

COLUMBUS STATE

COMMUNITY COLLEGE

Honors Student Handbook

Autumn 2020

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The Honors Faculty Committee reserves the right to make changes to the information in the handbook as necessary; these changes will be reflected in the online version found on the CougarConnect -Honors Program portal.

Honors Student Handbook

Columbus State Community College

Vision

Columbus State Community College is Central Ohio's front door to higher education and a leader in advancing our region's prosperity.

Mission

To educate and inspire, providing our students with the opportunity to achieve their goals.

Values

Student Success: We welcome and engage all students in creating individualized, accessible and mutually accountable pathways that allow them to pursue their goals.

Inclusion: We reflect the demographics of Central Ohio, and we leverage the college's rich diversity for the benefit of our local and global communities.

Quality: We expect excellence and accountability in ourselves and our students.

Innovation: We embrace bold ideas and an entrepreneurial spirit, and we are responsive to the changing needs of students, employers, and other stakeholders.

Learning: We are a community of teachers and learners who believe that fulfilling lives are grounded in self-awareness and continuous learning.

Partnership: We recognize that more can be accomplished collaboratively than individually, and we seek like-minded partners to advance our shared goals.

Stewardship: We are careful and thoughtful stewards of the resources entrusted to us.

Leadership: We lead by action and example to help our community pursue opportunities and address the challenges of the 21st century.

Honors Mission

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The Honors Program at Columbus State Community College is committed to providing high-achieving, high-potential students with opportunities for personal, educational, and professional growth through academically enriching experiences and coursework.

The Honors Program seeks to:

- engage students through scholastic rigor;
- foster a diverse community of service and friendship;
- stimulate collegiate exploration and development;
- facilitate experiences that enrich cultural understanding; and
- prepare students for future excellence throughout their lives

Honors Program Community

An Honors student does more than just take Honors classes. As a member of the Honors community, a student joins a fellowship of like-minded intellectually curious individuals dedicated to academic excellence. To take full advantage of the opportunities available as a part of the Honors community, we expect students to participate in a variety of the Honors Community offerings. All Honors students will be automatically enrolled in a non-credit bearing “Honors POD” This hour will be used for Honors-related programming activities within the student’s subject area of interest. Students will meet at least once per month with their POD as notified by their POD coordinator. Attending these meetings is a required component of the Honors Program graduation. The expectation is that students will be able to attend scheduled Honors programs during this hour and engage in other program related activities as planned. A student who misses a POD meeting must make arrangements to make-up the meeting with an alternate activity designated by the Honors Director and POD coordinator. Students may miss no more than one POD.

The Honors Community offerings include:

- Honors service/volunteer projects
- Honors experiential learning opportunities
- Honors field trips
- Honors Student Advisory Council
- Student Honors Forum
- Lunch and Learn
- Guest lectures

CougarConnect – Honors Program portal

Honors students are automatically added to the Honors Program portal on CougarConnect. This site serves as an important resource for Honors students, as it includes the most recent version of the Honors Student Handbook, a schedule of future Honors courses, information about Honors programming, information about transfer scholarship opportunities, Honors forms and documentation, and other information necessary for the successful completion of the Honors Program.

To access the Honors Program portal, sign-in to <https://connect.cscs.edu/organization/honors-program> using your CSCC username and password.

Minimum Honors Program Expectations

To maintain membership in the Honors Program, honors students must:

- Take at least one Honors course each semester (not including COLS 1100/ASC 1190)
- Enroll in COLS 1100-H or ASC 1190-H, and ENGL 1100-H if the student does not have credit for these classes prior to Honors entry
- Maintain a minimum of a 3.0 for all college level courses
- Remain an active member of the Honors Community, including attending POD meetings
- Engage in Honors approved activities, documenting all activity within one week of the activity's conclusion
- Meet with the Honors Director or designee for Honors advising, including end-of-the-year progress reflections
- Remain in good standing per the Columbus State Student Code of Conduct found at <http://www.cscs.edu/resources/media/about/pdf/7-10.pdf>

To remain eligible for an Honors Scholarship, students must fulfill the minimum expectations of an Honors student, and *additionally*:

- be enrolled as a FT student at CSCC, taking at least 12 credit hours in Autumn and Spring Semesters;
- miss no more than one POD session in two years; and
- register for courses by the posted deadline (July 1st for AU 20).

