

LYON COLLEGE



BATESVILLE, AR

# Lyon College Honors Fellows Program 2019-20

## Table of Contents

1. [Mission Statement](#)
2. [Summary of Requirements](#)
  - a. [Admission to the program](#)
  - b. [Curricular requirements](#)
  - c. [Honors points](#)
  - d. [GPA maintenance, probation and suspension](#)
3. [Goals and Student Learning Outcomes](#)
4. [Student Conduct](#)
5. [Fellows Contracts](#)
6. [Fellows Salons](#)
7. [Fellows Housing](#)
8. [Fellows Assembly](#)
9. [Advising Checklist](#)

**Mission Statement**

Through challenging curricular and co-curricular experiences, the Honors Fellows Program fosters critical and creative thought. The Honors Fellows Program broadens students’ worldviews, facilitates the practice of interdisciplinarity, deepens students’ engagement with their major studies, and develops students’ problem-solving skills through their design and completion of independent work.

**Summary of Requirements**

*Admission to the Program*

First-time, full-time students are invited to interview for the Honors Fellows Program after graduating high school with a 3.5 GPA or better and scoring a 28 or better on the ACT *or* a 1290 or better on the SAT.

Lyon students who enter the College without meeting the requirements of the Honors Fellows Program may apply to become Honors Fellows if they complete the first year with a GPA of 3.5 or better and submit an application to the Honors director. Likewise, transfer students may be admitted when they demonstrate a 3.5 GPA in courses given transfer credit and submit an application to the Honors director. In these cases, students will likely have to make up for missed Honors sections of common-core courses by adding to their total Honors Points requirement (see below).

*Curricular Requirements*

- Honors sections of POL105H, ENG105H, HIS201H, HIS202H\*
  - Fulfillment of two Honors contracts within the student’s major (for 3- or 4-credit courses)
  - Completion of 10 Honors points (or more for late-entering Honors Fellows; see below)
  - HON 4xx Honors Capstone ..... 3 credits
- Total .....3 credits

\*These courses also satisfy Core requirements

Students who become Honors Fellows after the common-core sequence has begun must add 1 point to their total Honors Points requirement for each 3-credit common-core course not taken in an Honors cohort. Likewise, students who apply AP credits or transfer credits toward the common-core sequence must add 1 point to their total Honors Points requirement for each 3-credit common-core course not taken in an Honors cohort.

*Honors Points*

Honors Fellows must complete 10 Honors points; they are encouraged to formulate a timetable to completion with the Honors director. Honors Fellows may repeat a points category no more than four times. The allocation of points is:

- 4 points: Double-majoring
- 4 points: Study abroad
- 3 points: Additional year (six-credit sequence) of foreign language beyond core and major requirements
- 3 points: Nichols trip

- 3 points: Publication in peer-reviewed journal or juried off-campus exhibition
- 2 points: Additional honors contract beyond the two required for the program
- 2 points: Honors Fellows domestic travel
- 2 points: Presentation of new work at undergraduate or professional conference or at juried exhibition or production off campus
- 1 point: Academic year of service as Resident Assistant or Resident Director
- 1 point: Attendance of professional conference off-campus
- 1 point: Completion of the Introduction to Postgraduate Fellowships course
- 1 point: Executive officer of SGA-recognized organization
- 1 point: Internship off-campus
- 1 point: Semester as Supplemental Instructor
- 1 point: Semester of College-affiliated or –sponsored vocal or instrumental ensemble, or billed participation in theater production
- 1 point: Semester of research/arts assistantship
- 1 point: Lead an Honors Fellows Salon
- 1 point: Year of varsity athletics

#### *GPA Maintenance, Probation, and Suspension*

Honors Fellows must maintain a cumulative GPA of 3.25 or better to graduate as an Honors Fellow.

An Honors Fellow whose GPA falls below 3.25 will be put on academic probation from the Honors Fellows Program. While on probation, the Fellow must devise and implement a formal plan to improve her GPA in consultation with the HFP director. A Fellow may not apply contracts to coursework during probation, nor may a Fellow participate in sophomore domestic travel while on probation. The status of a Fellow on probation will be reconsidered after each semester. After two consecutive semesters on probation, the Fellow will be removed from the program.

#### **Goals and Student Learning Outcomes**

Goal 1: Students become familiar with interdisciplinary study.

SLO 1.1: Students communicate disciplinary knowledge to interdisciplinary audiences.

Goal 2: Students deepen engagement with their major studies.

SLO 2.1: Students demonstrate proficiency in designing and implementing curricular projects.

Goal 3: Students develop problem-solving skills through their design and completion of independent work.

