

Lewis Honors College Student Handbook 2018

The **mission** of the Lewis Honors College is to better the Commonwealth of Kentucky and the world by helping students to explore their **purpose, develop intellectually** and **lead with integrity**.

The **vision** of the Lewis Honors College is to provide a world class honors experience that is known for the success of its students, the quality of its faculty and curriculum, the respect of its peers and the economic and social progress of our communities.

The Lewis Honors College is guided by its core **values**:

- Excellence
- Integrity
- Innovation
- Curiosity
- Mutual respect and Human dignity
- Diversity and Inclusivity
- Academic freedom
- Personal accountability and Social responsibility
- A sense of community
- Civic engagement and service

“The Lewis Honors College is here to support talented students in exceptional circumstances by being partners in their experience to find their purpose, develop intellectually, and lead with integrity.”

– Dr. Czarena Crafcheck, Associate Dean for Academic Affairs

Overview

In keeping with the ideals of our mission, vision and values, the services provided to students by the College are crafted to holistically support high-achieving students through a rigorous academic program, advising, and personal counseling. Our curriculum is designed to complement a student’s major areas of study and prepare them for success after graduation. Students participating in the Honors College enjoy flexibility to both broaden and deepen their studies through Honors seminars, accelerated departmental Honors courses, and a variety of experiential options. Our team of dedicated advisors and counselors work closely with students to tailor their experience at the University of Kentucky so that they are prepared for success as they continue in their academic and career trajectories.

Overview	1
Academic Expectations	3
Academic Advising	3
Academic Advising Appointments	3
Honors Curriculum	4
Curricular Requirements	4
Honors Foundation Seminar – HON 101 The Individual and Society	4
Lower-Level Honors Courses	4
Upper-Level Honors Courses	5
Course Conversions and Graduate Level Courses	5
Honors Experience	6
Directed Honors Elective	6
Senior Honors Thesis	6
Honors Courses	7
Honors ePortfolio	7
Graduating with Honors	7
Honors Progression Holds	7
Honors Probation	7
Withdrawing from Honors	8
Student Code of Conduct	8
Mental Health and Wellness	9
Center for Personal Development	9
Personal Development Appointments	10
Scholarships, Grants, Awards	10
Student Skills Development Award and Kate Johnson Scholarship	10
Diachun Award	10
Raymond Betts Crystal Award	11

Academic Expectations

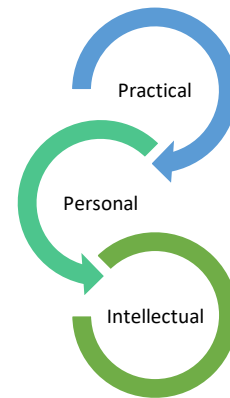
Academic Advising

Lewis Honors College advising is **practical, personal, and intellectual**.

Practical: LHC advisors partner with students to co-construct academic plans, engage in problem solving, connect to campus resources, and evaluate various pathways to achieve individual academic goals. Honors advisors encourage exploration while identifying integrated opportunities for students to meet both honors and major requirements.

Personal: LHC advising is highly relational and individualized. LHC advisors begin getting to know each student during the Lewis Launch orientation and support the student through the completion of their Honors thesis and graduation.

Intellectual: LHC advising is a two-way partnership. Advisors serve as a collaborator and reflective conversationalist. LHC advisors provide the appropriate challenge and support as students discover their own path to success. LHC advisors employ techniques that encourage students to think through complex situations, and support students in identifying their own interpretations and solutions. Through reflective conversations, students come to appreciate multiple ways of knowing, and appreciate their own role in knowledge construction and decision-making.



Academic Advising Appointments

Honors Advisors are available to work collaboratively with students to reach their educational goals in the Lewis Honors College. Students can make appointments with their assigned advisor through their MyUK account. Advisors also hold walk-in advising appointments, open to all LHC students regardless of assigned advisor, Monday through Friday 2:30-4:30.

