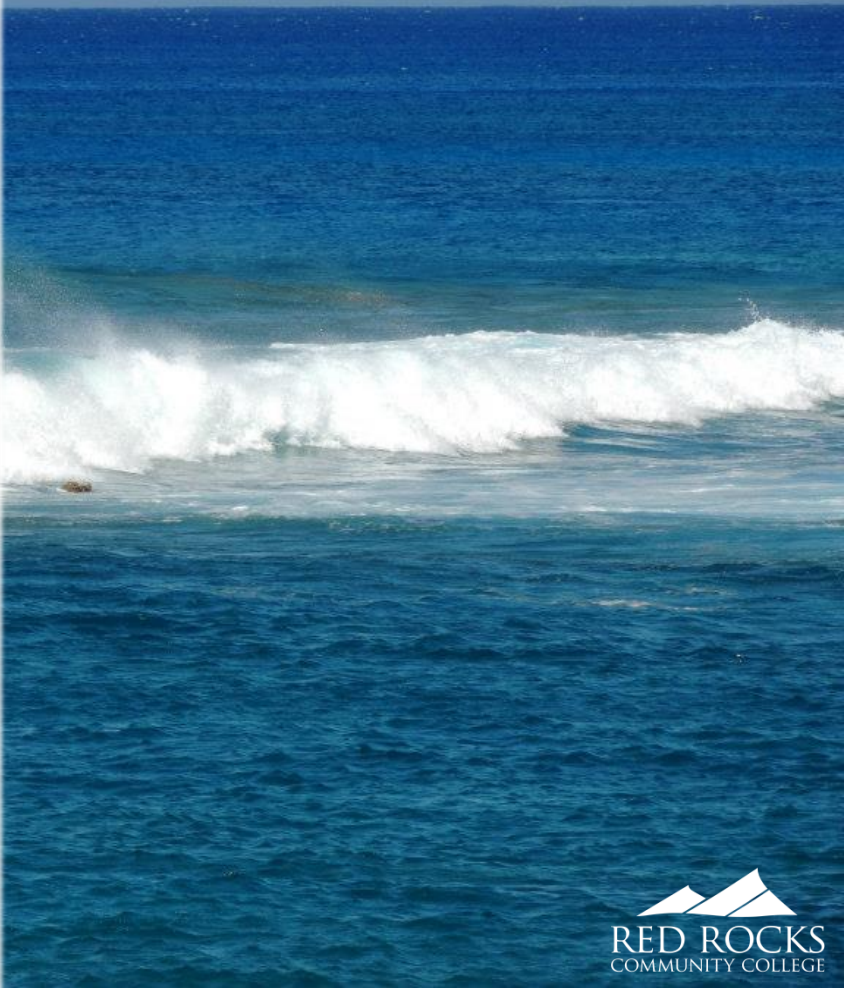


Honors Program Student Guide

Dr. John U Trefny Honors Program

2017-2019



RRCC, Honors Program
Red Rocks Community College
Room 1521
Honors@rrcc.edu
303-914-6366

HONORS PROGRAM
Red Rocks Community College



Contents

RRCC Honors Student Guide	3
Program Mission	3
Program Vision	3
Program Competencies.....	3
Who Should Participate?	3
Program Structure and Benefits:	4
Honors Program Staff	4
Program Admission Requirements	5
Program Membership Status	5
Student Conduct	6
Honors Classes	7
Core HNR Classes	7
Option Classes.....	7
Contract Classes	7
Honors Contract Procedure	8
Honors Contract Course Credit	8
Originating an Honors Contract project.....	8
Completing an Honors Contract project.....	8
Recording of Honors credit	8
Honors Contract Option Form	9
Honors Advising	10
Sample Honors Schedule:	10
Honors Activities and opportunities	12
Honors Fall Retreat	12
Honors Spring Field Trip.....	12
Honors Study Abroad	12
Honors Research Mini-grants	12
Honors Presentation Requirement.....	12
Honors Service Requirement	13

Service Honors Points Guidelines	13
Options for Earning Points	13
Honors Service Points Contract	15
Honors Program Service Time Sheet	17
Honors Progress Check	18
Honors Capstone.....	19
Honors Graduation Checklist	25
Honors Graduation Recognition	26

RRCC Honors Student Guide

Welcome to the Honors Program! The goal of this program is to enhance your academic experience at Red Rocks Community College, while also preparing you for transfer or career opportunities. This guide is intended to facilitate your involvement by providing an overview of program requirements and benefits. If you have any questions about the program after reading this guide, please contact the Honors Program Director, Barbra Sobhani at Honors@rrcc.edu.

