why these topics are important to their lives as well as society in general. By the end of the seminar, each student will have a detailed and personalized plan for completing the Honors Program.

Prerequisite for HON 190: Admission to the Honors Program. (Offered Fall and Spring)

- In this class students will sketch out their personalized plans to complete the Honors Program, but the plans drafted in this class can change as students progress toward degree completion. The program is designed to fit closely with students’ major, minor, General Education, and University requirements, which is why plans made in HON 190 can change as time goes by.

GLOBAL ENGAGEMENT/AWARENESS (6 cr)

The first three (3) credits of this competency are met with the Global Perspective class students take as one of their University requirements for graduation. The second three (3) credits can be taken in one of the following ways:

- a credit-bearing international education abroad experience

OR

- a 200-level or higher Modern Language class (i.e. Spanish, French, German, Chinese, or Japanese)

OR

- a second GP class chosen from: AGEC 250; ANTH 231 (or SOCI 231) or 331; ART 291; BIOL 277, 278, or 308; ECON 329 or 340; ENGL 214 (or WGST 214); ENGL 230, 232, 234, 306 (or FILM 306), 308, 317 (or FILM 317), 442 (or FILM 442 or INTS 442); EXC 205; FREN 316 (or FILM 316); GEOG 120, 342, or 344; GEOL 350; HIST 201, 202, 203, 204, 209, 222, 333, 334, 336, or 382; INTS 200, 365, 371 (or POLS 371), 372 (or POLS 372), or 377; JOUR 350; MKTG 355; MNGT 355; MODL 376; MUS 300; PHIL 245; POLS 245 or 260; SASA 227; SOCI 395 (or ANTH 395); TED 327; WGST 320; WIS 305

OR
by preparing a Global Connections portfolio that provides a detailed outline of the global experience completed by the student; once the portfolio is approved by the HP Director, the requirement will be satisfied. See page 10 of this booklet.

COMMUNICATION/RHETORICAL SKILLS  (3 cr)

These three (3) credits can be earned in the following ways:

- by taking an Honors section of ENGL 200 (section 20 or 30—see the Honors Program Office for permission numbers) or a section of ENGL 200 offered for your major (all of these classes are section 21 or above but not section 45, 55, 65, 75, or 90—see the department offices for permission numbers)

OR

- by taking one of the following classes:

<table>
<thead>
<tr>
<th>CAFES</th>
<th>AGEC 230; AGED 202; AET 185, 285, and 385; ANSC 111; ESM 251; GENG 135</th>
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<tbody>
<tr>
<td>CAS</td>
<td>BIOL 160/195; CHEM 130 or 231; COMS 286, 312, or 314; CRIM 130; DFT 353; DFT/FILM 200; ENGL 253; INTS 200; JOUR 202 or 203; MARC 200; MATH 236; PHYS 131; POLS 200; PSYC 216 or 316; SOCI 201; WGST 200 or 350</td>
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<tr>
<td>CBE</td>
<td>ACCT 461; CSIS 161, 379, or 484; ECON 480; MNGT 485</td>
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<tr>
<td>CEPS</td>
<td>CSD 160; EXSS/PED 161 or EXSS 461; SOWK 205 or 300; SPED 330</td>
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COMMUNITY ENGAGEMENT  (3 cr)

This requirement can be met in the following ways:

- by taking HON 371 in the semester when the volunteer work is being completed (1 credit = 45 hours/semester; 2 credits = 90 hours/semester; 3 credits = 135 hours/semester). In order to register for this class, students must receive permission numbers from the Honors Program office during the class registration process. **NOTE:** You must complete your hours during the parameters of the semester in which you take the class or you will fail the class; in other words, if you want to take HON 371 for 3 credits, you MUST complete all 135 hours within the 14 weeks of the semester.

AND/OR

- by preparing a Community Engagement portfolio that provides a detailed outline of the required service hours with a mentor or supervisor signature for the hours;
once the portfolio is approved by the HP Director, the requirement will be satisfied. See page 10-11 of this booklet.

NOTE: You may combine some credits of HON 371 with the portfolio option—just remember that all hours must total at least 135.

