

The UWRF Honors Program Guidebook



231 Rodli Hall

Dr. Kathleen Hunzer, Director
Annaka Isenberger, Coordinator
honors@uwrf.edu (715) 425-3304
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 Honors Program at 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 may be able to count transfer credits in our program as well—consult with Dr. Hunzer.

Connections with Dedicated Faculty

The instructors are hand-selected to teach the Honors Program opening and closing seminars.

Use of Honors Student, Staff, and Faculty Interaction Space in Rodli Hall 231

Member of the
Nerd Herd



Study, relax, and enjoy a warm beverage (tea or cocoa) in Rodli Hall 231, a space dedicated to you! Here you will also find Annaka Isenberger, Program Associate, and Dr. Kathleen Hunzer, Director.

Stop by for your Nerd Herd stickers!

Honors Advising

In addition to the academic adviser assigned by your major department, Dr. Hunzer serves 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. These times are determined by the Registrar's Office.

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

Dr. Hunzer & Annaka

The HP in Brief...

All Honors students have a similar experience as they work through the Honors Program, but your curriculum is personalized to you!

REQUIRED HONORS SEMINARS

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 across campus, this seminar is the foundational class that explores why the five Honors competencies listed below are important.

HON 497: Honors Capstone Seminar: To complete the Honors Program, all Honors students take HON 497, a one-credit class where we meet once per week for 50 minutes to hear what you have been learning in your studies at UWRf. This class must be taken prior to leaving campus for student teaching, clinicals, 3+1/dual degree programs, etc.

HONORS PROGRAM CORE COMPETENCIES

COMMUNICATION/RHETORICAL SKILLS: No matter your major or your career aspirations, solid communication skills are crucial, as is learning the “language of your discipline.”

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.

SUSTAINABILITY: Sustainability is the study of three key areas: economic, social, and environmental justice. Since part of our mission at UWRf is to prepare ethically-engaged citizens, all Honors students will take courses that explore two of the three “pillars of Sustainability” named above.

UNDERGRADUATE RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITY

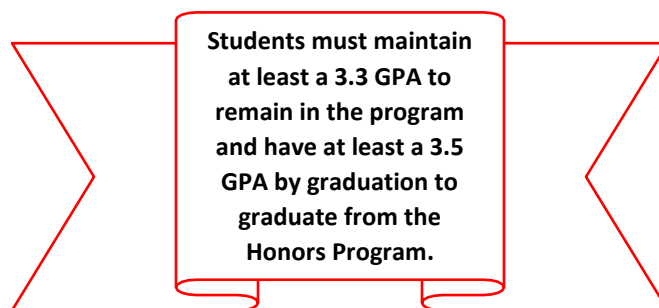
(URSCA): Another part of our mission at UWRf is to introduce students to the benefits of being involved in scholarly activity; therefore, all Honors students will complete at least one scholarly activity (in their junior or senior year) that results from a class they are taking anyway to graduate. This is NOT an additional class in your senior year.

COMMUNITY ENGAGEMENT: Being active in the community—campus, home, national, or global—offers a variety of benefits to students; therefore, Honors students must complete 135

hours of volunteer work 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.

Please note...

- 1) Nearly all of the classes taken in these five competencies will also count in your 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 you are not taking “extra” classes to complete the program and are NOT adding time to degree.
- 2) The Honors Program Office audits student progress each semester. If we see any issues of concern, we reach out to see how we can support you and help you succeed.
- 3) Students are responsible for checking in with the Director when they have any questions or concerns or if they decide to withdraw from the Honors Program.
- 4) 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.



Completing the Requirements...

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

HON 190: Honors Seminar

This class introduces you to the core competencies required of all Honors students: Communication/Rhetorical Skills; Global Engagement/Awareness; Sustainability; Undergraduate Research, Scholarly and Creative Activity (URSCA); and Community Engagement. You learn why these topics are important to your lives as well as society in general. By the end of the seminar, you will have a detailed and personalized plan for completing the Honors Program (see Appendix One). In order to enroll in HON 190, you must obtain a permission number from the Honors Program office.

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

- In this class you will sketch out your personalized plan to complete the Honors Program, but the plans drafted in this class can change as you progress toward degree completion or if you change your major. We DO NOT add time to graduation.

HON 497: Honors Capstone Seminar

This class is the one-credit, once per week Senior Capstone experience for all Honors students in which you present to other Honors students a project that you completed in a junior- or senior-level class of your choice. In order to enroll in HON 497, you 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 eSIS for the exact days and times for each section.
- This is your “20 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 (1) presenting your research, (2) answering any questions your classmates may have, (3) discussing your peers’ research after their presentations, and (4) reflecting on your time at UWRF as an Honors student.