Lewis Honors College advisors serve as an additional source of academic counseling, supplementary to advisors in the students' major advisors. The primary responsibility of the Honors advisor is to assist students in getting the most out of their UK experience by educating them on how best to invest their pre-college work, and plan strategically for their future. The Lewis Honors College is a natural home for students who have multiple academic goals and a significant amount of academic flexibility due to their rigorous high-school course work in AP/IB and dual credit courses.

Students are required to meet regularly with their Honors advisors. These appointments help to ensure students remain on track to complete their Honors requirements prior to graduation. Appointments are also used to support students in their decision-making process so that course selection remains in alignment with their educational goals.



Required appointments include:

First Year Students - Fall and Spring Semesters

Sophomores - Spring Semester

Juniors - Semester prior to Senior Honors Thesis proposal submission

Seniors - Semester prior to Senior Honors Thesis completion

Students are welcome and encouraged to make appointments with their advisors at any time during the semester beyond those listed as required. Students can also be in touch with their advisor via phone or email.

Honors Curriculum

The Honors Curriculum is designed for students to both broaden and deepen their studies at the University of Kentucky through Honors seminars, accelerated departmental courses, a variety of research, internship and experiential options, culminating in a final thesis created under the guidance of a faculty advisor. Those entering as freshman will complete a total of thirty credit hours for an Honors designation on their degree. *Abbreviated curriculum requirements are provided for current UK students accepted into the Lewis Honors College after completion of their freshman year.*

Curricular Requirements

- HON 101 Honors Foundation Seminar (3 credits)
- CIS/WRD 112 Accelerated Writing & Composition (3 credits)
- Two Lower-Level Honors Courses (6 credits)
- Two Upper-Level Honors Courses (6 credits)
- Directed Honors Elective (3 credits)
- Honors Experience Courses (6 credits)
- Senior Honors Thesis (3 credits)

Most of your honors requirements will also count towards your major requirements. You can work with your Honors advisors to get the most of out of your choices.

Honors Foundation Seminar – HON 101 The Individual and Society

As a foundational course to the Honors curriculum, The Individual and Society takes a vested interest in helping students develop an appreciation for the pursuit of truth and knowledge. By exploring the links between subjective and social phenomena, students will gain a clearer understanding of the way inquiry and curiosity are implicated in our familial, cultural, historical, and political worlds. This course aims to foster an environment where students are equipped with the tools to confidently discern the assumptions, premises and expectations of variant claims to knowledge and truth. The Individual and Society is an invitation extended to students to (re)imagine their identity as agents in an interconnected and ever-expanding global context.

Lower-Level Honors Courses

Lower-level Honors courses are taught by Honors Faculty and have been created specifically for Honors students, typically in their first and second year (100 and 200 level). All HON courses and most of the departmental Honors sections are capped at 25 students and class material relies heavily on student discussion. These courses are distinct in their focus on deep

exploration of the subject and connections across academic disciplines. Courses are offered as HON courses (HON 151, 152, 251, and 252) and as departmental honors sections, such as ANT 101 Honors Introduction to Anthropology, HIS 121 Honors War and Society, and ENG 130 Twice-Told Tales. Several lower-level honors courses meet Intellectual Inquiry requirements in UK Core, including HON 151, 152, 251, and 252.

Upper-Level Honors Courses

Upper-level Honors courses are taught by Honors Faculty and have been created specifically for Honors students, typically in their third and fourth year (300+ level). All the HON courses and most of the departmental Honors sections are capped at 25 students and class material relies heavily on student discussion. Courses are offered as HON 301 and as departmental honors sections, such as BIO 315 Honors Biology, MA 322 Matrix Algebra, and CS 315 Honors Algorithm Design and Analysis.

“Your Upper Level Honors courses are your chance to really spread your wings and begin making your Honors experience unique to YOUR interests and goals!”