**SUSTAINABILITY:**

Students are required to explore two different aspects of Sustainability in one of the following ways:

- by taking two different classes from two of the three columns below:

<table>
<thead>
<tr>
<th>College</th>
<th>Social Justice*</th>
<th>Economic Development/Justice*</th>
<th>Environmental Awareness/Impact*</th>
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</thead>
<tbody>
<tr>
<td>CAFES</td>
<td>AGEC 250, 445; ANSC 115, 221, 364, 415; ESM 251, 351; GEOL 269, 350; SMGT 340;</td>
<td>AGEC 250, 445; ESM 251, 351; GEOL 350; SMGT 230, 235, 330, 331, 332, 430, 435;</td>
<td>AET 325 and 425; AGEC 250, 445, 450; AGEN 325, 365, 425; ANSC 364; CROP 368, 462; ESM 105, 107, 220, 245, 251, 300, 343, 351, 360, 411, 435, 445; GEOL 115, 150, 269, 350; HORT 250, 268, 352, 452; PLSC 120 or 161; SMGT 310, 320, 325, 360, 460; SOIL 325, 440</td>
</tr>
<tr>
<td>CAS</td>
<td>ANTH 231, 316, 322, 331, 338; ART 321, 392; BIOL 253, 308; COMS 213, 315, 440; CRIM 241, 321, 341, 351, 442; DFT 248, 310, 340; ENGL 203, 205, 207, 208, 212, 214, 215, 228, 230, 252, 300, 306, 307, 310, 313, 317, 350, 441, 442, 450, 471; FILM 248, 300, 306, 307, 309, 310, 442; GEOG 237, 318, 322; HIST 201, 202, 204, 205, 206, 207, 208, 209, 303, 305, 317, 365, 368; HUM 305; INTS 442; JOUR 315; MARC 250; MUS 300; PHIL 201, 220, 240; POLS 212, 256, 260, 314, 344, 354, 359, 364; PSYC</td>
<td>COMS 315; CRIM 321, 341, 351; ENGL 228, 310, 313; GEOG 220, 318, 322; HIST 436; MATH 316 (with instructor approval); PHIL 304, 308; POLS 332, 335; SOCI 231; SUSJ 197 and 379; THEA/SASA 110</td>
<td>ANTH 395; BIOL 278, 344, 354, 360; ENGL 228, 310, 313; GEOG 110, 212, 213, 214, 300, 318, 322, 412; HIST 365; MATH 316 (with instructor approval); PHIL 301, 303, 323; PHYS 415; POLS 355; SOCI 332; SUSJ 197 and 379; THEA/SASA 110; WGST 320</td>
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</table>
The chart below lists courses that can count both in the Honors Program and in your degree requirements.

<table>
<thead>
<tr>
<th>Graduation Requirement *</th>
<th>Sustainability #1: Social Justice *</th>
<th>Sustainability #2: Economic Justice *</th>
<th>Sustainability #3: Environmental Justice*</th>
</tr>
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<tbody>
<tr>
<td>American Cultural Diversity</td>
<td>ANTH/SOCI 322; COMS 213; ECON 312; ENGL 203, 208, 212, 228, or 252; ENGL/WGST 443; GEOG 237; HIST 206 or 207; MNGT 330; POLS 212; PSYC 385; SASA 230 or 248; SOCI 220; TED 252 or 325; WGST 200</td>
<td>ENGL 228</td>
<td></td>
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<tr>
<td>Global Perspectives</td>
<td>AGEC 250; ANTH/SOCI 231; BIOL 308; ENGL 214 or 230; ENGL/FILM 317; ENGL/FILM/INTS 442; GEOL 350; HIST 201, 202, 204, or 209; MUS 300; POLS 260; WGST 320</td>
<td>AGEC 250; ECON 329 or 340; GEOL 350; MKTG 355; MNGT 355</td>
<td>AGEC 250; BIOL 278; GEOL 350; ANTH/SOCI 395; WGST 320</td>
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<tr>
<td>Ethical Citizenship</td>
<td>ANSC 115; CSIS 120; ENGL 205, 228, 230,</td>
<td>FINC 210; SASA 110</td>
<td>ENGL 228 or 313; ESM 105; GEOL</td>
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</tbody>
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Humanities and Fine Arts
ENGL/WGST 215; PHIL 240

Social and Behavioral Sciences
HIST 201; POLS 260

* Some courses may have pre-requisites; classes may be added or deleted to these categories based on requests by department chairs. Consult the Honors Program website for the most up-to-date listing.

AND/OR

- by preparing one or two Sustainability portfolios that clearly reflect competencies in two of the three pillars of sustainability and provide a detailed outline of the project(s) completed, along with a mentor’s or supervisor’s signature for the project(s); once the portfolios are approved by the HP Director, the requirement will be satisfied. See page 11 of this booklet.