COMMUNICATION/RHETORICAL SKILLS

This competency is fulfilled in one of the following ways:

- by taking the Honors section of ENGL 200—this is NOT necessary if you do not

need ENGL 200 or if you enrolled in a non-Honors section because there is a second option for fulfilling this requirement (see below)

OR

- by taking one of the following classes:

College of Animal, Food, and Environmental Sciences (CAFES)	AGEC 230; AGED 202; AET 185, 285, and 385; ANSC 111; ESM 105 or 251; FDSC 110; GENG 135; GEOL 101; PLSC 161; SOIL 120
College of Arts and Sciences (CAS)	ART 131; BIOL 160/195; CHEM 130 or 231; CIDS 161, 379, or 484; COMS 286, 312, or 314; CRIM 130; DFT 353; DFT/FILM 200; ENGL 253; INTS 200; JOUR 202 or 203; MARC 200; MATH 236; MUS 131; NSCI 111; PHYS 121 or 131; POLS 200; PSYC 216 or 316; SASA 105; SOCI 201; TESL 360; WGSS 200 or 350
College of Business and Economics (CBE)	ACCT 231 or 461; ECON 480; MNGT 300 or 485
College of Education and Professional Studies (CEPS)	CSD 160; EXSS/PED 161 or EXSS 461; SOWK 205 or 300; SPED 330

GLOBAL ENGAGEMENT/AWARENESS

This competency is fulfilled as follows:

- By taking your Global Perspectives class for graduation.

AND

By doing one of the following:

- Completing a credit-bearing international education abroad experience that you are not counting as your Global Perspectives graduation requirement.

OR

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

OR

- Completing one of the following classes that you are not counting as your Global Perspectives graduation requirement.

CAFES	AGEC 250; ESM 105 or 300; FDSC 110; GEOL 101, 250, or 350
CAS	ART 291; BIOL 277, 278, 279, or 308; ENGL 230, 232, 234, 308; ENGL/FILM 306, 317, or 442; ENGL/WGSS 214; FREN/FILM 316; GEOG 120, 342, or 344; HIST 201, 202, 203, 204, 222, 333, 334, or 382; INTS 200, 365, or 377; JOUR 350; MODL 376; MUS 300; PHIL 245; POLS 245 or 260; POLS/INTS 371 or 372; SASA 110 or 227; SOCI/ANTH 231, 331, or 395; WGSS 320; WIS 305
CBE	ECON 329 or 340; MKTG 355; MNGT 355
CEPS	TED 327

(NOTE: See Appendix Two for classes that can count as General Education and in the Honors Program.)

OR

- by preparing a Global Awareness 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 11 of this booklet.

SUSTAINABILITY:

Students are required to explore two different aspects of Sustainability:

	Social Justice¹	Economic Justice	Environmental Justice
CAFES	AGEC 250, 445; ANSC 115, 221, 364, 415; ESM 251,351; GEOL 269, 350; SMGT 340	AGEC 250, 445; ESM 251, 351; GEOL 350; SMGT 230, 235, 330, 331, 332, 430, 435	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
CAS	ANTH 231, 316, 322, 331, 338; ART 321, 392; BIOL 253, 308; CHEM 210; 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,	CHEM 210; 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 114, 332, 335; SASA 110; SOCI 231; SUSJ 197 and 379	ANTH 395; BIOL 278, 344, 354, 360; CHEM 210; ENGL 228, 310, 313; GEOG 110, 212, 213, 214, 300, 318, 322, 412; HIST 365; MATH 316 (with instructor approval); PHIL 201, 211, 224, 301, 303, 323; PHYS 415; POLS 355; SASA 110;SOCI 332; SUSJ 197 and 379; WGSS 320

	441, 442, 450, 471; FILM 248, 300, 306, 307, 309, 310, 442; GEOG 237, 265, 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, 224, 364; POLS 114, 212, 256, 260, 314, 344, 354, 359; PSYC 225, 385; SOCI 210, 220, 231, 314, 316, 321, 322, 326; SUSJ 197 and 379; SASA 110, 230; WGSS 205, 214, 215, 225, 300, 303, 305, 314, 320, 326, 331, 350, 354, 440, 443 240		
CBE	ACCT 461; CIDS 120; ECON 312; MNGT 250, 330, 340	ACCT 366 or 461; ECON 201, 202, 312, 329, 340, 362; FINC 210, 314, 345, 355, 450; MNGT 250, 355, 430; MKTG 355;	ACCT 461
CEPS	CSD 363; EXSS 450; HEAL 269, 350; PED 420; SOWK 150, 215, 260; SPED 330, 420; TED 211, 252, 255, 325, 411, 414	SOWK 350; TED 300	PED 301; TED 326, 424

1. Some courses may have pre-requisites; classes may be added or deleted to these categories based on requests by department chairs. Consult Dr. Hunzer with questions.