Students who do not meet these expectations will be placed on Honors Academic Probation for the duration of the following semester. Students on Honors Academic Probation are not eligible for scholarship funds, but may regain their scholarship if they regain eligibility.

Honors Academic Probation

Students who fail to meet the minimum requirements of an Honors student during a particular semester will be placed on Honors Academic Probation for the duration of the following semester. Students on probation must formulate and follow an academic improvement plan that is approved by the Honors Director (or designee). After the semester on probation, the Honors committee and the Honors Director will determine the student's continued eligibility for Honors and, if applicable, the Honors Scholarship. Students who feel that they are at risk of being placed on Honors Academic Probation are encouraged to contact Honors faculty for assistance.

Students who fall below a 2.0 GPA are not eligible for probation and will be dismissed from the Honors Program.

Graduating with Honors

To become an Honors Program graduate and receive Honors recognition on your transcript, diploma, and at graduation, you must:

- Earn a CSCC Associate Degree
- Earn an A or B in at least 15 credit hours of Honors courses (including COLS 1100-H or ASC 1190-H, and ENGL 1100-H unless credit was obtained prior to Honors entry)
- Maintain a cumulative GPA of at least 3.5 in all college-level coursework
- Complete a minimum of six Honors Program sanctioned events and/or service activities as described under the Honors Activities on page seven and eight, documenting participation within one week of the activity's conclusion.

Honors Courses

The Honors Program is committed to providing students with a selection of courses that will satisfy the general education requirements of a their program of study in an intellectually stimulating environment with small class sizes. Honors courses receive the same credit and weight as standard courses. Successful completion of an Honors course earns the student the Honors designation for that course on their transcript.

Honors courses are not more work, but *different* work. Honors courses allow students to go into greater depth into a given field of study with a significant level of interaction and engagement between faculty and students that facilitates meaningful intellectual exchange. Honors courses emphasize scholarship, leadership, research and critical thinking.

Honors courses include:

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|--------------------|--------------------------------------|
| • COLS 1100 | First Year Experience Seminar |
| • ASC 1190 | Critical Thinking in Arts & Sciences |
| • ECON 2200 | Principles of Microeconomics |
| • PSY 1100 | Introduction to Psychology |
| • PSY 2340 | Human Growth and Development |
| • SOC 1101 | Introduction to Sociology |
| • MATH 1151 | Calculus I |
| • BIO 1111 | Introduction to Biology I |
| • BIO 1113 | Biological Sciences |
| • HIST 1151 & 1152 | American History to 1877/ since 1877 |
| • ENGL 1100 & 2367 | Composition I & II |
| • ENGL 2261 | Introduction to Fiction |
| • PHIL 1130 | Ethics |
| • CHEM 1171 & 1172 | General Chemistry I & II |
| • CHEM 2251 | Organic Chemistry I |

Honors-by-Contract

If a student wishes to take an Honors course that is not currently offered, the course may be offered as an Honors course by contract. Honors-by-Contract provides an option for students to earn honors course credit while enrolled in a non-honors course by contracting with the faculty member to complete a course-related honors project. Contract requirements are developed by the instructor, and must be approved by the appropriate division-level Honors Committee and OAA Honors Program Committee. Successful completion of an Honors by Contract course will be transcribed with the Honors designation.

Advising and Registration

Students are expected to meet with the Honors Director or designee for advising. Advising hours and appointments will be posted with on the Honors Program portal. The student will receive advising to assist in meeting the Honors requirements while also reaching individual academic and career goals.

