

HONORS PROGRAM HANDBOOK



2011-2012

MCDANIEL COLLEGE
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[HTTP://WWW.MCDANIEL.EDU/HONORS.HTM](http://www.mcdaniel.edu/honors.htm)

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MCDANIEL COLLEGE'S HONORS PROGRAM is a unique form of academic enrichment that allows students to be a part of a community of scholars who are dedicated to academic rigor and the pursuit of liberal arts in the classroom and beyond. The program opens doors to challenging courses in many disciplines, often taught in innovative ways. Honors students pursue academic careers that demonstrate their intellectual curiosity, integrity, intrinsic motivation to learn, and commitment to leadership in the McDaniel community.

Members of the McDaniel College faculty instituted the Honors Program in 1986 in an effort to support and strengthen the experiences of students who take pride in setting particularly high standards of academic excellence for themselves. The provision of honors housing creates a living-learning community that allows students to continue intellectual and philosophical discussions beyond the classroom, as well as to create a community that comes together to enjoy extracurricular activities and initiate service projects.

At a college that has been recognized as changing lives, honors students strive to "be the change [they] want to see in the world."

PROGRAM ADMINISTRATION

THE DIRECTOR OF THE HONORS PROGRAM: The director of the Honors Program is responsible for the overall development and supervision of the program and coordinates the curriculum, recruits students, identifies faculty to teach in the program, arranges for outside speakers, plans and participates in co-curricular activities, assists students in planning extracurricular activities, works with the admissions office for special recruiting activities, and assists in recruiting honors students for tutoring on campus. The honors director is assisted by the assistant director of the Honors Program and reports to the provost/dean of the faculty. The director of the Honors Program is Dr. Stephanie Madsen.

THE ASSISTANT DIRECTOR OF THE HONORS PROGRAM: The assistant director of the Honors Program coordinates and leads the senior honors colloquium, helps to advise the student Honors Club, plans and leads a cultural activity each semester, supports students in submitting proposals to and attending national and regional honors council meetings, recruits and supports peer mentors, participates in admissions activities, assists with assessment activities, and serves as the point of contact for special honors study abroad programs. The assistant director of the Honors Program is Dr. Sara Raley.

THE HONORS PROGRAM FACULTY ADVISORY COMMITTEE: The committee is composed of three faculty members and the director and assistant director of the Honors Program. Faculty members serve on the committee for three-year terms with one term expiring each year. The committee oversees the design and monitors the quality of all academic aspects of the Honors Program. In addition, the committee advises the director of the Honors Program in matters relating to the social aspects of the program. Each year, a student liaison elected by the honors students is invited to serve on the committee as well. Faculty committee members include Dr. Julie Routzahn (chair), Dr. Susan Scott, and one member yet to be appointed.

PEER MENTORS FOR HONORS: Two peer mentors are assigned each year to assist honors students in their transition to McDaniel and the Honors Program. Nathan Wuertenberg ('12) and Matthew Love ('14) are this year's honors peer mentors.

ADMISSIONS TO THE HONORS PROGRAM

Prospective students in the top 10% of the applicant pool are invited to join the Honors Program based on a combination of their core high school GPA, SAT scores, writing samples, honors classes, AP classes, class ranks, and any other areas of significant achievement. Any student may request that his or her application be reviewed for consideration for admittance to the Honors Program. Students entering in Fall 2010 had an average SAT score of 1383 (*Range* 1250-1560, *SD* = 63.63), had taken between 0-23 honors, AP, and IB courses, and had completed an average of 4 years of foreign language in high school. Students in the Honors Program typically have submitted applications that demonstrate their intellectual curiosity, intrinsic motivation to learn, and their potential as leaders in the McDaniel community.

Students who demonstrate academic promise in their first semester at McDaniel are encouraged to apply for admittance to the Honors Program at the start of their sophomore year. In the spring of their first year, interested students must submit a nomination by a faculty member, meet with the director, and submit a statement explaining what they hope to gain from being in the program and what they hope to contribute to the program. The faculty advisory committee for the Honors Program reviews these applications and makes final decisions regarding admittance. Typically 2-4 students are invited to join the program each year. These students have the same requirements to fill as honors students selected during the admissions process. Transfer students are invited into the program on an individual basis.

