

# Lewis Honors College Student Handbook Fall 2020

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

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*“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 Crofcheck, Associate Dean for Academic Affairs*

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## 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.

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# Academic Expectations

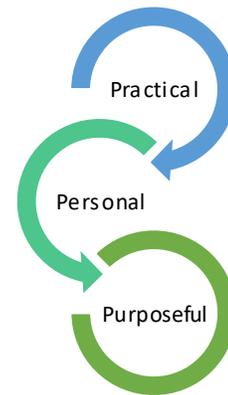
## Academic Advising

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

Practical: LHC advisors work 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 act as guides to personal success by working closely with students from orientation through completion of the Honors thesis and graduation.

Purposeful: LHC advising is a two-way partnership. Advisors serve as active collaborators in a student's reflective process. LHC advisors appropriately challenge and support students as they discover their unique path to success. LHC advisors employ a range of techniques to help students think through complex situations and arrive at their own interpretations and solutions. By working with LHC advisors, students will come to appreciate their individual 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.

Lewis Honors College advisors serve as an additional source of academic counseling that is supplementary to the students' major advisors. 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 – Two appointments during the first full academic year

Sophomores – One appointment in the spring semester

Juniors – One appointment in the semester prior to Honors thesis proposal submission

Seniors – One appointment in the semester prior to 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, and a variety of research, internship and experiential options, culminating in a final thesis created under the guidance of a faculty advisor. Those entering the Lewis Honors College as a first-year student at UK 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 first 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)
- Honors Elective (3 credits)
- Honors Experience Courses (6 credits)
- Honors Thesis (3 credits)

Most of your honors requirements will also count towards your major requirements. You can work with your Honors advisor to make strategic choices about course selections.

## Honors Foundation Seminar – HON 101 Knowledge and Society

As a foundational course to the Honors curriculum, Knowledge 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 years (100 and 200 level). All HON courses and most of the departmental Honors sections have a maximum enrollment of 25 students and rely heavily on 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 PLS 103. Many 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 have a maximum enrollment of 25 students and rely heavily on discussion. Courses are offered as HON 301 and as departmental Honors sections, such as BIO 315 Honors Biology, MA 322 Honors Matrix Algebra, and SW 325 Honors Social Justice Foundations.

“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

## Course Agreements 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 into a class that fulfills the Honors requirements by obtaining approval of a course agreement, or by taking a graduate-level course and completing the graduate student requirements.

Honors Course Agreements 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. Course Agreements 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. The workload for a typical Course Agreement should amount to approximately 15-20 additional hours.

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

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Honors students can take 400G and 500-level courses and to 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 3<sup>rd</sup> 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.

## Honors Elective

Honors students can fulfill the Honors Elective requirement by taking any Honors course. This includes all Lower-Level and Upper-Level HON courses, as well as departmental Honors sections. Students will work closely with their Honors advisor to ensure the elective course supports students in their exploration of purpose, intellectual development, and leadership.

## Honors Thesis

The Honors thesis provides a culmination to an Honors student's academic career. The Honors thesis should be an outgrowth of the student's academic work, rooted in their chosen discipline, in most cases in the student's major or minor. In cases where a student has multiple majors, minors, or interdisciplinary interests that are not captured in a major or minor, the student should work with their Honors academic advisor to identify a topic that is supported by their academic work. The Honors thesis offers an opportunity - along with the responsibility - for a student to work with a faculty member on a research or creative project that integrates and expands on previous work. The Honors thesis will incorporate relevant, current research/previous work and demonstrate experience with design, execution, analysis, and presentation. An Honors thesis proposal must be submitted and approved by the faculty member advising the project and the Lewis Honors College (proposals and finished work submitted to your Honors academic advisor).

"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

After successful completion of the Honors thesis a student will be able to:

1. Clearly identify a project goal and/or problem and articulate a subsequent research question/hypothesis or creative objective.
2. Discover and evaluate existing research/previous work relevant to a project of interest.
3. Formulate a plan to achieve desired research or creative goals, while identifying opportunities to make improvements throughout the process.
4. Recognize the importance of meeting established goals and/or deadlines.
5. Demonstrate a command of relevant scholarship/creativity and offer a rationale for the work's contributions to a discipline in an appropriate manner in the form of a written and an oral component.

For additional details, resources, and forms, see the Honors College [website](#).

## Honors Pathways

The Lewis Honors College has been fortunate to form partnerships with the Gatton College of Business and Economics and the College of Engineering to provide customized academic pathways through the Honors College. Honors Pathway Programs allow students in certain majors to have a more specialized trajectory through the Honors curricula. There are currently three pathway options: Global Scholars and Social Entrepreneurship Scholars for Gatton, and Scholars in Engineering and Management (SEAM). If you are interested in learning more about the Honors Pathways Programs, please visit our [website](#).

## Honors Courses

For details about our HON courses, please see this link from the [2019-2020 Bulletin](#) For more detailed descriptions of the Honors courses being offered each semester, please see the Course Description Handout on Honors College [website](#).

## Priority Registration

All Honors students qualify for priority registration and will have access to the course booking window earlier than the majority of the University of Kentucky campus (with the exception of graduate students). This benefit enables students to be intentional about their course selections in support of the mission of the Lewis Honors College.

## 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; only major advisors can do so.

## Honors Probation

Honors students must maintain a cumulative GPA of at least 3.40\*. Honors students falling below this threshold will be placed on probation for the following semester. Students who have a cumulative GPA below 3.40\* at the end of their probationary semester will be dismissed from the Lewis Honors College. Students who are dismissed are encouraged to focus on their major requirements without the added responsibilities of the Lewis Honors College to detract from that goal.