If scholarship-holding students do not register for classes by the deadline posted each semester, students will not be eligible for scholarship renewal.

End-of-Year Progress Reflection Meetings

Students are expected to meet with the Honors Director or designee to reflect on their accomplishments and review their progress in meeting the goals of the Honors Program (*see page 2*). In each year, students are expected to demonstrate that they have taken steps to reach these goals.

Students should keep track of their work and activities that reflect these goals in each semester by using the checklist available on the CougarConnect – Honors Portal so they can discuss them with the Honors Director or designee. The level of development that students are expected to reach by the end of their first and second year in the Honors program, and the types of work and activities that help reach those levels of development are included in the table below:

Year 1 Developing a Foundation in Honors	Year 2 Leading in Honors
Participating in PODS	Continuing with Year 1 activities
Taking Honors Courses	Sharing out and presenting ideas
Meeting with advisors and mentors	Creating concrete transfer plans
Participating and assisting as a part of the Honors community	Demonstrating leadership through mentorship of other students, creating service projects, and holding positions in the college (student ambassador, tutor, etc...)
Demonstrating initiative	Applying to scholarships
Demonstrating intellectual curiosity	Organizing and facilitating the cultural and academic growth of others.

Honors Activities

A minimum of six Honors approved activities are required for a student who wishes to graduate with the Honors designation on their transcript/diploma and be recognized as an Honors graduate during graduation.

To fulfill the activity requirement, students must complete and document a minimum of:

- ❖ Two Academic activities;
 - ❖ Two Cultural activities; and
 - ❖ Two Service activities.
- ⇒ At least TWO activities in ANY of the above categories must reflect diversity awareness.

Honors students are strongly encouraged to participate in Honors approved activities during their first term in the Honors Program. Students should plan to complete one or two activities per term over the course of four terms. Students should consult with their faculty mentor to determine a plan of completion that best meets their individual needs.

Approved activities include:

Academic

- Serving as a Peer Advocate: contact Advising Services at <http://www.cscce.edu/services/advising/about.shtml>
- Serving as a Peer Tutor: <http://www.cscce.edu/services/peertutoring/>
- Serving as a Supplemental Instruction Leader: contact dreedy2@cscce.edu for more information.
- Participating in Phi Theta Kappa: contact advisor, Peter Bowen Riley at priley1@cscce.edu
- Participating in an Honors lecture series event
- Participating in an Honors Program organized field trip/experiential learning opportunity
- Participating in an Honors Student Forum
- Attending a private transfer/visit session to a CSCC partner institution
- Attending a Blue-Print workshop series event
- Attending the National Collegiate Honors Council (NCHC) Annual Conference, the Mid-East Honors Association (MEHA) Annual conference, or any other approved academic or professional conference
- Completing a CSCC study abroad program (course + travel): see <http://www.cscce.edu/academics/study-abroad/> for a list of opportunities
- Completing an approved internship
- Participating in Honors Student Advisory Council
- Serving as a Student Ambassador: <http://www.cscce.edu/campus-life/seal/leadership.shtml>
- Participating in the Columbus State Leadership Society: <http://www.cscce.edu/campus-life/seal/leadership.shtml>
- Participating in any CSCC student club/organization: see <http://www.cscce.edu/campus-life/clubs> for a list of student organizations

Cultural

- Participating in an Honors Program organized field trip/experiential learning opportunity*

- Participating in any CSCC student club/organization: see <http://www.csc.edu/campus-life/clubs> for a list of student organizations*
- Participating in an Honors lecture series event*

Service

- Participating in an Honors Program organized service/volunteer project
- Completing a non-honors, Service-Learning demarcated course

**Classification as cultural or academic is content dependent.*

Additional approved activities will be posted on the Honors Program portal.