ACADEMIC REQUIREMENTS AND GUIDELINES

To graduate as a *College Scholar* from the McDaniel Honors Program, students must, in addition to achieving a cumulative GPA of 3.5 or better, complete the following requirements (25 credits):

- HON 2219: Great Works of the Western World I
- HON 2220: Great Works of the Western World II
- Four honors electives
- HON 4491: Senior Honors Colloquium (1 credit)
- Pursuit of honors in the major

HONORS COURSES: The Honors Program curriculum offers students 3-5 choices of honors electives each semester. Each course meets one or more McDaniel Plan requirement and may, on occasion, also fulfill a major or minor requirement. Students are expected to take HON 2219 and 2220 in the fall and spring of their first year and one honors elective each semester of their sophomore or junior years. Students must pursue departmental honors during their senior year and present their departmental honors project in the senior honors colloquium in the spring of their senior year.

EXAMPLES OF RECENTLY OFFERED HONORS ELECTIVES:

- *The Disordered Brain*
- *Gender Roles in the Economy*
- *Invasion of America*
- *Elementary Logic*
- *Bioethics*
- *Nanotechnology*
- *Childhood in America*
- *The Nature of Science*
- *The Arab World*
- *Madness, Genius, and Creativity*
- *Intellectual History of the 1960s*
- *The Hero's Journey*

RECOMMENDED SEQUENCE OF COURSES FOR THE PROGRAM:	
First-year	Great Works I (fall) and Great Works II (spring)
Sophomore	1 honors elective each semester (or study abroad)
Junior	1 honors elective each semester (or study abroad)
Senior	Pursue departmental honors (advised in major) Senior Honors Colloquium (spring)

PROGRESSING IN THE PROGRAM: Students may take two honors courses during one semester if they wish. However, students may not skip more than two consecutive semesters of honors courses without gaining the permission of the faculty advisory committee; students failing to enroll in an honors course (or study abroad) for more than two consecutive semesters without permission from the faculty advisory committee will be dismissed from the program.

STUDY ABROAD: Students who study abroad for a semester may count this experience as one of the four honors electives; students who study abroad for two semesters may substitute this experience for two honors electives. Students who study for one semester at the University of Glasgow in Scotland and complete the honors course on the *Scottish Enlightenment* may substitute this experience for two honors electives. Upon receipt of final grades, the Registrar's office automatically will note study abroad experiences as fulfilling honors electives on the student's program evaluation; if the program evaluation does not accurately reflect the student's completion of honors requirements, the student must inform the honors director.

PURSUIT OF DEPARTMENTAL HONORS: To graduate as a College Scholar, the Honors Program requires that students pursue honors in their major discipline; requirements vary by major. Honors students should contact their major advisor to learn departmental processes for pursuing honors in the major no later than the beginning of spring semester of the junior year. Note that some departments require that students achieve a certain major GPA to be eligible to complete an honors project. Students completing more than one major need only pursue honors in one major to graduate as a College Scholar. Students who are not permitted by their major department to complete departmental honors for any reason may propose a project to the faculty advisory committee to serve as their senior honors project. Note that the requirement is to *pursue* Honors in the major discipline. Students who have, in good faith, pursued departmental honors in the major discipline, but have not been awarded honors in the major, are still eligible to graduate with the distinction of "College Scholar."

HONORS PROGRAM PROBATION AND DISMISSAL: Students must achieve an overall GPA of 3.5 or better to graduate as a College Scholar. In order to make adequate progress toward this goal, students must achieve a GPA of 3.2 or better in the first-year, 3.3 in the sophomore year, and 3.4 in the junior year. The Honors Program will notify students failing to meet these requirements that they are on probation and must meet GPA requirements for their current class year by the end of the subsequent semester. Students who fail to do so will receive a letter dismissing them from the Honors Program and informing them that they have been removed from any honors courses they were enrolled in for the following semester. Students who are dismissed will immediately forfeit all privileges relating to the Honors Program, with the exception that such students may continue to live in honors housing through the remainder of the academic year.

APPEAL PROCESS: Students who are dismissed from the program due to failure to meet GPA standards or failure to complete an honors requirement for more than two consecutive semesters may appeal this decision by the first day of classes the following semester. To appeal, the student should contact the director of the Honors Program in writing (email is acceptable). The student's letter should explain any exceptional circumstances regarding his or her situation, state the reasons for his or her desire to remain in the program, and offer a plan to meet remaining requirements. The director will then bring the student's appeal to the faculty advisory committee and will respond to the student in writing regarding the committee's decision.

