

Texas Tech University * Request for Honors Course

The Honors College considers Honors course suggestions from departments and instructors across the campus. Proposals for courses to be offered in fall must be submitted no later than **December 15** of the year prior to when they will be offered (i.e., Dec. 15, 2011 for a course to be offered in fall 2012). Fall proposals will be confirmed in January and instructors notified of the review outcome. Proposals for spring courses should be submitted for consideration no later than **August 1** of the year prior to the one when they will be offered for confirmation in September.

Honors courses require students to have a cumulative GPA of 3.0 or higher.

Semester/year to be offered: _____ Course prefix/number: _____

Course name: _____

Instructor(s): _____

Honors courses must be taught by tenured or tenure-track faculty

Preferred days/time: _____ Prerequisites (major, courses): _____

Will regular sections of this course be offered? _____ If yes, how many? _____

REQUIRED ATTACHMENTS:

1) Describe how this course **differs from a regular section using course objectives/learning outcomes and assessment strategies that reflect an Honors learning environment.** (The description should go beyond class size and discussion.) Please note: University policy now requires that all course syllabi contain student learning outcomes and assessment strategies. Furthermore, if your course satisfies a Core Curriculum requirement you must include on the syllabus learning outcomes that are specifically keyed to Core Curriculum objectives for the component the course satisfies. (See the TTU Catalog section on Core Curriculum for objectives.) Assessment strategies should also be in place to determine the extent to which students have acquired knowledge and/or skills related to the learning outcomes stated in the syllabus. These should be included as part of your course proposal. *Due to limited funding, courses with enhanced learning experiences will receive priority.*

2) **Course description** (**Attach** a detailed, course description directed toward students which may be added to the Honors Course Offerings booklet. Feel free to include a list of tentative readings, discussion topics, or details about the writing/workload expected from the student- **INCLUDE PREREQUISITES.** Examples of previous descriptions are available on our website under course offerings: <http://www.depts.ttu.edu/honors/>)

PAYMENT INFORMATION

1) _____ This will be an overload teaching assignment. Please pay the stipend directly to the instructor.
(Note: Honors does not typically provide additional compensation.)

OR

2) _____ Please pay the stipend directly to the department. The state account number is: _____

Preferred enrollment limit: _____ Are the department's majors required to take this SECTION? _____

Does this course fulfill a core curriculum requirement? (TTU catalog pg. 50) _____ Which category? _____

(A draft syllabus must be attached and include core curriculum objectives/assessments)

Are you requesting that this course count toward Honors seminar credit? (*Structure and expectations of grad course*) _____

Proposal submitted by: _____ Mailstop: _____

Proposer's e-mail address: _____ Phone: _____

Department Chairperson Signature of Approval

Date

Team-taught courses must have signature approval from all departments. Please duplicate form as needed.

Please return to: Honors College, MS 1017 or fax to: 742-1805 or email to janet.veal@ttu.edu

Honors College Use Only

Approved _____

Denied _____

Date _____

Initials _____

Stipend _____

rev 7/11