Program Mission

The Honors Program at RRCC provides exceptional learning opportunities through interdisciplinary education and problem-solving experiences for a community of scholars in order to prepare them to be leaders in a global community.

Program Vision

- Promoting equity and access to Honors education
- Developing leaders in STEM
- Providing exceptional opportunities for learning and development for our exceptional students

Program Competencies

- Intellectual inquiry/Research skill
- Interdisciplinarity
- Leadership
- Community engagement
- Civic and Global learning

Who Should Participate?

To prospective Honors Program Members: If you meet the membership criteria we hope that you will join the Honors Program. The information contained in this handbook will give you a good idea about the various components of the program, and some of the advantages of being a member. However, they cannot give you a sense of the membership intangibles — developing close new friendships, being more fully and positively engaged in your learning, broadening and deepening your learning experiences, and developing greater self-confidence in your abilities and talents. The best way to get a sense of this is to talk with current members who are active in the program. A world of exploration and development awaits those who become members.

To current members of the Honors Program: This handbook is intended to answer many of the questions that you may have about membership, and to help you take full advantage of the many benefits and

opportunities of being a member. However, keep in mind that we are continually improving the Honors Program and the experiences we provide for our members. With this in mind, don't hesitate to offer your suggestions on how we can make the program better. Our goal is to create an exemplary community college STEM Honors program, one whose graduates are in demand by transfer universities and employers.

Active Membership in the Program: Honors Program members are expected to actively participate in the program, including taking Honors classes, attending program-sponsored activities, and performing some form of service while a member.

Program Structure and Benefits:

There is an application process to become an Honors Scholar. This is a two year program intended to help students prepare for transfer and develop knowledge, skills and abilities that will benefit each student. Once admitted to the program, the Honors student receives specialized advising, takes Honors classes and becomes part of a student community.

Program components include

- Honors coursework and capstone project
- Honors Scholarships
- Priority registration
- Honors advising and mentoring
- Honors field trips/workshops
- Honors designation at graduation
- Honors to Honors transfer

Students will develop interdisciplinary problem solving and research skills and gain a competitive edge in the college transfer and scholarship process. Students will become part of a community of scholars. Students will also be involved with advanced projects, internships, service learning and travel opportunities through the Honors Program, providing a competitive edge and exceptional experience.

Honors Program Staff

Honors Program Director:

Barbra Sobhani, Rm 1523
Red Rocks Community College
1300 W. Sixth Ave
Lakewood, CO 80228
303-914-6366
Barbra.sobhani@rrcc.edu

Program Admission Requirements

- Honors Program admissions for the 2017-2019 cohort are open from April 3 through September 30, 2017. The first Honors Fall semester requirements begin October 2017.
- Honors Program admissions for the 2018-2020 cohort are open from April 2 through September 15, 2018. The first Honors Fall semester requirements begin October 2018.

The Honors application is available on the Honors Program site at www.rccc.edu/honors . Read the application and instructions carefully to determine your eligibility for membership. Admission criteria considered are a combination of academic performance, interest in STEM, creativity and perseverance. If you are new to RRCC, we will accept GPA, ACT, SAT or other placement scores as evidence of good academic standing and achievement. Otherwise, any continuing students who complete 12 or more college-level academic courses and have a cumulative GPA of 3.50 or higher are eligible to apply. Other academic achievements of recent high school graduates or new students who have attended another college or university can also count towards program eligibility. The application instructions list the various criteria which are used to determine program eligibility. If in doubt about your eligibility, discuss the situation with the Honors Director.

Program Membership Status

The academic records of Honors Program members are reviewed after each fall and spring semester and summer term. A member's status will be determined based on the criteria described in the table below. In addition, an active member of the Honors Program must be an official student at the College in good standing regarding the Student Code of Conduct.

Aside from minimum GPA requirements, an essential aspect of an Honors Program, and a primary difference between an Honors Program and an Honors Society, is engagement in an Honors curriculum; that is, enrolling in Honors courses and participating in related Honors activities and service. Program members who do not progress in an Honors curriculum without good cause (for instance, pursuing a degree program that does not allow the flexibility of taking Honors classes) will be considered Associate members and will not be eligible for the full Honors Scholar designation at graduation.

