

Marshall University Honors Option Contract Proposal

Application to the Honors College to propose an Honors Option Contract. By incorporating elements of honors education—including course-specific application of the Honors College learning outcomes—the Honors Option (h-option) allows an Honors College student in good standing to earn honors credits in a non-honors course that can be applied toward completion of the required Honors Curriculum. The h-option must provide a learning experience that is as close to an Honors course as possible without undue burden on the willing Faculty Mentor to accommodate the request. This demands that the student take responsibility for working collaboratively with the Faculty Mentor to design a mutually suitable project, submit this h-option proposal, and, ultimately, conducting the project largely, but not entirely, in an independent manner. H-options should be logical extensions of the learning outcomes of the course that provide strong “value-added” benefits for the Honors student.

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HONORS COLLEGE

Semester *

In what semester are you planning to complete the Honors Option?

Student Name *

Student 901 Number *

Please do not use dashes.

Student Major(s) *

List your current major(s).

Student Marshall Email *

You will be the primary point of contact for this proposal should any revision be required. Please be watching your email for information regarding the status of your proposal.

Course Name *

What is the catalog name of the course in which you propose to conduct an h-option?

Course Number and Section *

What is the course number and section?

Course CRN

What is the course CRN number?

Faculty Mentor Name *

Who is the faculty person teaching the course in which you propose to conduct the h-option who will serve as your Faculty Mentor?

Faculty Mentor's Department or Unit

In what department or in what way is the Faculty Mentor affiliated with Marshall University?

Faculty Mentor Contact Phone

Faculty Mentor Email *

A copy of this proposal will be sent to the Faculty Mentor.

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Honors Option Contract Required Elements

NOTICE: Completed proposals include all required fields. Instructions/Prompts for textboxes/fields can be found just below each. Be sure to read these instructions carefully. Guiding “Key Questions,” highlighting the most essential information that you must provide, can be seen at each required element and above each textbox/field.

Key Question for Details of Project:

Tell us what you will produce (the kind of project you will do) under the terms of the contract and how you will conduct the necessary work.

DETAILS OF THE PROJECT *

Should be at least 250 words to be sufficient. With detail, tell us what you will produce under contract and how you will conduct the necessary work.

This element consists of a DETAILED description of the anticipated “product(s)” of the work completed in the h-option as well as the process, described in terms of steps that you anticipate as necessary to complete your project. The h-option mentor is expected to have elevated expectations for the student under terms of the h-option contract that are in line with those of honors education at Marshall University, generally. This fundamentally entails added depth and/or breadth of inquiry. This work may contribute directly to a larger project—such as a focused literature review to support a future Capstone—as well as generally build essential research or creative skills (as appropriate to the course and the student's major/s). Such linkages are advantageous.

Key Questions for Learning Outcomes and Evaluation:

1. How will the h-option project serve as a meaningful extension of stated learning outcomes for the course as provided in the course syllabus?
2. How will the project contribute to (partial) fulfillment of the stated learning outcomes for the Honors College [as seen below]?
3. How will the Faculty Mentor evaluate/assess the quality of h-option contract work before deciding whether or not this work is deserving of Honors credit.

The Honor College **learning outcomes** mandate that students pursuing completion of the Honors Curriculum have a variety of opportunities in their honors-designated coursework as a whole to:

- develop strong critical thinking skills
- utilize the flexible thinking required in integrative learning environments
- negotiate the challenges and rewards of interdisciplinary learning
- articulate ideas clearly and effectively in both speech and writing
- operate both independently and collaboratively in academic contexts
- demonstrate leadership in a variety of settings
- practice giving back to the communities to which they belong [i.e., perform service]

RELATIONSHIP OF THE PROJECT WORK TO LEARNING OUTCOMES & MEANS OF EVALUATION *

What are you expected to learn (in terms of these outcomes) and how will the quality of work produced be evaluated as worthy of Honors designation?

See the Key Questions and details provided above the textbox/field for this element. You may number your responses, if you find that helpful.

Key Question for Mentorship Practice:

How and when will the requirement for regular contact/communication between the Honors student and the Faculty Mentor be fulfilled?

MENTORSHIP PRACTICE AND SCHEDULE *

Describe how and when regular contact/communication will take place.