\*Starting with the Fall 2019 cohort.

## Withdrawing from Honors

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

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.

Students must submit their withdrawal form by the last day of the add/drop period in order to receive a refund on their Honors fee for the current semester.

# 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.

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### *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.”

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An Honors student will be dismissed from the Lewis Honors College if found responsible of an academic integrity violation that:

- Rises to the level of being recorded by the Registrar or,
- Is a student conduct violation that leads to suspension and is recorded on their unofficial transcript

All due process and appeals available through the University Appeals Board and the Office of Student Conduct will be upheld. Students dismissed from the Lewis Honors College will not receive a refund on their Honors fee.

## Diversity and Inclusion (D&I)

Every college at the University of Kentucky has identified a Diversity and Inclusion (D&I) Officer and Alternate to enhance the work of diversity, equity and inclusion in their academic unit. D&I Officers and Alternates are charged with establishing strategic objectives, providing programmatic support, and assessing efforts to improve the academic and cultural climate for minoritized or underrepresented student, staff, and faculty populations. The D&I Officer and Alternate are available to those in the Honors community who need support in responding to incidents of bias and discrimination or who want suggestions on resources to augment their cultural agility. For the most up to date details about the diversity and inclusion efforts in the Lewis Honors College, please see our Diversity and Inclusion [web site](#).

## 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 partner with students as they explore their purpose to cultivate self-awareness, well-being, 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 holistic 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:

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...

All first-year students are strongly encouraged to meet with their personal development counselor at least once during the first full academic year in the Honors College. Upper-class students are encouraged to connect with their designated counselor as well. Students are notified of their counselor assignment by email. The front desk receptionist in the front lobby of Lewis Hall can provide students with their assignment details as well.

The CPD [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.

**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

## College Life

College Life cultivates a sense of belonging through engagement. Indeed, College Life's success depends upon these collaborations, which include a variety of programs, relevant special events, and educational opportunities. With a primary focus on student engagement, the Director of College Life and Peer Mentors create and facilitate integrated, seamless gateways for Lewis Honors College students to connect beyond the academic sphere.

### Student Activities and Peer Mentor Initiatives

College Life activities are organized around five themes: 1) Community, 2) Leadership, 3) Curriculum, 4) Wellness, and 5) Co-curricular Experiences.

Each academic year is marked with a continued and distinctive re-shaping of the student experience in the Lewis Honors College. We want our students to create meaningful relationships as they build community. New and innovative options for student involvement include workshops, academic- and career-oriented lectures, presentations and debates on timely social issues, student-led open mic nights, cooking demonstrations, podcasts, and more. Students are presented with structured opportunities to participate in volunteer activities within the college, across campus, and in the greater community.

### Peer Mentors and Leadership

Peer mentors are key and influential leaders toward the success of the College Life Program. They play a critical role in engaging students in activities of the Lewis Honors College as well as activities of the UK as a campus. Peer mentors play a vital role in another part of the strategy of community building. Part of being a resource as peer mentor is to encourage group members to maintain connections with other important resources provided by the campus community.

Peer mentors work diligently to implement relevant programing, establish individual relationships, and foster a true sense of community within the four residence halls of the Honors Quad and beyond the Honors Quad.

Details about all that College Life has to offer and the Peer Mentor program are provided on the College Life [website](#). The most up to date information about the student organizations and clubs in the Lewis Honors College can also be found on the [website](#).

## Grants and Awards for Current Students

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

Student grant funds will be awarded based on the strength of the application, level of financial 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 an opportunity for all Honors students to engage in learning outside of the classroom.

There are four main categories for funding: 1) Education Abroad Grants, 2) Undergraduate, 3) Research Grants, 4) Research Travel Grants, and 5) Summer Program Grants.

## Graduation Awards

The following graduation awards are presented at the Honors Medallion Ceremony. Students expecting to graduate in December are eligible to be nominated for the graduation awards presented in the Spring semester before they graduate.

### Raymond Betts Crystal Award

Awarded to an Honors student for outstanding **service** to the Lewis Honors College and the University of Kentucky community at large. *Students must be nominated by student peers, faculty, or staff.*

### Diachun Award

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 \$1,000 award is to be used for expenses in graduate or professional school. *Students must be nominated by student peers, faculty, or staff.*

### Leadership Award

Awarded to a graduating senior who has excelled in **leadership** positions at the university, college, or major level. *Students must be nominated by student peers, faculty, or staff.*

### Diachun Scholar

The graduating senior, majoring in **science or a related field**, who has the highest academic achievement will be named the Diachun Scholar. Selection is based on GPA and course rigor at the end of December before the graduating year. Other academic accomplishments may be given consideration if needed to make a selection including academic achievements (such as election to Phi Beta Kappa or Sigma Xi), scholarships such as the Rhodes Scholarship or the Woodrow Wilson Fellowship, recommendations from thesis advisors, and breadth of intellectual interest (including courses in the humanities). The recognition includes a monetary award of \$2,500 (May 2020), which can be spent at the recipient's discretion.

### Evans Scholar

The graduating senior, majoring in **humanities or a related field**, who has the highest academic achievement will be named the Evans Scholar. Selection is based on GPA and course rigor at the end of December before the graduating year. Other academic accomplishments may be given consideration if needed to make a selection including academic achievements (i.e., election to Phi Beta Kappa or Sigma Xi), scholarships such as the Rhodes Scholarship or the Woodrow Wilson Fellowship, recommendations from thesis advisors, and breadth of intellectual interest (such as courses in the sciences). The recognition includes a monetary award of \$2,500 (May 2020), which can be spent in any way the recipient pleases.