(NOTE: See Appendix Four for classes that can count as General Education and in the Honors Program.)

Please note...

- A class taken to meet any Honors requirement can only count once in the Honors Program. ESM 105, for example, cannot count as Communication/Rhetorical Skills, Global Awareness, and Sustainability in your program—it will count as one of these.

UNDERGRADUATE RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITY (URSCA)

To fulfill this requirement, you will

- Choose a 300- or 400-level class you are taking to graduate that provides the information for the scholarly activity you present in HON 497. Consult your HON 497 instructor or Dr. Hunzer for more information

[NOTE: This is NOT an Honors-specific class, so we are not asking you to take an addition class on top of your graduation requirements.]

COMMUNITY ENGAGEMENT

This requirement is done on your own as you volunteer for 135 hours in a community. Please note that these hours may be completed on/near campus, at home, in another state, overseas, etc. and can be completed any time of year, even over January break and summer. In order for your work to count here, (1) you cannot be getting paid; (2) the activities cannot count in a class being taken for credit, and (3) you need to be helping a larger community outside your family.

- We regularly announce opportunities on campus and in the area through our course management system called Canvas, but none of the opportunities we announce are required.
- The Honors Program has two in-house opportunities for students to earn their volunteer hours. First, you can volunteer with Freddy's Pantry, our new campus food/personal care pantry, and/or you could become a Peer Academic Leader (PAL) after your first year for our Striving Toward Academic Recovery (STAR) program.
- When you get involved with campus groups and clubs, you may do volunteer work with those groups—these hours may also count toward your 135 hours requirement.
- Please note that “observation hours” (e.g. in TED classes) connected to classes cannot count toward your 135 hours but some “shadowing” hours for certain programs (i.e. pre-vet, pre-med, etc.) may count.

The best way to track your hours is using the fillable PDF available on the Canvas site for the Honors Program or that your HON 190 instructor sends you (see sample in Appendix Five). To have this requirement fulfilled, **you need to submit three things:**

- 1) The tracking sheet showing all of your hours.
- 2) “Proof” of your volunteer work in the form of signatures, notes, and/or emails,
- 3) A 2-3 page double-spaced reflection on how the volunteering experience(s) shaped you and what you learned from being involved in your community.

OR

If you would like your volunteer hours listed on your transcript, we do have a course-based option: HON 371: Honors Service Learning. You can schedule this class ***if and only if*** you will complete the volunteers within the parameters of the semester (i.e. in the 14 weeks you meet with all of your other classes) and ***if and only if*** you are not going to go over the tuition plateau.

This class can be taken for one, two, or three credits.

- For one credit, you complete 45 hours of volunteer work within the parameters of the semester.
- For two credits, you complete 90 hours of volunteer work within the parameters of the semester.
- For three credits, you complete 135 hours of volunteer work within the parameters of the semester.

[NOTE: Taking HON 371 is NOT required--Consult Dr. Hunzer for more information on this option.]

Portfolio Options

If Honors students need to fulfill a requirement ***without taking specific classes***, we have the portfolio option available for two of our requirements. If you pursue this option, 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. You must consult with Dr. Hunzer prior to embarking on either portfolio.

Global Awareness/Engagement Portfolio Requirements

If you choose this option to demonstrate that this competency has been fulfilled, you must prepare the following report:

- 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.

The Director of the Honors Program will make the final decision if this portfolio is satisfactory.

[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.]

Sustainability Portfolio Requirements

To demonstrate that this competency has been met, students who choose the portfolio option must prepare the following report.

If you choose to create a portfolio to demonstrate competency in either one or two of the three pillars of Sustainability, you 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 class, the items listed above must be completed once, thus creating one portfolio. If a student completes the portfolio option to replace both of the required classes, the items listed above must be completed twice, thus creating two portfolios.

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

The Director of the Honors Program will make the final decision if this portfolio is satisfactory.

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.
<https://www.uwrf.edu/AcademicSuccess/Tutoring/Index.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 Rodli Hall 254 or stop by the Honors Office in Rodli Hall 231 for a warm beverage, some quiet, and some reassurance. We also have coloring books.