- Shaun Ketterman
Honors Advisor

Course Conversions and Graduate Level Courses

Students may further tailor their progression through Honors to meet their educational goals and fulfill upper-level course requirements by converting a current undergraduate course or taking a course for graduate credit.

Honors Course Conversions allow a student to take a non-Honors course for Honors course credit by enhancing the experience with components that provide additional rigor and greater depth of study. Conversions are completed with oversight from the teaching faculty and require a proposal outlining these additional components and articulating how that additional work makes the course Honors-worthy and relevant to the student's interests and/or course of study.

*To propose a course conversion, work with the course professor and your Honors advisor to complete a Course Conversion Proposal form, found on the College [website](#). **Proposals must be approved by the Director of Academic Affairs by the 2nd week of the semester.***

Honors students can take 400G and 500-level courses and fulfill Honors upper-level course requirements, if the student completes the graduate requirements of the course. Honors students can also take 600+ level courses to fulfill the Honors upper-level course requirements. Students may need special permission from the department associated with the course to take 600+ courses. Requests to take graduate courses to count towards honors should be submitted by email to your Honors advisor by the end of the 3rd week of the semester.

Honors Experience

Honors experiences provide unique ways for Honors students to expand their horizons by conducting academic research, learning from professionals in their field, working with community service agencies, or by immersing themselves in other cultures around the world. All education abroad trips, internships taken for credit, undergraduate research experiences, along with a selection of required or optional coursework in selected majors will satisfy this requirement. Students should work with their Honors advisor to find opportunities that align with their interests and goals. Six credit hours of Honors Experience credit is required, and many majors have required or optional courses that can count.

“UK students should absolutely get a U.S. Passport! The best times of my life were the summers I spent in Nicaragua through education abroad. It happened by chance...and only because I already had the required documentation. And I love that UK makes it very easy – you can get your passport photo and submit an application on-campus.”
– Dr. Martin. For more

Directed Honors Elective

Students should not only develop depth in their major field of study, but also breadth of Honors course selections. Honors students must choose at least three credit hours in HON 301 or departmental honors sections *outside* of their major courses. UK core courses cannot be used to fulfill this requirement. Students will work closely with their Honors advisor to determine the best directed elective to fulfill their own educational goals.

Senior Honors Thesis

All Lewis Honors College students are required to complete a Senior Honors Thesis. This work serves as a culminating academic and intellectual project for students as they complete their baccalaureate degree programs. Students are encouraged to reflect, integrate, and apply the knowledge that they have learned in previous coursework and research. Typically, Lewis Honors College Theses will be based on empirical research or a review of literature. The topic is an original idea developed in collaboration with a faculty advisor in their discipline, and in conjunction with their Honors advisor. An important feature of the LHC Thesis is the opportunity for students to work closely with a faculty member and gain valuable hands-on advanced experience.

Sophomore Year - Start exploring options for your thesis topic. It could be related to your major or minor. This would be an ideal year to identify a faculty member to be your Thesis advisor.

Junior Year - Prepare your Senior Honors Thesis Proposal. Work with your Honors advisor to make sure your proposal has all the necessary details and sections. The Thesis proposal must be

“Getting a head start on your thesis is as simple as talking to a faculty member in the field you are interested. Find out why they love what they do and then see if there is room in their research (lab, project, what have you) for you to participate. You could earn 3 of your 6 credits of required honors experience just by working in their lab or on their research, learning about the field and your own interests at the same time.”

–Dean Brady

approved by the end of the year **before** you plan to graduate, typically at the end of our junior year if you plan to graduate in four years.

Senior Year - Conduct your research and write your Senior Honors Thesis with advice from your Thesis advisor. Work with your Honors advisor so that the formatting is appropriate for publishing in [UKnowledge](#) after completion. You will need to register for a Senior Honors Thesis course, either in HON or in your specific discipline of interest. This is typically done in your last semester, though you can start working on your thesis before this semester.