Please note…

- If an Honors student is pursuing the course option to meet the Sustainability requirement rather than the portfolio option, the student must take two distinct classes that represent two of the three pillars of sustainability—these courses may not double-count in more than one aspect of Sustainability in the Honors Program. For example, you cannot take ENGL 228 to meet two different pillars—that course will be one of your two classes.

UNDERGRADUATE RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITY (URSCA) (3 cr)

These three (3) Honors credits will be given for either (a) completing an undergraduate research, scholarly, or creative project in a class students are taking toward their graduation requirements, or (b) by completing a portfolio.

- (a) Students will receive an “H” designator for a 300- or 400-level class in which they complete some kind of research project, experiment, unit plan, or other major project—the course that will count here will be determined by the Director of the Honors Program and the Honors student in the student’s junior or senior year. The project completed in this class will be what students present in HON 497: Honors Capstone Seminar (see description below).

OR
(b) If students do a major research project on their own that is not connected to a specific class, students will prepare an URSCA portfolio that provides a detailed outline of the project completed, along with a mentor’s or supervisor’s signature for the project; once the portfolio is approved by the HP Director, the requirement will be satisfied. See page 11-12 of this booklet.

**HON 497: Honors Capstone Seminar:**

This class is the one-credit, once per week Senior Capstone experience for all Honors students in which they present to other Honors students the project that was completed in the class that counts as their URSCA class (see above) or that they completed for their URSCA portfolios. In order to enroll, students must obtain a permission number from the Honors Program office.

Prerequisites: HON 190 and Junior standing. (Offered Fall and Spring)

- The days and times of these classes will vary each semester: Consult the Honors Program website for the most up-to-date listing of availabilities.

- This is your “15 minutes of fame” class in which you share your research once during the semester and then spend the rest of the semester listening to your peers’ projects. This class does not have papers, texts, exams, or any other such assignments. The primary requirements for this class are you presenting your research (and answering any questions your classmates may have) and then discussing your peers’ research during their presentations.
**Portfolio Options**

If Honors students decide to pursue the following portfolio options to meet any of the competencies, the requirement will be marked as “satisfied” but no credits will appear as having been taken to satisfy that competency; in other words, the portfolio options are non-credit bearing experiences and DO NOT accumulate credits toward graduation.

**Global Awareness/Engagement Portfolio Requirements**

To demonstrate that this competency has been met, students who choose the portfolio option must prepare the following report. A designated Portfolio Assessor or the Director of the Honors Program will make the final decision if this portfolio is satisfactory.

If a student chooses to create a portfolio demonstrating competency in Global Engagement/Awareness rather than taking a second GP class or taking a language class above the 200-level, that student must submit the following to fulfill this Honors requirement:

- A detailed outline of the international education or international service learning experience that occurred
- A journal outlining the daily international activities completed
- A 7-10 page reflection on the experience detailing how this experience shaped the student, the challenges faced during the experience, information from at least two (2) sources about the country visited, and any other material that will demonstrate the student’s growth as an individual through this experience

All portfolios are due within one semester of the student having completed the Global Awareness/Engagement experience.

NOTE: If you are a veteran and have been deployed overseas, please see the Honors Director for information on counting this experience in this requirement.

**Community Engagement Portfolio Requirements**

To demonstrate that this competency has been met, students who choose the portfolio option must prepare the following report. A designated Portfolio Assessor or the Director of the Honors Program will make the final decision if this portfolio is satisfactory.

This competency requires that all students be substantially active in their communities by volunteering in some way for at least 135 hours in total by graduation. These hours may be split across all four years or done in a shorter amount of time and may be done throughout the year, including over the summer, Spring Break, or J-Term. We do not count volunteer hours retroactively, thus you can only count volunteer hours completed once you have been officially accepted into the HP.

For this portfolio, the student must keep a detailed journal outlining the hours that were completed as well as the work done during those hours. At the end of the portfolio, students must write a brief reflection (2-3 pages) on how the volunteer hours affected them and shaped
them as a citizen. Additionally, a supervisor or senior volunteer must sign the journal indicating that the hours were completed.

If you are breaking your community service hours up across many years, you may choose to write a 1 page reflection at the end of each “chunk” of hours rather than waiting to the end of the 135 hours to write the 2-3 page reflection. This is entirely up to you and can be determined in consultation with the Director.

All portfolios are due within one semester of the student having completed the 135 required hours.

Here is a sample of how students may record their hours:

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours</th>
<th>Activities Completed</th>
<th>Supervisor Approval</th>
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**Sustainability Portfolio Requirements**

To demonstrate that this competency has been met, students who choose the portfolio option must prepare the following report. A designated Portfolio Assessor or the Director of the Honors Program will make the final decision if this portfolio is satisfactory.