SLO 3.1: Students demonstrate problem-solving skills appropriate to independent projects.

SLO 3.2 Students operate projects individually in consultation with advisory committees.

Goal 4: Students broaden their worldviews.

SLO 4.1: Students demonstrate an appreciation for global diversity.

## **Student Conduct**

The standards for Lyon students' conduct are published in the *Lyon College Student Handbook* and the *Honor and Social Code Handbook*. A Fellow may be removed from the program for conduct or behavioral reasons.

## **Fellows Contracts**

The Fellows contract is an independent project that extends, broadens, deepens the Fellow's curricular experience and is thereby a defining feature of the HFP. Fellows are required to complete two (2) contracts in order to graduate as an Honors Fellow. The contract is devised and implemented in coordination with a faculty mentor during a 300- or 400-level course in the Fellow's major; Fellows who double-major are encouraged to implement one contract in each major, and when possible to perform an interdisciplinary contract combining the major fields.

Contracts may not be performed in the Fellow's first academic year; Fellows who begin the program after the first year, whether by transfer or by late entry, may not perform a contract in their first semester in the program. A Fellow may not perform two contracts in the same semester without petitioning the HFP director.

Honors Fellows must submit a Contract Proposal Form (see the "Fellows Curriculum" tab at the HFP page on lyon.edu) to the HFP director by the end of the second week of the semester in which they plan to implement the contract. The form must be submitted as a PDF file in order to be received by the HFP director.

At the end of the term, the faculty mentor and the HFP director will meet to review the project alongside its proposal to assure that the project has met its goals and that the Fellow has completed the contract requirement. The Fellow must pass the contracted class in order for the contract to be considered for completion. In addition, the faculty mentor has the option of creating an addendum to the regular syllabus to allot points toward the contract project—probably not in excess of 15-20% of the Fellow's final grade.

## **Fellows Salons**

The Fellows Salon is a student-driven forum for the exchange of thoughts and ideas.

Salons may not be performed in the Fellow's first academic year; Fellows who begin the program after the first year, whether by transfer or by late entry, may not perform a Salon in their first semester in the program. Honors Fellows must submit an Honors Salon Proposal Form (see the "Fellows Curriculum" tab at the HFP page on lyon.edu) to the HFP director at least four (4) weeks in advance of the dates that are proposed for the meeting. A Salon should be open to the entire student body, must demonstrate a minimum of five (5) attendees, and must deliver on its stated objectives in order for the proposing Fellow to receive one (1) point toward her Honors Points total. The form must be submitted as a PDF file in order to be received by the HFP director.

## **Fellows Housing**

Fellows who enter the program in the first year will live among other first-year Fellows for the first year and thereafter will choose between residence halls. This policy reflects the College's belief in the importance of shared experience as well as the importance of diverse experience and campus integration. The College will waive the premium surcharge for first-year Fellows living in a "premium" residence hall; after the first year, Fellows are subject to the listed College pricing for the residence halls they choose. Fellows who enter the program as sophomores will have the freedom to choose residence halls and local options as any other College student would.

## **Fellows Assembly**

### **I. Purpose:**

To act as an intermediary between the Honors Fellows Program and the College administration; to listen to and address concerns of the HFP. The Fellows Assembly will also aid in the orientation and recruitment of new Fellows as well as designing community development programs.

### **II. Elected Officials:**

- a. President (*Senior/ Junior*):** Presides over meetings and is the main contact between the HFP and College administration, oversees elections.
- b. 2x Vice President (*Excluding Freshman*):** Preside over meetings in President's absence, keep policies and procedures during meetings, takes minutes, and are jointly in charge of both orientation and recruitment as well as Community Development and Outreach.
- c. Class Representative (*1 of each class*):** In charge of communication between the different classes of HFP as well as working with an officer on their assigned tasks. Also keeps notes about any lodged complaints.

**III. How Elections Will Be Held:**

All Fellows who intend to run must make it known to the group that they have an intent to run.

- a. The active President manages elections unless he/she is running for reelection, in which case the senior class representative will preside over elections.
- b. To be nominated for elections, a Fellow must have two nominations that are not him or herself during an HFP Meeting.
  - i. For President (*Senior/Junior*)/Vice President(*Senior-Sophomore*):
    1. Election will be held at the end of the Spring Term for the next Fall-Spring Term.
  - ii. For Class Rep:
    1. Election will be held in the Fall Term. These elections will take place on the first Sunday after Labor day weekend. They will remain in elected office for the Fall-Spring Term the election was held in.
- c. Campaigning must be done on a Fellow's own time.
  - i. Campaigning cannot degrade other Fellows.
  - ii. All campaigning must take place on the HFP hall.
- d. Voting will be done by ballot using a ranked-ballot system.
  - i. All Fellows will be allowed one vote.
  - ii. Fellows are not required (*but are encouraged*) to vote for all positions.
  - iii. All voting will be anonymous.
  - iv. Nominees that receive the majority vote will then be inaugurated into that position.