For convenience, the Honors Program membership criteria have been summarized in the following table. However, interpretation and assignment of any individual member's status is at the sole discretion of the Honors Director, whose decision is final.

GPA¹	Enrolled in Honors Courses	Participates in Honors activities	Completes Service Hours	Membership status
At least 3.5	Yes	Yes	Yes	Good standing
At least 3.5	No	Yes	Yes	Associate member
3.00 – 3.49	Yes	Yes	Yes	Conditional (1 semester)
Below 3.00	Yes or no	No	No	Dismissed

- 1- at the discretion of the Honors Director, an Honors Program student's GPA calculation may exclude coursework completed at an early stage of the student's college career as long as the student has demonstrated subsequent substantial improvement in coursework performance.

- Good standing – the student is eligible for scholarships, mini-grants and internship opportunities, and all Honors Program rights and benefits. This is the expected status of all members of the Program.
- Conditional - The “condition” attached to this status generally is that the member must earn at least a 3.50 semester GPA each semester in which he/she is enrolled until achieving a 3.50 cumulative GPA starting from semester of admission into the program, at which point the student’s status reverts to Good Standing. The student should show continuous academic improvement and have a plan for returning to good standing. If the student fails to meet the “condition”, his/her status will be reviewed for possible dismissal. A Conditional member is eligible for Honors Program scholarships for one semester. Monthly meeting with the Director is required.
- Associate - A member with Associate status is not eligible for Honors Program scholarships. The student may return to active status by enrolling in an Honors course the next semester.
- Dismissal- A student failing to meet minimum GPA, conditional requirements and/or student conduct requirements (see below) will be dismissed; the student is no longer a member of the Honors Program. Students dismissed from the Program for academic reasons may reapply at such point as they meet the criteria for admission. Member dismissal is at the sole discretion of the Honors Director, whose decision is final.

Student Conduct

An Honors Program member is expected to exemplify the mature and appropriate conduct of an adult college student at all times. A Program member disciplined by the College for misconduct resulting in Probation or Suspension either reverts to Honors Program Probation status, regardless of GPA, or is dismissed from the Program at the sole discretion of the Honors Director, whose decision is final. A Program member disciplined by the College for misconduct resulting in Dismissal or Expulsion from the College is automatically dismissed from the Honors Program.

Honors Classes

Core HNR Classes

Once admitted into the program, these courses are required and students will receive a scholarship to cover the cost of these 7-9 credits (if scholarship eligible). Students must pass these courses with a B or above.

HNR 100 – Honors Seminar (1 credit)

- Develops skills in an interdisciplinary manner, including: self-efficacy, college success, interdisciplinary connections, critical and creative thinking. A primary goal is to develop a sense of community within the class. This course increases awareness of issues relating to diversity and leadership, and explores techniques for successful honors academic performance.

HNR 102 – Honors Colloquium 1 (2 credits)

- Develops skills in interdisciplinary scholarly research, writing, and discourse, facilitated by an in-depth study of a major theme. The emphasis is on discussion, projects, and ways of integrating diverse information. This course includes opportunities for students to enhance their critical reflection, argumentation, and collaboration skills, and to explore aspects of cultural diversity in local and global contexts as they investigate the theme from a multi-disciplinary perspective.

HNR 202 – Honors Colloquium 2 (2 credits)

- Continues to develop skills in interdisciplinary scholarly research, writing, and discourse, facilitated by an in-depth study of a major theme. The emphasis is on leading discussions and projects, and integration of diverse information.

HNR 289 – Honors Capstone (2-4 credits)

- Provides a demonstrated culmination of learning within a given program of study.

Option Classes

Honors students will be required to take a minimum of three Honors Option courses. The courses will be from three different areas. These are existing courses that fulfill graduation and/or transfer requirements, but the course is designed for Honors students and will incorporate the Honors Cohort Theme. The Cohort Theme incorporates science and society and is chosen to encourage students to approach a problem in an interdisciplinary way.