LEAVING THE PROGRAM: Students who wish to voluntarily part ways with the Honors Program must contact the director of the Honors Program to schedule an exit interview. The student will not be eligible to participate in the lottery for the following year's honors housing, but may continue to reside in honors

housing for the remainder of the academic year; all other privileges associated with the Honors Program will be relinquished immediately.

CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES

Co-curricular activities are a part of the academic program and are therefore strongly encouraged. These activities include performances connected with classes, the annual honors lecture, and community service. Extracurricular activities are also an important part of the program and students should attend at least one a semester. Student committees help to plan such events.

ANNUAL HONORS LECTURE: Each year, the Honors Program sponsors a lecture for its students; this lecture is open to the larger community as well. The lecture rotates between speakers representing the natural sciences, social sciences, and humanities. Before the lecture, a dinner in honor of the speaker is held at the President's house, including a select number of honors students and alumni. Recent lectures have included:

2011: Dr. George Ritzer, Distinguished University Professor at the University of Maryland. "Globalization, Fast Food, and Facebook: What Do They Have to Do with One Another, You and Me?"

2010: Dr. Nathan Hultman, Assistant Professor at the University of Maryland and associate director of the Joint Global Change Research Institute, Pacific Northwest National Laboratory. "Cross-examining Climate Change"

2009: Dr. Nicolas W. Proctor, Associate Professor of History and Chair of the History Department, Simpson College. "Obscene, Unwanted, and Provocative: My Education in the Liberal Arts"

COMMUNITY SERVICE REQUIREMENT: Under the current honors club constitution, students living in honors housing are required to complete five hours of community service per semester. At least two of these hours must be completed within an honors-sponsored community service activity. The remaining three hours can be completed either within honors or with another recognized community service group/activity.

SENIOR HONORS BANQUET: Each spring, students about to graduate as College Scholars organize and attend a special honors banquet to celebrate their achievements.

SENIOR HONORS CONVOCATION: Seniors graduating from the Honors Program are recognized at the senior awards convocation and receive special cords that they will wear at commencement.

FIELD TRIPS: Each semester the assistant director of the Honors Program organizes field trips to nearby destinations for honors students to attend cultural events.

HONORS PROGRAM PRIVILEGES

The following privileges are given to students in the Honors Program:

HONORS HOUSING: Up to 40 first-year students are housed in Daniel McLea, if they deposit by May 1st. Upper-class students desiring a residential component to their honors experience may participate in the housing lottery for rooms in Daniel McLea and Forlines. To be eligible to participate in the honors housing lottery, students must be active in the program and have reported their community service hours. Each suite must create, plan and participate in at least one housing activity (e.g., an outing, gathering, service event a year).

PRIORITY REGISTRATION: All honors students enjoy priority registration (i.e., registering with the first group of their respective class years) in recognition of scheduling difficulties sometimes inherent in managing the demands of honors and major program(s) requirements.

HONORS STUDY SPACE: Beginning in Fall 2011, honors students will have access to a special study for use by honors students only. Students must sign out a key and return it at the end of each academic year (or upon leaving or being dismissed from the program). If a key is not returned to Physical Plant by the end of the semester, the student's account will be charged \$45.00.

EXTENDED LIBRARY LOAN: Honors students enjoy extended library loan privileges, allowing them to checkout material from Hoover Library for 3 months duration.

PRINCIPIA CONSORTIUM: The McDaniel College Honors Program is a member of the Principia Consortium, which offers a unique study abroad experience for honors students throughout the United States at the University of Glasgow in Scotland. Students participating in this program take, as part of their coursework, an honors class on the Scottish Enlightenment. A single semester in this program counts as the equivalent of two honors electives. This unique program also offers coursework in all majors, including experiences that are not typically available to undergraduate students in the U.S.

HONORS ALUMNI NETWORK: Honors students join a network of over 350 alumni of the Honors Program who provide mentorship and guidance to current students. All honors students may join the College Scholar Connection (McDaniel Honors Program) LinkedIn site.