Honors Courses

For details about our HON courses, please see this link from the [2018-2019 Bulletin](#). For more detailed descriptions of the Honors courses being offered each semester, please see the Course Description Handout on Honors College [website](#).

Honors ePortfolio

All Honors students are strongly encouraged to create and curate an ePortfolio, which is web-based portfolio containing artifacts of their academic work and experience. The ePortfolio process and expectations are reviewed during the Dean's Seminar class session, which each student attends during their first semester. The goal is to have a robust collection of work upon graduation which can be shared as part of graduate/professional school applications as well as during job interviews. The ePortfolio contains a variety of content, including: academic papers, experiential reflection essays, the Honors thesis, and a resume or curriculum vitae.

Graduating with Honors

Students who complete all Lewis Honors College requirements graduate with distinction on their diploma and transcript. Students also receive an Honors Medallion and are invited to participate in the Honors Medallion Ceremony prior to graduation.



Honors Progression Holds

An *Honors Progression Hold* may be activated if:

- An Honors student does not enroll in an Honors course during the fall and spring semesters of the first school year, or
- An Honors student does not enroll in an Honors course for more than one semester in a subsequent year, without a plan on file with their Honors advisor.

This hold will prevent all class registration until a student has contacted the assigned Honors advisor to outline a plan to continue in the Lewis Honors College. Non-Honors advising holds **cannot** be lifted by Honors advisors during priority registration, only major advisors can do so.

Honors Probation

Honors students must maintain a cumulative GPA of at least 3.0. Honors students falling below this threshold will be placed on probation for the following semester. Students that have at

cumulative GPA below 3.0 at the end of their probationary semester will be dismissed from the Lewis Honors College. Students that are dismissed are encouraged to focus on their major requirements without the added responsibilities of the Lewis Honors College to detract from that goal.

Withdrawing from Honors

Students may voluntarily withdraw from the Lewis Honors College at any time by filling out an [online form](#), located under the [Academic Forms](#) page on the Honors College website. On the form, students will be asked to submit 1) student name; 2) student ID number; 3) email address; 4) college and major; and 5) reason for wanting to withdraw.

Students will be contacted by their Honors advisor to confirm the submission of their request. Students should be aware that communication from the LHC may continue for up to two weeks after their request is processed.

Withdrawal will result in the student losing access to all LHC benefits, including enrollment in any HON courses for the upcoming semester. Credit earned in Honors classes prior to withdrawal will remain on a student's transcript and count towards their GPA and degree requirements.

Student Code of Conduct

Membership in Lewis Honors College is an honor and a privilege for students and comes with a host of benefits. To participate fully and utilize all the advantages the College has to offer, students must uphold all LHC expectations and requirements, as well as those of the University at large. All Honors students abide by the [University Academic Policy of Integrity](#), the [University Code of Student Conduct](#) and the Lewis Honors College Pledge of Excellence.

Lewis Honors College Pledge of Excellence

“As a member of the Lewis Honors College I dedicate myself to intellectual inquiry, life-long learning, and critical thinking. I pledge to demonstrate personal and academic integrity both inside and outside the classroom. I pledge to always be willing to engage my peers in earnest and respectful discussion with an open mind.”

An Honors student that is found responsible of an academic integrity violation which rises to the level of being recorded by the Registrar or a student conduct violation that rises to the level of suspension and is recorded on their unofficial transcript will be dismissed from the Lewis Honors College.

All due process and appeals available through the University Appeals Board and the Office of Student Conduct will be upheld.

Mental Health and Wellness

University life can be a demanding and stressful experience. Please know there are numerous resources offered by the counseling center to support student growth and assist students with mental health, academic and/ or other personal concerns that might interfere with academic performance or a sense of personal well-being while at UK.

The University of Kentucky Counseling Center provides same day walk-in crisis appointments for all students Monday thru Friday between 8 am to 4:30 pm. The Counseling Center is in Frazee Hall with its reception desk in room 106. If you would like to speak with a clinician outside of normal business hours or prefer to speak over the phone, the number below can be dialed and option 1 can be selected to speak directly to a mental health clinician.

