



JOHN V. ROACH  
HONORS COLLEGE



## Course Enrichment Contract for Honors Elective Credit

**Application deadlines:**  
**September 1, 2017 (for fall 2017) and January 26, 2018 (for spring 2018)**

### PURPOSE AND EXPECTATIONS

An honors course enrichment contract – a binding agreement between an honors student and a TCU faculty member, specifying learning goals and activities connected to yet distinct from the faculty member’s course – provides a unique opportunity to enhance the course experience. In addition, by fulfilling the terms of the contract, the student earns honors elective credit via a non-honors course.

#### Students

Students should pursue a course enrichment contract only if they are confident they will complete its requirements and if there is a strong academic rationale for undertaking the contract in lieu of an honors elective course.

Students are expected to:

- assume primary responsibility for developing the contract proposal, in consultation with their supervising professor;
- understand the requirements for successful completion of the contract;
- submit work to their supervising professor on time;
- assume primary responsibility for arranging regular meetings with their supervising professor outside of class;
- complete contract work during the term in which they are registered for the course; and
- upload learning artifacts to a designated Honors Box folder at the end of the semester.

#### Supervising faculty members

Supervising faculty members are expected to:

- provide guidance as the student develops her/his contract proposal (for example, make sure that it specifies all contract requirements and assessment criteria);
- meet regularly with the student and provide timely feedback on his/her work; and
- provide mid-semester and end-of-semester feedback – to the student and to the Honors College – regarding the student’s fulfillment of the course enrichment contract.

#### Further information

Please direct all questions regarding honors course enrichment contracts to Dr. Rob Garnett, Associate Dean, John V. Roach Honors College ([r.garnett@tcu.edu](mailto:r.garnett@tcu.edu)).

## TIMELINE AND INSTRUCTIONS

### Fall 2017 contracts

#### April 2017

Meet with honors advisor to discuss academic justification for course enrichment contract; advisor grants or denies permission to proceed. If granted permission, student will receive advisor's signature and a link for proposal upload.

#### April/May/June/July 2017

With advisor's permission, student develops course contract proposal (aided by tips and examples on Honors College website) in consultation with the TCU faculty member who agrees to serve as supervising professor

#### No later than September 1, 2017

Student uploads proposal to specified box folder. All proposals should contain the following three items:

- 2-3 page document addressing proposal questions
- course syllabus
- complete contract form, including signatures from the supervising professor and the department chair

#### September 2017

The Honors College Curriculum Committee approves the contract proposal or requests revisions; in the latter case, the student must revise and resubmit the proposal.

#### October 2017

Supervising faculty member submits midterm progress report

#### December 2017

- Student uploads course enrichment artifacts to designated Box folder
- Supervising faculty member submits final assessment of student's contract fulfillment

### Spring 2018 contracts

#### November 2017

Meet with honors advisor to discuss academic justification for course enrichment contract; advisor grants or denies permission to proceed. If granted permission, student will receive advisor's signature and a link for proposal upload.

#### November/December/January 2017-18

With advisor's permission, student develops course contract proposal (aided by tips and examples on Honors College website) in consultation with the TCU faculty member who agrees to serve as supervising professor

#### No later than January 26, 2018

Student uploads proposal to specified box folder. All proposals should contain the following three items:

- 2-3 page document addressing proposal questions
- course syllabus
- complete contract form, including signatures from the supervising professor and the department chair

#### February 2018

The Honors College Curriculum Committee approves the contract proposal or requests revisions; in the latter case, the student must revise and resubmit the proposal.

#### March 2018

Supervising faculty member submits midterm progress report

#### May 2018

- Student uploads course enrichment artifacts to designated Box folder
- Supervising faculty member submits final assessment of student's contract fulfillment

**JOHN V. ROACH HONORS COLLEGE**  
**Course Enrichment Contract for Honors Elective Credit**

*I, the undersigned honors advisor, grant this student permission to proceed with the development of an honors course enrichment contract proposal for the upcoming semester.*

Advisor's Signature:

Date:

Comments:

**Name of Student:**

**TCU ID number:**

**Email address:**

**Classification:**    1<sup>st</sup> year       2<sup>nd</sup> year       3<sup>rd</sup> year       4<sup>th</sup> year

**Expected graduation date:**

**Major(s):**

**Honors advisor:**

**Course title:**

**Course abbreviation and number:**

**Course credit hours:**

**Semester/year in which course enrichment contract will be completed:**

**Supervising faculty member:**

**Supervising faculty member's department chair:**

*I, the undersigned student, understand that I must successfully complete the learning activities specified in this course enrichment contract in order to earn honors credit for this non-honors course. I must also provide evidence of my value-added learning by uploading all required work products to a designated Honors College Box folder at the end of the semester.*

Student's Signature:

Date:

**JOHN V. ROACH HONORS COLLEGE**  
***Course Enrichment Contract for Honors Elective Credit***

Please provide a carefully written document (at least 2-3 pages, single-spaced) in which you address the following questions:

1. What is the academic rationale for undertaking this course enrichment contract rather than taking an Honors elective course?
  
2. Provide a detailed description of the course enrichment work you will undertake and how it will add value to your learning experience in the course. Specifically:
  - What do you propose to do? Be specific about your goals, methods, and timeline.
  - How will this work enrich your learning, beyond the learning you would otherwise achieve in the course itself?
  - What work products will you submit as evidence of your enriched learning?
  
3. With whom do you propose to work and why? How will the supervising professor support you in the proposed learning process?
  
4. Why is this project important to you personally? How does it speak to your research or creative interests?
  
5. Please explain in detail (based on the information shown on the next page):
  - Which honors learning outcome you will achieve through your course enrichment activities; and
  - Which action step will be used to accomplish this learning outcome

***I have read and hereby endorse the terms stated in this contract:***

Supervising Professor:

Date:

Department Chair:

Date:



## ***Honors Learning Outcomes and Action Steps***

**The John V. Roach Honors College student will by oral and written means**

[select (1) or (2), not both]

(1) inquire creatively, think critically, and solve problems.

In particular, the student will

[select **one** of the following]:

- (a) develop a creative process of inquiry and synthesis.
- (b) apply knowledge, skills, and tools necessary to articulate a problem clearly.
- (c) use broad in-depth analysis of evidence to make decisions and communicate beliefs clearly and effectively.
- (d) argue for and develop solutions to specified problems.

(2) synthesize ideas across disciplines or within a discipline.

In particular, the student will

[select **one** of the following]:

- (a) identify and access information from relevant discipline(s).
- (b) explain disciplinary or multidisciplinary ideas in context and evaluate relevance.
- (c) apply disciplinary or multidisciplinary knowledge to new situations.

To achieve the learning outcome specified above, I will take the following **action step**:

[select **one** of the following]

- A. I will be exposed to and study the analytical materials and techniques relevant to the course topic.
- B. I will apply discipline-specific techniques to developing, presenting, and writing my own arguments.
- C. I will use close reading and/or research to identify both abstract and “real-life” problems.
- D. I will articulate, explain, and propose solutions to problems.
- E. I will reflect on issues pertinent to the course topic, differentiate salient elements associated with the issue, and develop a process to further analyze and explore this issue.
- F. I will articulate further implications/responses arising from careful consideration of an issue and respond using any of the various forms of creative expression.