OFFICIAL RECOGNITION OF COLLEGE SCHOLAR STATUS: Upon completion of the program, students' transcripts include the notation "College Scholar". The student will also receive a letter from the director of the Honors Program that may be given to future employers or schools that explains the weight of the accomplishment of graduating as a College Scholar.

NATIONAL AND REGIONAL HONORS ORGANIZATIONS

The McDaniel Honors Program maintains memberships in national and regional honors organizations. Students are encouraged to attend and present at regional and national conferences for these organizations. Students are also encouraged to join as student members of these organizations.

- National Collegiate Honors Council (NCHC)
- Northeast Regional Honors Council (NRHC)
- Maryland Collegiate Honors Council (MCHC)

THE HONORS CLUB

The Honors Club is a student organization within the Honors Program. The purpose of the club is to strive for (a) scholastic excellence in all collegiate endeavors, (b) continued improvement of the social and academic environment of McDaniel College, (c) the creation of a college community that is conducive to the development of intellectual freedom and receptive to cultural diversity. The club's constitution may be found in Appendix B.

All students who are admitted to the Honors Program are members of the honors club; no student may be a member of the Honors Club unless a member of the Honors Program. Club meetings are held once a month at a regular time determined by the executive board and are presided by the club president.

All executive board members are required to attend and give reports at meetings for the general Honors Club, meetings of the executive board and, upon request, faculty advisory committee meetings. If a an executive board member is on leave or studying abroad and cannot fulfill his or her duties, the president of the Honors Club may appoint a substitute for that time period. In the event that an executive board member leaves the program, voluntarily or otherwise, he or she will forfeit the executive board position and the president of the Honors Club may appoint a substitute student to assume the duties of that position for the remainder of the academic year.

2011-2012 EXECUTIVE BOARD MEMBERS OF THE HONORS CLUB:

President of the Honors Club.....	Rhaelynn Givens
Vice President.....	Luke Schmidt
Secretary.....	Rebekah James
Events Coordinator.....	Catherine O'Keeffe
Service Coordinator.....	Marisa Hrbal
Liaison to the Program.....	Sarah Miller
Liaison to Admissions.....	Emily Schaefer
Housing Representative.....	Marlee Nelson
Public Relations.....	Caitlin Roetheli
Historian.....	Morgan Thomas
Senior Class Representative.....	Nathan Wuertenberg
Junior Class Representative.....	Kelsey Dickman
Sophomore Class Representative.....	Matthew Love
First-Year Class Representative.....	To be elected Fall 2011

APPENDIX A:
SAMPLE HONORS CONTRACT TO BE SIGNED UPON ENTERING THE PROGRAM

August 31, 2011

Dear Honors Student:

The following is a contract outlining the requirements of the McDaniel College Honors Program for the Class of 2015. By signing this contract, you indicate an understanding and agreement of the requirements for graduating as a College Scholar.

To graduate as a College Scholar in the McDaniel College Honors Program I understand that:

- I must take Great Works of the Western World I and II (HON 2219 and HON 2220).
- I must take four additional honors electives. These electives may be used to satisfy general education requirements if I wish, and may, on occasion, fulfill a major or minor requirement.
- I may earn credit for one honors elective for each semester I study abroad. If I study abroad at the University of Glasgow’s Honors Program for a semester, I will earn credit for two electives.
- I must pursue honors in my chosen major, following whatever coursework, classes, or requirements my major department requires. If I choose to complete two (or more) majors, I need only pursue honors in one of these majors. If my major department ultimately decides not to award me honors the major, I understand that I still will have fulfilled the Honors Program’s requirement to “pursue” departmental honors, provided that I have done so in good faith.
- I must participate in the Senior Honors Colloquium (HON 4491), in which I will present my senior honors project and complete any other projects required by the instructor.
- I must achieve a final overall GPA of at least 3.5 and meet intermediate overall GPA requirements (3.2 in the first year, 3.3 in the sophomore year, 3.4 in the junior year). If my GPA falls below these standards, I understand that I will receive a letter stating that I am on probation for the following semester, during which time I must bring my GPA back up to the required level or forfeit my participation in the program. If extenuating circumstances warrant, I may petition the program for additional time to raise my GPA.
- In my final semester, if I have completed all other requirements of the program and it is mathematically possible for me to achieve a final GPA of 3.5, I understand that I will be considered a graduate of the Honors Program and will receive honors cords to wear at commencement. But if I fail to ultimately earn a GPA of 3.5 or better, I will not receive the distinction of “College Scholar” on my transcript or at commencement.
- I must not go more than two consecutive semesters without taking an honors class or studying abroad. If I have not taken an honors class or studied abroad for two consecutive semesters, and I do not register for an honors class for the subsequent semester or petition the Honors Program for an exception, I understand that I will be dropped from the program.
- If I decide to leave the program, I will contact the director of the Honors Program.
- If I leave the program, voluntarily or otherwise, I will forfeit all privileges of the program, including priority registration, extended library loan privileges, and access to honors study space; I will no longer be eligible to participate in room draw for Honors housing, but may remain in honors housing for the remainder of the academic year.