- Minimum 3 credits from Arts and Humanities or History Division (GT-AH, GT-HI)
- Minimum 3 credits from English or Social Science Division (GT-CO, GT-SS)
- Minimum 3 credits from Math or Sciences Division (GT-SC, GT-MA)

Contract Classes

Students may complete required or additional honors courses through the contract option. Students are limited to two contract courses as a part of the Honors Degree requirements. The Honors Contract allows a student to make a one-on-one arrangement with an instructor in order to earn Honors credit in a non-honors course. Contract applications are accepted during the first four weeks of the fall and spring

semester. The student must earn a grade of B or above in the class in which the Honors Contract Option is completed in order to earn honors credit.

Honors Contract Procedure

Honors Contract Course Credit

The Honors Contract allows a student to make a one-on-one arrangement with an instructor in order to earn Honors credit in a non-honors course. Contract applications are accepted during the first four weeks of the fall and spring semester.

The work assigned as a result of the contract should be qualitatively different in nature from the work already assigned in the class. The mere addition of readings or assignments is not sufficient. For example, the assigned work may rely on primary sources not formally introduced in the class, or focus more intensively on particular topics. We will not approve contracts in which students function as TAs for honors credit.

The student must earn a grade of B or above in the class in which the Honors Contract Option is completed in order to earn honors credit.

Originating an Honors Contract project

- 1) The student is expected to approach the instructor by the end of the third week of the semester to request permission to complete an Honors Contract and to discuss possible projects.
- 2) If the instructor agrees to supervise an Honors Contract, the project should be outlined in the Honors contract by the end of week four. It is the instructor's responsibility to fill out the contract. Once initiated, the student is required to agree to the contract.

Completing an Honors Contract project

- 3) The student is expected to check in with the instructor at least every other week to report progress, unless otherwise specified by the instructor.
- 4) Deadlines are outlined in the Honors contract, and if those deadlines are not met, the instructor has the right to terminate the Honors Contract.
- 5) The student must earn a minimum GPA of 3.5 in the class in order to earn Honors credit. Therefore, it is suggested that the student and instructor meet during week ten to discuss whether the student is on track to earn the necessary grade.
- 6) The instructor evaluates the final outcome of the project and determines whether the project has been successfully completed. The instructor will submit an evaluation for approval by the Honors Office.

Recording of Honors credit

- 7) Once the registrar's office receives the email indicating that Honors credit has been earned, and after verifying that the student earned a minimum 3.5 in the course, they will manually change the name of the course so that Honors appears in the title. (Please note that it sometimes takes a few weeks for the Honors distinction to appear.)

Honors Contract Option Student Form

(Student fills this out and gets signatures)

Student Name: _____

S Number: _____ Student Email: _____

Current academic level (ex: first-semester sophomore): _____

Course prefix, number, and section (ex: PHY 211-001) _____

Instructor Name: _____

Instructor Email: _____

Does this course already have an Honors-designated section? Yes No

If yes, the course is not eligible for an Honors contract.

Have you ever completed an Honors Contract before? Yes No

If yes, please list the courses below (XXX000-000):

Project idea (details to be worked out with faculty):

Timeline for Completion: (include specific deadlines that encompass the scope of the project)

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

Instructor needs to complete the Online Honors Contract Form at <http://www.rrcc.edu/honors/faculty>

Honors Advising

Note for professional-technical students: due to the structured nature of prof-tech programs, it may not be possible to fit the core honors classes into your schedule. However, honors options are completed within standard classes in which you are already enrolled, thus there is greater flexibility for incorporating these into your schedule. Even if you only complete one Honors Option, this can still benefit you—the Honors distinction gets added to your transcript and is something that you can note on your resume. Students can enroll in Honors option course with permission of the instructor.

Sample Honors Schedule:

	Fall	Spring
Year 1	<ul style="list-style-type: none"> -Admission to program -Advising appointment with Honors Director to discuss program and goals. -Honors Seminar (HNR 100) -Honors retreat 	<ul style="list-style-type: none"> Honors Colloquium (HNR 102) -Honors Option in English (falls under English Division) -Honors Option in Biology (falls under Math and Science Division) -Honors field trip
Year 2	<ul style="list-style-type: none"> Honors Colloquium (HNR 202) Advising appointment with Honors Director to discuss program progress and capstone project plan. -Honors Option in Geology (falls under Math and Science Division) - Honors Option in Anthropology (falls under Arts and Humanities Division) 	<ul style="list-style-type: none"> Honors Capstone (HNR 289) -Honors Option in History (falls under History division) -Honors contract in math (falls under Math and Science Division) Presents Capstone research Recognized at Commencement