The contract must include information regarding how meetings/contacts are scheduled between the Honors student and the Faculty Mentor throughout the semester. Such contact is essential for discussing progress of student work and providing feedback and guidance to which the student can respond and improve as they increase their knowledge, understanding, and skills. Frequency and duration will depend on the nature of contracted work but it should be ongoing—not an add-on at the semester’s end. This mentorship is an essential part of Honors education. It is also an opportunity for the Mentor to benefit from working more closely with a well-prepared, intellectually curious, ambitious, and dedicated student. In addition to face-to-face meetings, contact could include, for example, formal progress reports and review of student project journals. Ideally, opportunities for meeting and feedback should occur no less than bi-weekly.

Key Question for Service Element:

How and when will you "give back" by sharing with others what you have produced/learned in the proposed h-option work? How will this service component provide a means of evaluation/assessment of your honors-level service work by the Faculty Mentor?

SERVICE ELEMENT *

Describe how and when you will "give back" by sharing with others what you have produced/learned in the h-option work?

Service Element: In keeping with expectations of the Honors College that—in return for enhanced learning and other opportunities—Honors students will give back to the varied communities to which they belong, the h-option student is expected to design an element of their project that entails service. This may involve enhancing the learning of fellow students by, for example, sharing what was learned through a report/presentation to their peers, by tutoring other students, or designing/implementing an extra-curricular opportunity. Sharing the Honors student's learning in some way that, for example, enriches the experience of fellow students and assists the instructor in achieving his/her goals for the course, builds leadership and encourages values that are important for productive civic engagement. Depending on the contract's terms, this element could be a greater or lessor part of required work.

SUPPORTING DOCUMENTATION

Please provide the following item(s) in support of your H-Option Contract Proposal as uploaded/attached documents, whenever possible. Faculty Mentor approval **MUST** be provided before a contract proposal can be approved.

FACULTY MENTOR APPROVAL *

Upload

or drag files here.

Please provide filename(s) in the following format: Faculty Last Name_approval. If possible, include an uploaded letter (e.g., copy of an e-mail message) from the Faculty Mentor (the instructor of the course in which you propose to conduct an h-option) that clearly indicates their approval of the proposed contract. IF NEEDED, you may forward an email (including details of the course name, number, and student), with approval given, directly to honorscollege@marshall.edu and editing the message subject to include: (1) H-OPTION PROPOSAL, and (2) YOUR NAME. NOTE: Your application will not be complete until stated approval of a Faculty Mentor is provided to the Honors College. This must be received before the stated deadline for proposals.

- I have sent (or will send before the deadline) a copy of agreement via email

If you cannot upload Faculty Mentor approval here, please indicate that by checking the box. You are required to send that by email before the h-option contract proposal deadline. It can take the form of a forwarded email from the Faculty Mentor stating that they agree to the h-option (including details of the course name, number, and student).

Supporting Documentation (Optional/As Needed)

Upload

or drag files here.

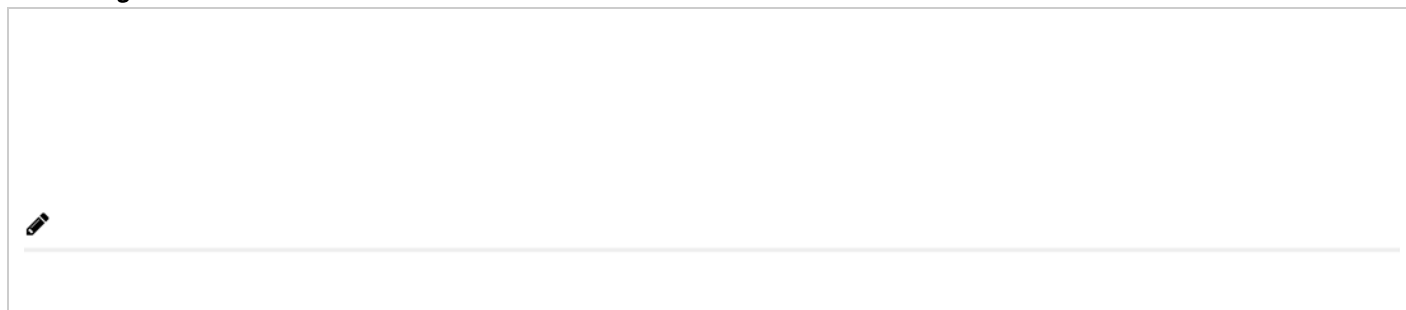
If you have additional supporting documents for your proposal, you may upload these here (up to two files). The course syllabus might be especially helpful as a means of supporting your proposal.

ADDITIONAL COMMENTS

If you have any additional information or clarifications to responses provided that you'd like to share, you may do so here.

When you click the "**Submit**" button below, your application will be submitted.

Student Signature *



You may use your mouse or touchscreen.

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Submit

Save

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