**IV. Regulations on Positions:**

- a. **President / Vice-President**
  - i. A single Fellow can only be President/Vice President for two terms. (Term is one academic year.)
  - ii. Must go through an election to be considered for second term.
  - iii. Freshmen and sophomores may not run for President. Sophomores may run for Vice-President.
- b. **Class Reps**
  - i. There is no term limit for Class Representatives; however, a Class Representative must be re-elected each term.
- c. **Removal of An Elected Official**
  - i. Impeachments must be done through a petition of (*at minimum*) two-thirds of the Fellows group. The petition must have a logical basis to be considered valid. The Director of HFP and the Elected Official being impeached must be made aware of the impeachment before the petition is distributed among the Fellows.
    1. Logical basis could be considered as:
      - a. Abuse of power.
      - b. Removal from Honors Fellows Program.
      - c. Failure to fulfill duties.

- ii. If the petition becomes valid, it will be brought to attention at the upcoming HFP meeting. The Elected Official being charged will then have the opportunity to defend him or herself in front of the HFP. A vote will be cast at least a week from the former meeting to determine whether the official will be removed from office.
- iii. If the Elected Official is removed from office, re-elections will be held to determine their replacement.

**V. How Meetings Will Run:**

- a. HFP Meetings.
  - i. Town Hall Meeting Style.
  - ii. Last Sunday of the Month.
  - iii. President brings session to order.
    - 1. A Vice President reads minutes from last meeting.
    - 2. President reviews agenda for the current meeting.
    - 3. Major announcements are made known to HFP.
    - 4. Direct democracy with the President acting as moderator.
      - a. Open floor for discussion about the different items brought to the attention of the assembly and any new business for the assembly will be dealt with here.
      - b. Any voting that needs to take place during the meeting happens during this time.
    - 5. Review of meeting discussion.
    - 6. Adjournment.
- b. In case of Elected Officials meeting:
  - i. Group Discussion Meeting Style.
  - ii. Only for emergency matters within the HFP.
  - iii. Other Fellows may be allowed into the meeting but they will not be allowed an input.
  - iv. Adjournment.

**VI. Amendment Policies**

- a. Amendments of Constitution or the Fellows Handbook.
  - i. A formal complaint must be lodged with a Class Representative about a specific policy.
  - ii. The Class Representative informs the rest of the assembly about the complaint.
  - iii. A vote will be held to determine whether or not a change should be requested regarding the current policy.
  - iv. If a change is needed, an Elected Officials meeting will be held to determine possible solutions which will be brought up at the next HFP Meeting.
    - 1. If any changes needed to be made to the solutions, they will be stated during the open floor time of the HFP Meeting.
  - v. A vote will be held at the next HFP Meeting to determine which solution will be brought before the Director of the HFP for ratification.

**Advising Checklist**

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Catalog year (in which you entered the College): \_\_\_\_\_

Core Curriculum

In the line next to the course, write the semester in which you completed or plan to complete the requirement

_____ COR100H	_____ HIS201H
_____ ENG 105H	_____ HIS202H
_____ POL105H	_____ HON4xx

Contracts

In the space provided, provide information on the completion of your two honors contracts.

Contract #1

Course title, course number: \_\_\_\_\_

Faculty mentor: \_\_\_\_\_

Semester and year completed: \_\_\_\_\_

Contract #2

Course title, course number: \_\_\_\_\_

Faculty mentor: \_\_\_\_\_

Semester and year completed: \_\_\_\_\_

Points

In the space provided, indicate your pathway to 10 points; remember to add 1 point for each core course you may have missed in the "Core Curriculum" box on account of late entry, transfer credit, etc.

_____ pts for _____ (category) (semester & year completed)	_____ pts for _____ (category) (semester & year completed)
_____ pts for _____ (category) (semester & year completed)	_____ pts for _____ (category) (semester & year completed)
_____ pts for _____ (category) (semester & year completed)	_____ pts for _____ (category) (semester & year completed)
_____ pts for _____ (category) (semester & year completed)	_____ pts for _____ (category) (semester & year completed)
_____ pts for _____ (category) (semester & year completed)	_____ pts for _____ (category) (semester & year completed)