Example: A.S. Honors Degree Pathway

Fall 17		Spring 18	
ENG 121 (3) English Comp I		ENG 122 (3) English Comp II (HONORS)	
MAT 201 (5) Calc I		MAT 202(5) Calc II	
PHI 218 (3) Environmental Ethics		COM 115 (3) Public Speaking	
CHE 111 (5) Gen Chem I		CHE 112 (5) Gen Chem II	
HNR 100 (1) Honors Seminar		HNR 102 (2) Honors Colloquium 1	
Total credits: 17		Total credits: 17	
Fall 18		Spring 19	
ECO 201 (3) Macroeconomics		ECO 202 (3) Microeconomics	
HIS 247 (3) World History (HONORS)		ANT 215 (3) Indians of North America (HONORS)	
MAT 204 (5) Calc III		MAT 261 (4) Diff Eqns (HONORS contract)	
PHY 211 (5) Physics I (HONORS contract)		PHY 212 (5) Physics II	
HNR 202 (2) Honors Colloquium 2		HNR 289(2) Honors Capstone	
Total credits: 18		Total credits: 17	

Example: A.A. Honors Degree Pathway

Fall 17	Spring 18
ENG 121 (3) English Comp I	ENG 122 (3) English Comp II (HONORS)
MAT 121 (5) Algebra	MAT 122 (3) College Trig
BIO 111 (5) Gen Biology I	SCI 105 (3) Science and Society (HONORS)
COM 115 (3) Public Speaking	BIO 112 (5) Gen Bio II (HONORS)
HNR 100 (1) Honors Seminar	HNR 102 (2) Honors Colloquium 1
Total credits: 17	Total credits: 16
Fall 18	Spring 19
LIT 202 (3) World Literature (HONORS)	PHI 218 (3) Environmental Ethics
MAT 201 (5) Calc I	HIS 247 (3) World History (HONORS)
POS 111 (3) American Government	ANT 215 (3) Indians of N Am (HONORS)
CHE 111 (5) Gen Chemistry I	CHE 112 (5) Gen Chemistry II
HNR 202 (2) Honors Colloquium 2	HNR 289(2) Honors Capstone
Total credits: 18	Total credits: 16

Honors Activities and opportunities

Throughout the two years, Honors students will be required to participate in extra-curricular activities and service related to the program. These activities are designed to enrich and enhance the Honors college experience and develop our community of scholars. Some activities are required and many additional opportunities will be available beyond the requirements. Honors points are awarded for these accomplishments. It is expected that Honors students complete a total for 6 honors points during the two years for Honors program completion.

Honors Fall Retreat

Each October, Honors students and Faculty will be gathering at the Fall Honors Retreat. Generally held in early to mid-October, this event is essential in developing the relationships and expectation of the program for the coming academic year.

Honors Spring Field Trip

Each Spring semester, the Honors Program will be offering a field trip experience for students and faculty. The field trip will be related to the Program theme and is meant to tie into potential student's interests. Honors points can be awarded for additional field trip participation.

Honors Study Abroad

RRCC offers many study abroad opportunities each year. If you are interested in taking one of these trips as an Honors Contract course, please contact the Honors office to discuss your options. In the future, we hope to offer Honors specific study abroad opportunities. There may be specific study abroad scholarships available for Honors students as well. Stay tuned!

Honors Research Mini-grants

During the semester that a student is completing their Honors capstone project, students are eligible to apply for a mini-grant to support their research. This is a competitive application process. Mini-grants are limited and have a maximum value of \$500. Students are required to submit a proposal and budget. Applications for the first round of grants will available Fall 2018.

Honors Presentation Requirement

Every honors student will be required to give at least one professional presentation (talk or scientific poster) during the two-year program. Honors points can be awarded for additional presentations given. There will be multiple opportunities available that include (but are not limited to):

RRCC Science Expo poster session

RRCC Claro/Red Talks

COSGC Research Symposium

National Scientific Conferences

Honors Conferences

Honors Service Requirement

An important part of the Honors experience at RRCC is building a tradition of service and community connection. In order to establish this is the expectation that students will accumulate points for service throughout the two years of the program.