24-hour Crisis Consultation: (859) 257-8701

The [Counseling Center](#) has other various services, including the relaxation room and Wildcat Wellness Workshops.

Center for Personal Development

The mission of the Center for Personal Development is to provide professional, career, and personal resources for Lewis Honors College students as they engage in a discovery process designed to foster self-awareness, personal wellness, professional confidence, and career readiness.

Services are provided through individual sessions and college-wide events and programs. There are four primary categories of the Center for Personal Development program components which provide a wholistic approach as students realize their potential. They include: Personal Reflection, Professional Polish, Experiential Practice, and Post-Graduate Pursuits.

Each Lewis Honors College student is paired with a personal development counselor to form a collaborative partnership for reaching goals. Students meet with counselors regarding the following:

Stress management	Nonverbal impact	Grad school strategy
Self-concept/confidence	Career assessment	Resume/CV
Setting boundaries	Career decision-making	Interviewing skills
Time management	Experiential education	Networking strategy
Public speaking	Job search strategy	And more...

The Fall 2018 cohort is the first to enroll with the Lewis Honors College under the newly launched curriculum. This cohort of students is expected to meet with their personal development counselor at least once during the 2018-19 school year. Upperclassmen are encouraged to connect with their designated counselor as well. Students are notified of their counselor assignment by email. The front desk receptionist at Lewis Honors College can provide students with their assignment details as well.



Our [Playbook for Success](#) is a resource designed to help students navigate their academic career while integrating the program components to achieve their goals. The “plays” outlined are suggested strategies and tools to make use of throughout the college experience. With the support of their designated personal development counselor, students will clarify goals, identify barriers, and develop a game plan for success.

Personal Development Appointments

The Center for Personal Development is located within the Lewis Honors College and is open on weekdays between the hours of 8 a.m. to 5 p.m.

Walk-in hours are available on Tuesday, Wednesday and Thursday each week from 2 - 4 p.m. in the Lewis Honors College. Choose walk-in services for quick questions or to get connected to resources. These sessions typically last about 10 minutes.

Scheduled appointments with counselors are arranged on Handshake.

- Login into Handshake at <https://uky.joinhandshake.com>
- Select “Career Center” from the top menu bar
- Select “Appointments” from the drop-down menu
- Click on “Schedule a New Appointment”
- Choose “HONORS STUDENTS – Lewis Honors College”
- Choose the “Appointment Type” you want to schedule
- Choose a timeslot with your designated personal development counselor (If you don't know who your counselor is, just call 257-3111 to find out)
- Click “Request” at the bottom of the page

Scholarships, Grants, Awards

Applications and nomination forms can be found on the Honors College [website](#).

Student Skills Development Award and Kate Johnson Scholarship

Available for any semester, Deadline: October 1st or March 1st

These scholarships help to enable Lewis Honors College students to participate in activities to develop skills or to participate in some type of field-based academic effort. It is intended to offset the costs of research opportunities, education abroad experiences, conference travel, or summer programs. Awards of various amounts will be awarded.

Scholarship funds will be awarded based on the strength of application, level of assistance currently being distributed to the student, and need relative to the cost of the study abroad program. Please keep in mind while creating your application that we wish to provide opportunity for all Honors students to engage in learning outside of the classroom.

Diachun Award

Awarded fall after graduation, Deadline: March 1st

Awarded to a graduating senior who has “demonstrated outstanding research talent in the



form of his/her Independent Project and who holds high promise for further professional development in graduate school." This \$1000 award is to be used for expenses in graduate or professional school.

Raymond Betts Crystal Award

Awarded to seniors in their graduation semester, Deadline: March 1st

Given to an Honors student for outstanding service to the Lewis Honors College and the University of Kentucky community at large. Must be nominated by students, faculty, or staff.