Honors Course Proposal

Submitted by: ____________________________ Date: __________________________

Title: __________________________________________________________________________

Department: ____________________________ Phone: __________________________

Email: __________________________________________________________________________

Course Information
(Using the following information, we will try to match program and faculty needs as well as we can.)

1. Semester for which the course is proposed:
   _____ Fall 20___ _____ Spring 20___ _____ Summer 20___

2. Do you envision this course as:
   _____a. An Honors section of an existing course (e.g., an Honors section of ENGL 1101)
   _____b. A 1-credit special topics Honors colloquium
   _____c. A 3-credit special topics Honors seminar

3. Title of proposed course (include prefix and course number if known):
   __________________________________________________________________________

4. Proposed schedule (days and time): __________________________________________________________________________

5. Special Resources (list any special arrangements required, such as a special classroom)
   __________________________________________________________________________

6. Course description (you may wish to refer to Expectations for Honors Teaching document):
   a. If a special topics course, attach a brief description of the content the course will cover, proposed assignments/activities/readings, and pedagogical methods.
   b. If this is an Honors section of an existing general education or departmental course, attach a brief description of how the honors section will differ from the non-honors section in terms of assignments, readings, activities or pedagogical approaches.
Departmental Approval (to be completed by Department Chair)

Name of Department Chair: ________________________________

Phone: __________________ Email: __________________________

In the faculty member’s most recent annual review, his/her performance in the area of
Teaching, Supervision and Mentoring was assessed as:

_____ Exceeding expectations  _____ Meeting expectations  _____ Not meeting expectations

I approve of the proposed teaching assignment and understand that it must be taught in-load,
and will not receive overload compensation.

Signature of Department Chair: __________________________ Date: __________

Signature of Applicant

• I give permission for the Honors College to contact my department chair if information
  about teaching effectiveness is needed.
• I understand that if selected to teach an honors course, I must share my student course
  evaluations for that course with the Honors College.

Signature of faculty member: __________________________ Date: __________

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Return form to attn.
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