Service Honors Points Guidelines

1. Prior to activity, meet with Honors advisor to discuss the service project.
2. Complete Honors Points agreement form (the form can be found online). *Agreement form submission deadlines: October 15 (fall), March 1 (spring), and June 1 (summer).*

Please note:

- Points are not awarded retroactively
- Points are not awarded for class or club requirements
- Points are not awarded for paid activities
- Points credit varies depending on the service learning hours
- A maximum of 6 points may be accumulated though service during Honors career

3. Meet with Honors Program staff for approval and submit form with proper signatures by October 15, March 1, or June 1. You may begin your Honors Points activity prior to each semester's deadline, but there is no guarantee you will receive Honors Points credit until the form is submitted and approved.
4. Complete Honors Points activity as outlined on agreement form and keep a time sheet of all hours.
5. Upon completion of the service hours or activity, submit time sheet and 2-3 page self-reflection essay by December 15 (fall activities), May 15 (spring activities), or August 1 (summer activities). Students who complete a scholarly activity must submit verification of attendance (e.g., conference program, scholarship application or nomination, etc.) Essays will not be accepted after these dates for credit(s) in those respective semesters.
6. Honors Program verifies project completion with project sponsor and records Honors Points.

Options for Earning Points

- I. **Service Learning:** Service learning is a combination of service with learning beyond the classroom. Honors students use their abilities and talents to demonstrate a commitment to an ethic of civic responsibility by engaging in an activity that benefits both the student and the community. (One point is awarded for 10 hours of service, a maximum of six points can be awarded during the Honors program.) You are encouraged to work with the Service Learning Center on campus.
- II. Students may be awarded service Honors Points for the following activities:
 - A. **Mentoring:** Honors students offer support and guidance to another individual or group by sharing their knowledge or experience in an academic area.
 - B. **Volunteerism:** Honors students engage in meaningful, reciprocal action in their college or local communities. Examples: Volunteering at the Big Brother/Big Sisters, Renown Medical Center, Habitat for Humanity, coaching middle school girls' soccer, or participating in the Honors Ambassadors Program.

- III. **Scholarly activities and academic programming:** Honors students may engage in research or organize Honors programming, then share what they have learned with others. Examples: presentation of papers at academic meetings; participation in Honors regional or national meetings; submission of an application for an approved national fellowship (Fulbright, Rhodes, etc.); development of academic programs (e.g., leadership series); or service as Honors Ambassador (specific form required). One point is possible for each activity.

Honors Service Points Contract

Eligibility: To be eligible for Honors Points, the student submitting this form must be a member of the Honors Program. Honors points activities and projects must be pre-approved by the Director of the Honors Program. No Honors Points will be awarded retroactively. The Honors Points Contract must be submitted by October 15 (fall semester), March 1 (spring semester), and June 1 (summer semester). In order to earn Honors Points, the conditions of the contract must be completed by December 15 (fall activities), May 15 (spring activities), or August 1 (summer activities) respectively. A new contract must be submitted each semester. After completion of service hours, the student must also submit a time sheet showing dates, times, and final sponsor’s signature with the essay.

Student’s Full Name _____

Phone _____ E-mail _____

Current semester and Year: Fall 20_____ Spring 20_____ Summer 20_____

Major(s) _____

Title of Activity _____

Sponsor’s Name _____

Activity Address _____

Sponsor’s Phone _____ E-mail _____

Service beginning date: _____ Service ending date: _____

Total number of hours you plan to volunteer _____

1 point = 10 hours 2 points = 20 hours 3 points = 30 hours

4 points = 40 hours 5 points = 50 hours 6 points = 60 hours

Description of the Honors Points activity/project, duties, and specific timetable for completion:

My signature below acknowledges that I have read the section in the Honors Student Guide (online) regarding Honors Points. I agree to meet the requirements outlined in my handbook including the submission of a time sheet and a 2-3 page analytical essay, due by December 15, May 15, or August 1. Essays will not be accepted after these dates. I understand that points will not be applied to my Honors service record until the terms of my activity/project have been met.