I have read the above letter and agree to these terms. By signing this document I acknowledge an understanding of the requirements of the program.

Printed Name

Date

Signature

Date

Dr. Stephanie Madsen
Director of Honors Program

Date

APPENDIX B:
HONORS CLUB CONSTITUTION

McDaniel College
Westminster, Maryland

Constitution
Of
The Honors Club
Last Amended: 8 April 2008

Article I. Name

The name of this organization is the McDaniel College Honors Club, hereafter referred to as the Honors Club or the Club.

Article II. Purpose

We, as individuals of the Honors Club, will first and foremost strive for scholastic excellence in all of our collegiate endeavors. As a group, we will strive for the continued improvement of the social and academic environment of McDaniel College and will strive to facilitate the creation of a college community conducive to the development of intellectual freedom and receptive to cultural diversity. We will achieve this by following the procedures and principles laid out in this constitution, by accepting leadership roles in the college community and through continued service to the citizens of Carroll County.

Article III. Membership

The Honors Faculty Committee will determine eligibility of students for membership in the Program and will invite eligible students to become members in the Program. Any student who accepts this membership automatically becomes a member of the Honors Club. No student may be a member of the Honors Club unless a member of the Honors Program.

Article IV. Academic Requirements

The Honors Faculty Committee determines all academic requirements for the Honors Program. The Honors Club has no jurisdiction concerning the academic requirements of the Honors Program. All academic concerns of Club members are to be expressed to the Faculty Committee and/or Honors Program Director either directly or through the Liaisons to the Honors Program.

Article V. Advisor

The Director of the Honors Program will also serve as advisor for the Honors Club.

Article VI. Executive Board

Section 1. The Student Executive Board will be comprised of one President, one Vice President, one Housing Manager, one Housing Manager's Apprentice, one Senior Class Representative, one Junior Class Representative, one Sophomore Class Representative, one Freshmen Class Representative, one Events Committee Chairperson, one Community Service Chairperson, one Public Relations Chairperson, one Liaison to Admissions, one Honors Historian, one Secretary, and one Liaisons to the Honors Program.

Section 2. The members of the Honors Club elect all executives. All elected executives will serve terms of one year, starting at the beginning of the academic year.

Section 3. Club members may hold the positions of President, Vice President, Events Committee Chairperson, Community Service Chairperson, Public Relations Chairperson, Secretary, Liaison to

Admissions and Honors Historian for an unlimited number of terms, either consecutively or disjoint. The position of Housing Manager may only be held for one term.

Section 4. Two-thirds of the Executive Board must be present for any vote to occur. For votes other than Executive Removal a simple majority is required to pass a motion.

Section 5. Should vacancies in the Executive Board occur midterm, the position is filled by an Executive Appointment through a majority vote of the members of the Executive Board; however, the exact manner of voting in such a situation is up to the discretion of the Executive Board.

Section 6. The Executive Board may remove an executive from his or her position by a two-thirds majority vote. In such a situation, the questioned executive may not vote and the President of the Honors Club will only vote in the event of a tie. The questioned executive has the right to make a statement regarding the vote of removal if present at the meeting; however, the individual cannot be present during the vote of removal. The President must directly notify the executive of the decision following the meeting of removal.

Article VII. Official Duties

Section 1. All executives will be required to attend and give reports at general Honors Club, Executive Board and, upon request, Faculty Committee Meetings.

