

Fort Hays State University Honors College: Honors Experience Contract

HONORS EXPERIENCE CONTRACT GOALS AND PRINCIPLES:

- To develop rigorous and sustainable relationships between students and mentors (usually faculty on campus, but potentially also in the community).
- To result in a product that can be further expanded into a longer-term project culminating in an Honors Capstone, and can be shared with others (within the Honors College, around campus, or beyond) to show how you have contributed knowledge or service to the communities around you.
- To facilitate strong time and project management – an Honors Experience Contract may involve as many hours as you wish, but can also be completed successfully with as few as 15 hours of formal work.
- To create greater engagement with courses and other elements of educational programs.
- To demonstrate accountability.

STUDENT INFORMATION:

Full Name: _____ Student ID Number: _____

Major(s): _____ Minor(s): _____ Certificate(s): _____

Number of semesters in Honors College, including current: (1-8) _____

Intended graduation date? (m/yr) ____ / _____

How many Honors Experiences have you completed before (not including) this contract? _____

Semester (or Summer/Winter break) during which the Honors Experience Contract will be completed: _____

MENTOR INFORMATION:

NOTE to students: In most cases, the mentor for your Honors Experience Contract will be a faculty member at FHSU. If the Contract mentor is not a faculty member on campus, you must take an additional level of responsibility for assuring that your mentor can communicate to the Honors College that you have successfully met the expectations of your contract.

NOTE to mentors: Honors Experience Contract Mentors assist the Honors College in providing accountability for the development of student-led projects lasting up to a semester that demonstrate additional engagement with coursework, scholarship or research, professional development, community service, or creative activity. Mentors may take a quite active hand in collaboration with the student (for example as laboratory supervisors), or they may supervise less actively. In either case, the **student** is responsible for establishing the contact, meeting the expected milestones, and facilitating all reporting with the Honors College. Mentors are welcome to contact the Honors College Director, Dr. Kevin Amidon (ksamidon@fhsu.edu; 785-628-4748), at any time if necessary.

Mentor Name: _____

Department and College (if FHSU faculty): _____

Affiliation (company, institution, etc) if not FHSU faculty: _____

Email: _____ Phone: _____

HONORS EXPERIENCE CONTRACT TYPE:

REVIEW MILESTONES/DEADLINES FOR HONORS EXPERIENCE CONTRACTS:

- All Course Conversion contracts should be complete and signed by Friday of Week 2 of the semester.
- Contracts for other types of Experiences to be completed during a semester (research projects, creative projects etc.) will be accepted until the Friday of Week 8 of the semester.
- Any contract to be completed over winter or summer break will be accepted until Friday of Week 12.

_____ Course conversion to Honors Experience. **ATTACH COURSE SYLLABUS.**

NOTE on course conversion expectations for students and mentors: Honors Experience work should expand the regular course expectations through additional breadth or depth of engagement with course goals and materials. Student(s) should initiate discussions about course conversion ideas with faculty mentors. Again, minimum expectation for additional formal work (not classroom time or mentor interaction time, but work applied to course expectations) is 15 hours.

NOTE on multiple-student contracts: Multiple students may sign equivalent Honors Experience Contracts for the same course, developed together with the same mentor. Each student should sign a separate contract. All students signing equivalent contracts are expected to complete all additional Honors Experience elements (although no student will be penalized for another’s failure to do so unless a group project is decided upon). Multiple Honors students may also agree separately upon varying contracts with the same instructor in the same course – but be respectful of busy faculty members’ time and efforts!

Department, Course Title, and Number _____

Instructor (if different from mentor) _____

_____ Research experience on campus

NOTE 1 FOR STUDENTS: If your research experience is expected to involve human subject or animal research, you must discuss with your mentor the appropriate IRB or IACUC approval processes **BEFORE** signing this contract. IRB/IACUC approval number: _____. [**Initials of mentor:** _____]

NOTE 2 FOR STUDENTS: In all fields of research scholarship, questions of “responsible conduct” are central. Researchers must not harm research subjects or animals, plagiarize, invent or misrepresent results, or fail to cite sources appropriately. You must initiate a brief discussion of “responsible conduct of research” with your mentor **BEFORE** signing this contract. [**Initials of mentor:** _____]

_____ On-campus service project (usually with faculty mentor)

_____ Community service project (usually with off-campus mentor from the community)

_____ Creative project

_____ Other (describe briefly) _____

ACTIVITY PROPOSAL (Written by student, approved by mentor):

Describe here in a **maximum** of ca. 250 words (please type, single-spaced, onto this form; try not to exceed the length of this page):

1. The work you will undertake through this Honors Experience Contract.
2. Prior work you have done that will facilitate your success.
3. Your plans for sharing the work in an appropriate venue. Possible venues include:
 - a. Publication
 - b. Curated online resource
 - c. Exhibition / Recital
 - d. Presentation or poster at a regional or national conference
 - e. Presentation or poster at an on-campus event (FHSU SACAD etc).
 - f. Presentation to other on-campus group

NOTE to student: Remember that the minimum expectation for formal additional work is 15 hours.

NOTE to mentors of Honors course conversions: This description should take the form of an “appendix” to the regular course syllabus.

SEMESTER MILESTONES (for winter/summer break projects please discuss with Honors College staff):

Start Date: _____ Completion Date: _____

Key objectives (as appropriate to type of work; table may be as long or short as necessary):

Objective	Date / Timeline	Who is responsible?	Who evaluates?	Mentor / Honors Staff check-in
	Week 4 [if contract is signed by this point]			Check in with Honors College staff
	Week 8			Check in with Honors College staff
	Week 12			Check in with Honors College staff

CATEGORY OF KNOWLEDGE BUILDING (BOYER MODEL OF SCHOLARSHIP):

Students: as you develop your project reflect on what sort of knowledge building is taking place. Which of the following categories do you think you will most directly be doing?

- _____ Discovering new knowledge through sustained inquiry / research.
- _____ Applying knowledge to issues in the community and society.
- _____ Studying how teaching and learning happen most effectively (pedagogy).
- _____ Integrating different kinds of knowledge and exploring how they can apply to different contexts.
- _____ Engaging the knowledge-building resources of the university with social, civic, ethical problems by building partnerships in the community.
- _____ Performing or exhibiting creative work.

SIGNATURES:

Student: _____ **Date:** _____

Mentor: _____ **Date:** _____