Student's Signature _____ Date _____

Activity/Project Sponsor Signature _____

Honors Staff Signature _____

Honors Progress Check

Also see Honors Student Planning Guide

- _____ Honors acceptance form signed and returned
- _____ Enrolled in HNR 100 _____ Completed HNR 100
- _____ Honors Retreat Participation
- _____ Honors Advising meeting with the Director, year 1
- _____ Honors Event/Field trip participation
- _____ STEM EXPO participation
- _____ Other presentation options

Honors Option course enrollment:

My plan:

Semester 2:

Semester 3:

Semester 4:

- _____ Enrolled in HRN 102 _____ Completed HNR 102
- _____ Enrolled in HNR 202 _____ Completed HNR 202
- _____ Capstone proposal submitted
- _____ Capstone proposal accepted
- _____ Capstone additional advisors
- _____ HNR 289 completed

Service points plan:

Semester 2:

Semester 3:

Semester 4:

Honors Capstone

The goal of the Capstone project is to engage you in a hands-on, participatory learning experience that allows you to see a scholarly project from inception through public defense. The Capstone can range widely from a traditional research project, a creative work, or a service-oriented exercise with a clear scholarly component. The projects may be within any discipline or interdisciplinary. Combining the Honors capstone with another project requirement is allowed, though modification must be clearly articulated in the Capstone proposal. Team projects are also acceptable, but each student's role must be clearly defined and go above and beyond the other, non-honors group members. Capstone projects can seem daunting, but upon completion, many see their projects as high points of their undergraduate experience.

Steps to begin an Honors Capstone Project

1. Develop a project idea.
2. Identify a project advisor and discuss your project idea.
 - a. The student is responsible for selecting the professor who will supervise the Honors Capstone Project. The professor's research specialties should be connected to the student's area of interest and potential Honors Capstone topic. It is advisable to choose a person for whom the student has performed successfully in more than one course.
 - b. The student should have a specific topic in mind before conferring with the professor. Since the Honors Thesis is basically an independent study, the student will need to convince the potential supervising professor that he/she understands the major field and has done sufficient preliminary research on the topic.

3. Write your initial capstone proposal.

Proposal content and focus will vary from one discipline to another. You should discuss the protocols of proposal writing in your field with faculty members in that discipline. The proposal needs to contain a clear delineation of a research topic and a concise outline of the research methodology or approach. It should be evident in the proposal that the research goal is an original one. Other research or scholarship that relates to your project focus should be cited in the proposal as well. Proposals should be clearly written in acceptable, grammatical English and accessible to literate non-specialists.

Although the format of the proposal will vary from one discipline to another, all proposals should contain the following items:

- a. Introduction, including relevant background information and your reason for choosing this research project.
- b. Detailed statement of the problem you propose to investigate. (It is often helpful to formulate this in terms of a question)
- c. Review of literature. Discuss the results of previous research in this area and how your research will contribute to knowledge in this area.
- d. Statement of hypothesis (if relevant). State the research hypothesis or the research questions and objectives of the thesis.
- e. Explanation of the research methodology or procedure you propose to follow in your research. This might also include a brief explanation of the sources you intend to use. If your project includes experimental or statistical research, give a detailed description of your proposed research strategy, or include examples of any data-collection instruments you plan to use.
- f. A statement of the significance of your research. This statement should make it clear why your research will result in an original contribution.

- g. A preliminary bibliography.
4. Secure proposal approvals and signatures from the supervising professor and the Honors Director.
5. Enroll in HNR 289 the semester in which the Honors Capstone is written.

Creative Arts and Performance Projects

The Honors Program encourages student writers and artists to develop Honors Capstone projects. Proposals for creative arts and performance projects will, naturally, be somewhat different from proposals in scholarly and scientific fields. Nevertheless, like other proposals, arts proposals should contain a clear statement of the project, a plan for its development, and a tentative plan for the exhibition, reading, or performance of the project. Creative arts students will be given an opportunity to present their work at the STEM EXPO Undergraduate Research Symposium. In the case of visual or performance arts projects, a written report explaining the project and a photographic record/portfolio will be submitted.

Although the format of the proposal will vary depending on the medium involved, all creative arts proposals should contain the following:

- A description of the project and the concept(s) underlying it.
- A description of the significance of the project; i.e., what is the artist trying to accomplish?
- A statement of the methodology or the significance of the medium (if appropriate).
- A preliminary bibliography (if appropriate).

Honors Capstone FAQs

So is a capstone project like a senior thesis? What is it?

It could be, but it could be more creative or experiential. ALL capstone projects must emphasize a broader, interdisciplinary view of a topic or more in-depth study of a topic, as might be expected in 300- or 400-level college coursework. ALL capstone projects promote active learning and are assessed with rigorous standards. And ALL capstone Projects must involve work typically done by a professional in that discipline. A scholarly paper might satisfy that criterion, but so might creation of a professional portfolio and website for an art student or a business plan for a business student. A social science student might conduct a study and write an article for potential publication. A drama student might write a play. You get the idea.