Section 2. Executive Board Office Descriptions:

President – The president of the Honors Club oversees all aspects of Club operations. This student is responsible for assisting and supervising all members of the Executive Board and will be responsible for providing leadership training and motivation to the Executive Board and helping to ensure efficient operation of the Executive Board. The president will be required to coordinate and chair meetings of the Executive Board and general Honors Club. This person is responsible for dealing with any concerns about negligent Executive Board members and will register the Club as a student organization and complete all other necessary dealings with the College Activities Office. This individual will establish temporary committees for special projects whenever necessary.

Vice President – The Vice President will assist the President in completion of his or her duties. The Vice President has the authority to act in the President's stead in their absence and assume the duties of the President in the event the President can no longer execute their office.

Liaison to the Honors Program – The Program Liaison is responsible for serving as a link from the Honors Program Director to the Executive Board and the Honors Club. The Liaison will attend Faculty Committee Meetings and act as a representative of the Club. Other duties of the Liaison will be to assist the Director and President in the everyday operations of the Program. To be eligible to run for Liaison, students must be available to attend Faculty Committee Meetings once a month.

Senior Class Representative – The Senior Class Representative is responsible for representing the Senior Class to the Honors Faculty Committee and the Executive Board. The Senior Representative is also responsible for coordinating the Honors Senior Presentations.

Junior Class Representative – The Junior Class Representative is responsible for representing the Junior Class to the Honors Faculty Committee and the Executive Board. The Junior Representative is also responsible for keeping organized records of community service hours for the Junior Class and submitting these records to the Community Service Chairperson upon request.

Sophomore Class Representative – The Sophomore Class Representative is responsible for representing the Sophomore Class to the Honors Faculty Committee and the Executive Board. The Sophomore Representative is also responsible for keeping organized records of community service hours for the Sophomore Class and submitting these records to the Community Service Chairperson upon request.

Freshmen Class Representative – The Freshmen Class Representative is responsible for representing the Freshmen Class to the Honors Faculty Committee and the Executive Board. The Freshmen Representative is also responsible for keeping organized records of community service hours for the Freshmen Class and submitting these records to the Community Service Chairperson upon request. The Freshmen Class Representative assists in the coordination of the Preview Days for prospective Honors students with the Liaison to Admissions.

Housing Manager and Apprentice – The Housing Manager will be responsible for coordinating all aspects of Honors Housing. They will conduct room draw to allocate housing to members of the Club and file the necessary paperwork with the Department of Residence Life in order to assign rooms. In the room draw, the Housing Manager and Apprentice will be permitted to choose rooms before anyone else in their class effective Fall 2008. If both housing managers are in the same class, the senior housing manager will select his/her room first. They will organize building activities and supervise the organization of suite activities.

Community Service Chairperson – The Community Service Chairperson is responsible for organizing different Honors community service activities and for ensuring at least one activity per month with a minimum of twenty available hours per semester. The Community Service Chairperson is also responsible for keeping organized, current records of all service hours completed by all members, informing members of delinquency at the end of each semester and upon request, and investigating the validity of reported service hours if questions arise.

Club Events Chairperson – The Club Events Chairperson organizes social activities for the Honors Club and will be expected to assist in the preparation of the annual Honors Banquet. The Club Events Chairperson will serve as the Club's representative to the Student Government Assembly when possible.

Public Relations Chairperson – The Public Relations Chairperson is responsible for monthly publication of the Honors newsletter, Nerd News. The Nerd News should contain publicity for upcoming Honors events upon request and a calendar of Honors events. In addition, the Public Relations Chairperson will be responsible for designing and distributing Honors Club promotional items. The Public Relations Chairperson is also responsible for aiding the Director in updating the Program website.

Liaison to Admissions – The Liaison to Admissions is responsible for coordinating prospective Honors student visitations, assisting the Freshman Representatives in the planning of Preview Days for prospective Honors students and assisting the Public Relations Chairperson in promoting the program to prospective students. The Liaison to Admissions will work with the Honors Program Director and Admissions Office to assist in the admission process regarding prospective honors students.

Secretary – The Secretary is responsible for recording the minutes of Honors Executive and General Meetings. The Secretary is expected to distribute minutes from Executive Meetings to all members on the Executive Board and those from General Meetings to the General Membership.

Historian - The Historian is expected to complete a scrapbook highlighting the activities of the Honors Club for any given year. As such, the Historian is responsible for documenting in word and pictures all aspects of Honors Club activity.