If a student chooses to create a portfolio to demonstrate competency in either one or two of the three pillars of Sustainability, that student must submit the following:

- A research report outlining and explaining the pillar of Sustainability being addressed, how that competency was met, and at least three (3) sources that helped contribute to the student’s understanding of that pillar of Sustainability
- The signature of a faculty or community member who aided in the student’s exploration of that pillar of Sustainability
- A reflective essay of between 4-5 pages that details how learning about that pillar of Sustainability shaped the student in his/her major and as a citizen.

The items listed above must be completed separately for each aspect of Sustainability being explored through the portfolio option rather than through a specific course(s). In other words, if a student completes the portfolio option to replace one of these two required classes, the items listed above must be completed for that pillar, which results in one portfolio. If a student completes the portfolio option to replace both of the required classes, the items listed above must be completed for both pillars, which results in two portfolios.

All portfolios are due within one semester of the student having completed their Sustainability project(s).
URSCA Portfolio Requirements

To demonstrate that this competency has been met, students who choose the portfolio option must prepare the following report. A designated Portfolio Assessor or the Director of the Honors Program will make the final decision if this portfolio is satisfactory.

If a student’s URSCA project was not completed in conjunction with a specific class, the student must submit a portfolio that outlines the following:

- The goal of the project
- The process followed while completing the work
- The actual project completed
- A 3-5 page reflection on the experience of completing the project
- The signature of a mentor who helped supervise the project

All portfolios are due within the first two weeks of the semester in which the student will enroll in HON 497: Honors Capstone Seminar.
Top Ten Ways to Maintain a Strong GPA and Succeed as Honors Students

1) Always act with academic integrity. Plagiarism and cheating are not only unethical and unprofessional, but these behaviors can also have dire negative consequences for your academic career and will cause you to be removed from the Honors Program. Consult this website for more information: https://www.uwrf.edu/StudentConductAndCommunityStandards/StudentConduct/Chapter14.cfm

2) Regularly check your UWRF email. Professors, student organizations, academic programs, the Honors Program, and many others will send crucial information to your campus email, and you are responsible for reading your messages and responding in a professional and timely manner.

3) Take advantage of free tutoring on campus: Using free tutoring is a sign of intelligence. http://www.uwrf.edu/AcademicSuccess/Tutoring/Current-Tutor-Information.cfm.

4) Recognize that the study habits that worked in high school may not be good enough in college, so be prepared to learn new techniques: Learn how to assess and improve your study techniques as you grow as a college student.

5) Ask questions and listen carefully to the answers; ask for help when you need it.

6) Attend your classes and participate when appropriate and possible—you are here to be an active learner and not a passive receptacle for knowledge.

7) Try new activities on campus, but do not try to squeeze everything into your first year on campus. You have a few years to meet new people, learn new perspectives, make connections, and explore your interests, so be careful of overwhelming yourself.

8) Use your instructors’ “office hours” to your advantage. Instructors are available during these times to help you with questions, concerns, academic issues, etc. Get to know your instructors in this positive way and show them that you are a serious college student.

9) Plan your schedule carefully by allowing adequate time not only for homework but also for eating healthy, exercising, relaxing, de-stressing, and making new friends. Planners are a great way to organize your time.

10) Give yourself a break as you adapt to college, and when you are anxious or overwhelmed, visit Counseling Services in Hagestad Hall 211 or stop by the Honors Office in Hagestad Hall 139 for a snack, some quiet, and some reassurance. We also have coloring books ;-)
Honors Program Planning Sheet

1) Honors Seminar (1 cr)
   □ HON 190

2) Rhetorical/Communication Skills: (3 cr)
   □ ENGL 200 (section 20 or above but not 45, 55, 65, 75, or 90)  OR
   □ ____________________________ (see the list on page 5 of this booklet)

3) Global Engagement/Awareness: (6 cr)
   □ ____________________________
   □ ____________________________

4) Community Engagement: (3 cr = 135 hours before graduation)
   □ HON 371: 1 cr
   □ HON 371: 1 cr
   □ HON 371: 1 cr  OR
   □ Portfolio of 135 hours  OR
   □ Combination of HON 371 and Portfolio

5) Sustainability: (6 cr)
   □ ____________________________
   □ ____________________________

6) URSCA: (3 cr)
   □ ____________________________

7) Senior Capstone (1 cr)
   □ HON 497
“Our mission is to help prepare students to be productive, creative, ethical, engaged citizens and leaders with an informed global perspective.”