February 7, 2007

MEMORANDUM

TO: James F. Harris
    Dean, College of Arts & Humanities

FROM: Phyllis Peres
    Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to modify the Honors Program in the B.A. in American Studies (PCC log no. 06040)

Your proposal to modify the curriculum of the Honors Program in the B.A. in American Studies has been administratively approved. A copy of the approved proposal is enclosed.

The changes are effective Fall 2007. The College should ensure that the change is fully described in the Undergraduate Catalog and in all relevant descriptive materials, and that all advisors are informed.

CWR/

Enclosure

cc: Richard Ellis, Chair, Senate PCC Committee
    Sarah Bauder, Office of Student Financial Aid
    Mary Giles, University Senate
    Barbara Hope, Data Administration
    Kathy McAdams, Undergraduate Studies
    Anne Turkos, Archives
    Linda Yokoi, Office of the Registrar
    Elizabeth Loizeaux, College of Arts & Humanities
    Jo Paoletti, Department of American Studies
    Dean Hebert, University Honors Program
DATE SUBMITTED: November 28, 2006  

COLLEGE/SCHOOL: Arts and Humanities  

DEPARTMENT/PROGRAM: American Studies  

PROPOSED ACTION (A separate form for each)  
ADD____ DELETE______ CHANGE______X____

DESCRIPTION (Provide a succinct account of the proposed action. Details should be provided in an attachment. Provide old and new sample programs for curriculum changes.)

Replacing HONR 388 with AMST 388 in the requirements for departmental honors program.

JUSTIFICATION/REASONS/RESOURCES (Briefly explain the reason for the proposed action. Identify the source of new resources that may be required. Details should be provided in an attachment.)

HONR 388 has not been used for honors thesis research in many years; departments were asked to offer their own course number for that purpose. AMST received VPAC approval for AMST 388 several years ago, but HONR 388 remained in the program description. This remedies that error.

APPROVAL SIGNATURES - Please print name, sign, and date

1. Department Committee Chair  
   [Signature]

2. Department Chair  
   [Signature]

3. College/School PCC Chair  
   [Signature]

4. Dean  
   [Signature]

5. Dean of the Graduate School (if required)  
   [Signature]

6. Chair, Senate PCC  
   [Signature]

7. Chair of Senate  
   [Signature]

8. Vice President for Academic Affairs & Provost  
   [Signature]
Honors Program in American Studies (Proposed)

The American Studies Honors Program offers outstanding students an opportunity to add distinction to their academic records by undertaking an independent research project in an area of particular interest.

The program is intended to allow students preparing for graduate study or a professional career to apply and further develop their research, analytic, and writing skills in an independent project of their own design, in consultation with a faculty mentor. Students are encouraged to make use of the rich resources of the Washington-Baltimore area, including major research institutions such as the Smithsonian Institutions, the Library of Congress, and the National Archives.

Students fulfill the honors program requirements through a combination of honors-designated coursework (6 credit hours) and an honors thesis (6 credit hours). These courses and credits fall within both the American Studies major requirements and the University’s 120-credit undergraduate degree requirement. Students who undertake American Studies Honors are excused from the senior seminar, AMST 450.

Eligibility: Students must have at least a 3.0 GPA at the time of entry into the program, and must maintain a 3.0 GPA to remain in good standing. To graduate with Honors in American Studies, students must have a 3.0 cumulative GPA and at least a 3.2 GPA in their major coursework.

Application: Students who wish to pursue Honors work should submit a letter of intent to the Director of Undergraduate Studies. The letter should identify the core faculty member who has agreed to approve course work and supervise the research and writing of the honors thesis.

Requirements: The Honors Program gives students a substantial amount of flexibility in fulfilling the two basic requirements: 6 credit hours of honors-designated coursework; and 6 credit hours of AMST 388, Honors Thesis and Research.

To fulfill the coursework requirements (6 credit hours), students may:

- Take an upper level Honors section course in a department or departments consonant with the student’s major focus areas.
- Take an upper level University Honors course.
- Negotiate an Honors Option Contract with the instructor of an upper division course in American Studies or in a department or departments consonant with the student’s major focus areas.
- Take a graduate course in a department or departments consonant with the student’s major focus areas.
All coursework not taken in an Honors section, in a university Honors course, or in a graduate course should have an Honors Option Contract completed, in order to ensure that the student’s transcript reflects that the work carries Honors credit.

To fulfill the thesis requirements, students will:

- Register for 6 credit hours of AMST 388, Honors Thesis and Research. Customarily this is spread across the student’s senior year, with 3 credit hours taken each term.
- Present the thesis to a committee composed of the faculty mentor and another department faculty member. At the satisfactory conclusion of the thesis presentation, the committee will notify the Director of Undergraduate Studies that the thesis has been read, evaluated and approved. The Director of Undergraduate Studies will then notify the University Honors Program Director of the successful completion of the individual Honors degree program.
Honors Program in American Studies (Current)

The American Studies Honors Program offers outstanding students an opportunity to add distinction to their academic records by undertaking an independent research project in an area of particular interest.

The program is intended to allow students preparing for graduate study or a professional career to apply and further develop their research, analytic, and writing skills in an independent project of their own design, in consultation with a faculty mentor. Students are encouraged to make use of the rich resources of the Washington-Baltimore area, including major research institutions such as the Smithsonian Institutions, the Library of Congress, and the National Archives.

Students fulfill the honors program requirements through a combination of honors-designated coursework (6 credit hours) and an honors thesis (6 credit hours). These courses and credits fall within both the American Studies major requirements and the University’s 120-credit undergraduate degree requirement. Students who undertake American Studies Honors are excused from the senior seminar, AMST 450.

Eligibility: Students must have at least a 3.0 GPA at the time of entry into the program, and must maintain a 3.0 GPA to remain in good standing. To graduate with Honors in American Studies, students must have a 3.0 cumulative GPA and at least a 3.2 GPA in their major coursework.

Application: Students who wish to pursue Honors work should submit a letter of intent to the Director of Undergraduate Studies. The letter should identify the core faculty member who has agreed to approve course work and supervise the research and writing of the honors thesis.

Requirements: The Honors Program gives students a substantial amount of flexibility in fulfilling the two basic requirements: 6 credit hours of honors-designated coursework; and 6 credit hours of HONR 388, Honors Thesis and Research.

To fulfill the coursework requirements (6 credit hours), students may:

- Take an upper level Honors section course in a department or departments consonant with the student’s major focus areas.
- Take an upper level University Honors course.
- Negotiate an Honors Option Contract with the instructor of an upper division course in American Studies or in a department or departments consonant with the student’s major focus areas.
- Take a graduate course in a department or departments consonant with the student’s major focus areas.
All coursework not taken in an Honors section, in a university Honors course, or in a graduate course should have an Honors Option Contract completed, in order to ensure that the student’s transcript reflects that the work carries Honors credit.

To fulfill the thesis requirements, students will:

- Register for 6 credit hours of HONR 388, Honors Thesis and Research. Customarily this is spread across the student’s senior year, with 3 credit hours taken each term.
- Present the thesis to a committee composed of the faculty mentor and another department faculty member. At the satisfactory conclusion of the thesis presentation, the committee will notify the Director of Undergraduate Studies that the thesis has been read, evaluated and approved. The Director of Undergraduate Studies will then notify the University Honors Program Director of the successful completion of the individual Honors degree program.