

## **University Honors Program Committee**

### **Established by the University Senate**

A. The Honors Program is an educational program that leads to an academic graduation award (University Honors). This educational unit, an Interdisciplinary Instructional Program, reports to a dean (Dean of Undergraduate Studies). The Director (chief administrative officer) of the University Honors Program is the organizational equivalent of a department chair. (GR VII.A.1)

The Honors Program Committee (HPC) of the University Senate shall be composed of ten (10) voting members from the University Faculty broadly representative of the undergraduate colleges. The Director of the University Honors Program shall chair the HPC.

The members on the HPC shall be appointed by the Senate Council in consultation with the Dean of Undergraduate Studies. A faculty member shall be eligible to serve on the University Honors Program Committee if the individual has previously taught or will be teaching a course(s) bearing Honors Program credit during the term of the faculty member's service on the HPC (GR VII.B.7). Faculty members shall serve for staggered three-year terms and may serve consecutively for no longer than six years total.

B. The Honors Program Committee shall exercise the following functions:

1. It shall serve as the Faculty of Record for the University Honors Program, with jurisdiction over the educational policies of the Honors Program (GR VII.A.1), including matters as academic requirements, curricula, course offerings in the HON series, undergraduate research, service-learning programs, and living-learning communities associated with the Honors Program. Following the policies and principles in the Governing Regulations and the University Senate Rules, it shall make recommendations to the University Senate on educational matters that require the approval of that body (GR IV.C.2-3).
2. Upon the recommendation of the Director of University Honors Program, it shall vote to approve (or not) all sections of existing courses which are proposed by colleges, departments, schools or other units to fulfill the program requirements. On behalf of the HRC, the Director shall send the list of approved sections to the University Registrar's Office for inclusion in the Schedule of Classes.
3. It shall establish a process to approve faculty to teach Honors Colloquia or sections of Honors Program courses in other units.
4. It shall establish guidelines for the Honors Program Course Agreement between an individual Honors Program student and individual faculty person, that will be used when a student wishes to complete for Honors Program credit an undergraduate course that has not been designated as an Honors Program course (i.e., those not designated as HON courses or as "H" designated sections of regular undergraduate courses).
5. It shall, through the Director of the University Honors Program, report periodically to the University Senate concerning the activities of the Honors Program, including the teaching and content of all courses and sections selected to fulfill the program requirements.

6. It shall consider and propose improvements which will enhance the Honors Program and its impact on the undergraduate curriculum.
7. Upon the recommendation of the Director of the University Honors Program, of the Associate Provost for Undergraduate Education, or upon its own initiative, it shall consider and propose necessary changes in the educational structure of the program or in its academic requirements.
8. It shall set policies for the granting of credit to transfer students for courses taken which are equivalent to those in the program and it shall communicate these policies to all undergraduate colleges of the University.

C. Unit Faculty Rules for Educational Policy-making

Pursuant to the Governing Regulations (GR II, para. 4), the HRC, as the Faculty of Record of the educational unit, shall provide in a unit Faculty Rules document its procedures for the above processes in educational policy-making.