Do I get credit for this project?

Absolutely. The capstone project contract you write with your advisor will specify how many semesters the project will take (1 or 2) and how many credits the project will encompass. The student enrolls in the HNR 289 course in the final semester of the project. A student can get credit for the work completed, even if the project is not completed in its entirety and even if that student does not ultimately meet the criteria necessary to graduate with Honors. But only Honors Program students in good standing can get the credit.

Honors Capstone Project Contract

Student _____ S# _____

Student admitted to Honors program? _____ Current RRCC GPA: _____

Instructor: _____ Date: _____

Discipline (e.g. PHY) in which project is to be carried out: _____

Capstone projects can be fulfilled over 1 or 2 Semesters and can total between 1.0-4.0 credits. A credit hour should reflect approximately 20-30 hours of work by the student.

The student and instructor engaging in the Honors capstone project contract need to discuss and agree on elements of the project outlined below before submitting this application. They should both participate in answering questions below. Expand answer boxes as necessary.

Please describe the student's Honors capstone project in terms of subject, scope, and work product.

Specify stages of student's work and instructor's assessment. If the project is to span 1 or 2 semesters, please specify in which semester each stage of work and its assessment is to be completed. Assessment rubric is requested in a separate question, below.

Explain how the instructor and student will ensure that each stage of the work and its assessment is carried out on the schedule planned and what is their backup plan if any stage of the work is not timely or does not meet assessment criteria outlined below.

Please specify the rubric by which the project will be assessed each semester and upon completion. Please be specific (or attach rubrics document to this contract.)

1. Describe how the project emphasizes breadth (interdisciplinary view of subject) and/or depth (in the chosen discipline)—beyond what is typically expected in this department’s coursework and commensurate with 300-400-level college coursework.

2. Describe how the project promotes active/experiential learning.

3. Describe how the project (and its assessment) reflect high academic rigor.

4. Describe how the project requires work typically done by a professional in this field/discipline.

This contract must be submitted to Honors Program Director by the end of the semester before enrollment in HNR 289. Work should not be started until the project is approved.

Notice of whether the student satisfactorily completed the requirements of the project along with written assessments and meeting dates for each semester must be submitted to Honors Program Director by the 1st week of the semester following the proposal.

In signing below, the student agrees to complete the work specified on the schedule shown according to the assessment standards described above. The instructor agrees to oversee that work, advise and mentor the student during the semester(s) spanned by the project and assess the work submitted by the student at the stages specified and using rigorous assessment criteria specified in this contract. Both instructor and student agree that the project will give the student a legitimate, rigorous Honors experience.

Student (sign): _____ Date: _____

Instructor (sign): _____ Date: _____

Honors Graduation Checklist

<i>Requirement</i>	<i>Semester Completed</i>
HNR 100 Honors Seminar	
HNR 102 Honors Colloquium I	
HNR 202 Honors Colloquium II	
HNR 289 Honors Capstone	
3 Honors credits from Math/Science (GT-MA, GT-SC)	
3 Honors credits from Social Science/English (GT-SS, GT-CO)	
3 Honors credits from Humanities/History (GT-AH, GT-HI)	
Service participation	
Attended Fall Retreat	
Attended Field Trip	
Professional presentation requirement fulfilled	
Six Honors Points Accumulated	

Honors Graduation Recognition

Special Honors Notation on Transcripts and Diplomas – Students graduating in the Honors Program receive “Trefny Honors Scholar” designation on their diplomas. Students completing the 18 Honors credits with a GPA of at least 3.25 but less than 3.5 will have a "Completed Honors Program" designation. Students who have completed some of the requirements at the time of graduation will have a “Honors Program” designation. College transcripts identify all Honors coursework as Honors.

Honors Identification in Commencement Program – The Red Rocks Community College commencement program at the graduation ceremony identifies all graduates of the Honors Program.

Honors Convocation - Students graduating in the Honors Program are recognized at a special Honors Convocation and reception the week prior to general College commencement exercises, to which graduates' family and friends are also invited. At the Convocation, graduates are awarded stoles and faculty mentors are recognized.