Article VIII. Elections

Section 1. Any member of the program may run for President, Vice President, Housing Manager, a Committee Chairperson, Honors Historian, Secretary, Liaison to the Honors Program or Liaison to Admissions. Only members from the designated class may run for class representatives. In order to run for an office, members are required to file a statement of interest to the Club President. The President

will determine the exact manner in which this is to be done. Members may run for more than one position but may only accept and hold one elected position at a time.

Section 2. All members of the Club will be eligible to cast one vote for the offices open to election. The members of a particular class will only cast votes for their particular class representative.

Section 3. Voting will be done at a specified general meeting of the Club by secret ballot. In the case that members are unable to attend this general meeting they must contact the President within forty-eight hours prior to the meeting to obtain an absentee ballot. In the event of a tie, the vote will go to the members of the executive board. All current members of the board, except the president, will vote and a majority will determine the decision. In the event a tie occurs in the Executive Board, the president will cast one vote to determine the result.

Section 4. The elections for the offices of President, Vice President, Secretary, Committee Chairpersons, Sophomore, Junior and Senior Class Representatives, Honors Historian, Liaison to the Honors Program, and Liaison to Admissions for the following academic year will be held at the first general meeting of the Club following Spring Break. The Housing Manager will be elected at the first general meeting of the Club following Thanksgiving Break in the academic year in which his/her term is to begin. Nominations for the Freshmen Representatives will be accepted at the first general Honors Club Meeting of the Academic year. Elections for the Freshmen Representatives will occur at the second general Honors Club Meeting of the Academic year.

Article IX. Meetings

Meetings of the Club will be held twice every month on Sundays at 7 pm. These meetings will be presided by the President. Meetings of the Executive Board will be held biweekly at a regular time or when necessary as determined by the President. These meetings will be presided by the President. The committees will meet necessary as determined by the committee chairpersons and will be presided by the committee chairpersons.

Article X. Community Service

Section 1. Each student is required to complete ten hours of community service each year. Four out of these ten hours must be completed in conjunction with the honors program through honors planned activities. The remaining six hours can be completed through any recognized organization. All hours may be completed through honors related activities.

Section 2. Service hours are proactive between years and semesters. That is, a student can choose to complete the required thirty hours, twelve of which are hours related to honors activities, before the end of their junior spring semester.

Section 3. Service hours are to be reported to class representatives. Class representatives compile all hours and then report these hours to the community service chairperson. Questions concerning the validity of reported hours are reviewed between the volunteer and the community service chairperson.

Section 4. Students cannot be removed from the Honors Club based on community service delinquency; however, Honors Club Housing will not be afforded to students exhibiting excessive delinquency. The following guidelines define excessive delinquency:

- 1) Any third year student with less than 30 hours will not be considered for room draw with the honors club.
- 2) Any second year student with less than 20 hours will not be considered for room draw with the honors club.

Article XI. Honors Housing

Section 1. Eligibility for room draw will proceed according to the following guidelines:

- 1) All third year students with no less than 30 hours of community service, ten of which **must** be honors hours, prior to room draw will draw first.
- 2) All second year students with no less than 20 hours of community service, 8 of which **must** be honors hours, prior to room draw and delinquent third year students will draw second.
- 3) All first year students with no less than 10 hours of community service, 4 of which **must** be honors hours, prior to room draw and delinquent second year students will draw third.
- 4) All delinquent first year students will draw last.
- 5) Students with hours exceeding the minimum requirement will not be placed higher in room draw order.

Section 2. Each suite and house must complete a suite activity at some point during the academic year. The Honors Housing Manager will be able to assist in the planning of the suite activities if needed. Alcohol-Free Activity Grant Requests are available in the Office of Residence Life in order to fund the activities. If a suite does not host an activity, all students residing in that suite will draw with the class below them at Room Draw.

Article XII. Amendments

The Executive Board must pass all amendments to the Constitution with a majority with two-thirds in attendance. Before voting on an amendment occurs the amendment must be announced at the general meeting prior to the vote.

Article XIII. Ratification

This Constitution will be ratified if it is approved by a majority of the votes received from two-thirds of the Executive Board and if a majority is obtained from the general membership at an Honors General Meeting.