Any additional activities must be approved by the Honors Director, and student progress will be subject to review. All Honors activities must go above and beyond the standard requirements for a student's plan of study. For approval of an activity not listed above, students must submit the "Honors Activity Request for Approval" through the Honors Program portal prior to completion of that activity.

Documentation of Activities

To be counted toward the student's Honors designation, the student must document their participation in Honors activities. Documentation must be received within one week after the completion of the activity or the activity will not be counted toward the six required activities. To document an activity it must be submitted via the Honors Program portal using the "Honors Activity Completion Report" form found under the tab labeled "Forms".

Scholarship and Award Opportunities

Honors Scholarship

Incoming first-year students admitted to the Honors Program may receive up to a \$2,000 scholarship for the first academic year at Columbus State (up to \$1,000 per semester). This scholarship is merit-based and renewable for a maximum of two years. No scholarship application is required, aside from the application for admission to the Honors Program.

Award Eligibility

To receive this scholarship, a student must be registered as a full-time, degree-seeking student during the academic year.

1st Disbursement: Pending verification of the complete record of academic performance, the first disbursement will be applied to the student's account in the Autumn semester. Any courses, including College Credit Plus, that have been completed subsequent to the student's application and prior to entering the Honors Program must be at a 3.0 GPA or better.

2nd Disbursement: If the student meets the Minimum Honors Program Expectations for scholarship eligibility described on page four, the second disbursement will be applied to the Spring semester.

The scholarship is renewable for the student's second year at Columbus State if the student continues to meet the Minimum Honors Program Expectations for scholarship eligibility.

Additional Scholarship Opportunities

General Scholarships

<http://www.cscs.edu/services/financial-aid/scholarships.shtml>

Columbus State Foundation Scholarships

<http://www.cscs.edu/services/financial-aid/foundation-scholarships.shtml>

Phi Theta Kappa Scholarships

<https://www.ptk.org/scholarships> or contact Rebecca Murray: rmurray@cscs.edu

Society of the Compass Award

The Society of the Compass is a prestigious student award developed to foster academic success.

Membership in the Society of the Compass represents successful achievement and navigation of the four points that serve as the foundation of the Society's creed: Nobility (N), Excellence (E), Service (S), and Wisdom (W). For more information, see: <http://www.cscs.edu/academics/departments/society-of-compass/>

Transfer Information and Scholarships

If a student is interested in transferring to a four-year institution, more information can be found at <http://www.cscs.edu/academics/transfer>. This website includes information about 2+2 agreements and articulation agreements with transfer institutions. For assistance with using this resource, see the Honors Director. For more information about transfer scholarships, check the Honors Program portal.

To request a recommendation for a scholarship or college application from an Honors faculty member, please complete and submit to that faculty member the Faculty Recommendation Request Form located on the Honors Program Portal.

Withdrawal from the Honors Program

Requests to withdraw from the Honors Program must be done in writing, and submitted to the Honors Director via email at honors@cscs.edu.

Honors Faculty and Staff

Honors Co-Directors: Rebecca Mobley & Irene Petten

The Honors Co-Directors serve as the primary contact for new Honors students. They oversee the coordination of all aspects of the Honors Program in conjunction with the Honors Faculty. The Honors Co-Directors serve as a liaison between faculty and administration regarding program implementation and development. The Honors Co-Directors help students devise individualized Plans of Study, register for courses, and facilitates transfer. The Co-Directors plan and leads co-curricular and extra-curricular student activities, and facilitates the Honors PODs. The Honors Co-Directors oversees the student recruiting and admission process, and assists the current students with a variety of academic needs.

Honors Faculty

Honors Faculty are dedicated to teaching Honors courses that support the mission of the Columbus State Community College Honors Program.

Honors Faculty Mentors

Honors Faculty Mentors have committed to providing support and guidance to Honors students within their field of expertise. Honors students are encouraged to contact faculty mentors to discuss academic and professional questions and/or topics of interest.