Appendix One

Honors Program Planning Sheet

- 1) Honors Seminar (1 cr)
☐ HON 190
- 2) Rhetorical/Communication Skills: (3 cr)
☐ ENGL 200 **[Ask Annaka for specific section.]**
OR
☐ _____ **[See the list on page 6.]**
- 3) Global Engagement/Awareness: (6 cr)
☐ _____
☐ _____
- 4) Community Engagement: (135 hours before graduation)
☐ HON 371: 1-3 cr **[Ask Annaka or Dr. Hunzer about this option.]**
OR
☐ Portfolio of 135 hours **[See directions on page 9.]**
OR
☐ Combination of HON 371 and Portfolio **[Ask Annaka or Dr. Hunzer about this option.]**
- 5) Sustainability: (6 cr)
☐ _____
☐ _____
- 6) URSCA: (3 cr)
☐ _____
- 7) Senior Capstone (1 cr)
☐ HON 497*

*** This class must be taken in-person prior to your graduating or being absent from campus for any reason prior to your official graduation (i.e. student teaching, clinical rotations, an internship, 3+1/dual degree programs, etc.)**

Appendix Two

Classes that Count as General Education and Global or Sustainability in the Honors Program

General Education Category ¹	Global in Honors Program ³	Sustainability in Honors Program ²
Social and Behavioral Sciences	GEOG 120 or 250; HIST 201, 211, 222, or 333; INTS 200; MNGT 250; POLS 260	ESM 107; POLS 114; POLS/INTS 371; WGSS 320
Humanities and Fine Arts	MUS 300 or 320	ENGL/WGSS 215; HIST 201 or 255; PHIL 240
Ethical Citizenship	ENGL 230; ENGL/FILM 306; ESM 105 or 300	ANSC 115; CHEM 210; COMS 219; CRIM 130; CIDS 120; ECON 312; ENGL 205, 228, or 230; ENGL/FILM 306; FINC 210; GEOG 220 or 265; GEOL 269; MNGT 250; PHIL 224 or 304; PLSC 120; POLS 114; SOWK 150; SASA 110; SUSJ 197

1. Some majors and programs require you to take specific classes in these categories—look at your DAR to see if this is true.
2. A class can only count in ONE area in the Honors Program but may count elsewhere in your graduation requirements outside of the Honors Program. For example, ESM 105 can count as Global or Communication/Rhetorical Skills in the Honors Program but cannot count for both.
3. Some classes that count as “global” in the Honors Program may not count as the Global Perspectives requirement (i.e. GEOG 120, ESM 105)—look at your DAR for a full list of what meets the university requirement, and whatever class you choose will count as Global in the Honors Program.

Appendix Three

Classes in the College of Animal, Food, and Environment Sciences (CAFES) Foundational Core that Count in the Honors Program

Ag Core Class ¹	Global	Sustainability	Comm/Rhet Skills
ANSC 100			✓
AGEC 230			✓
FDSC 110	✓ or		✓
PLSC 161		✓ or	✓
SOIL 120		✓	
AGED 202			✓

1. A class can only count in ONE area in the Honors Program but may count elsewhere in graduation requirements outside of the Honors Program. For example, FDSC 110 can count as Global **or** Communication/Rhetorical Skills in the Honors Program but cannot count for both.

Appendix Four

General Education and University Requirement Classes that Count As Sustainability in the Honors Program

Graduation Requirement	Sustainability #1: Social Justice	Sustainability #2:Economic Justice	Sustainability #3: Environmental Justice
American Cultural Diversity	ANTH/SOCI 322; COMS 213; ECON 312; ENGL 203, 208, 212, 228, or 252; ENGL/WGSS 443; GEOG 237; HIST 206 or 207; MNGT 330; POLS 212; PSYC 385; SASA 230 or 248; SOCI 220; TED 252 or 325; WGSS 200		ENGL 228
Global Perspectives	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; WGSS 320	AGEC 250; ECON 329 or 340; GEOL 350; MKTG 355; MNGT 355	AGEC 250; BIOL 278; GEOL 350; ANTH/SOCI 395; WGSS 320
Ethical Citizenship	ANSC 115; CIDS 120; ENGL 205, 228, 230, or 313; GEOL 269; PHIL 201 or 220; SOWK 150; SASA 110	FINC 210; SASA 110	ENGL 228 or 313; ESM 105; GEOL 269; PLSC 120; SASA 110; TED 326
Humanities and Fine Arts	ENGL/WGSS 215; PHIL 240		
Social and Behavioral Sciences	HIST 201; POLS 260		

Appendix Five

Sample Community Engagement Log: Available as Fillable PDF on Honors Program Canvas Page

Honors Program Community Engagement Log

Name:

W#:

Date Log and Reflection Submitted to Honors Program:

Date Volunteered	Hours Volunteered	Location of Hours	Description of Activities Completed	Name of Supervisor* (Get a note or email from this person and attach to log)

*If you are volunteering repeatedly for the same organization or person, you only need one note or email that states the total number of hours your worked.