

## Call for Honors Interdisciplinary Honors Seminars

The Burnett Honors College (TBHC) is requesting proposals from the faculty for Honors Interdisciplinary Seminars. Honors Seminars are intended to be innovative, creative, and challenging courses in which students are active participants. These courses offer faculty an opportunity to teach small classes (Honors seminars are always limited to 20 students) and the chance to explore new topics and instructional formats that may not fit within the traditional curriculum. The following policy is in effect for seminar proposals:

Course replacement funds in the amount of \$7,000 will be transferred to departments with regular faculty teaching Honors interdisciplinary seminars. In the case of a team-taught seminar which is encouraged, both departments will receive course replacement funds.

Each faculty member who is selected to teach an Honors Seminar will receive a one-time \$1,000 course preparation fee paid as expense money to his/her respective department (\$500 is transferred upon UCRC approval and \$500 is transferred when the seminar is scheduled). Usually, Honors Seminars are offered three or four times about once every year, subject to the invitation of TBHC and departmental approval.

All proposals must include the following materials sent electronically to [Martin.Dupuis@ucf.edu](mailto:Martin.Dupuis@ucf.edu):

- 1) A completed cover sheet as printed on the back of this memo including the statement of support from each Department Chair.
- 2) A brief course description of 500 words or less.
- 3) A tentative syllabus including a reading list, descriptions of assignments, and mechanisms for grading.
- 4) A brief statement that directly addresses the innovative nature of the course and those elements that make it an Honors course, and the approaches that will be used to integrate distinct areas of knowledge into an interdisciplinary course.
- 5) A brief curriculum vita for each faculty member teaching the course.
- 6) A 100-word course summary that will be distributed to students.

Honors seminars are made available to all University and Honors in the Major students regardless of major and, therefore, should address topics of broad interest and *should not have prerequisites*.

The University Honors Committee as well as the faculty member's academic college will approve all proposals prior to submission to the University Course Review Committee (UCRC) for final review. All recommended seminars must also follow the normal curriculum approval procedures for new course additions as Honors Special Topic Courses (usually XXX3930H). It is the responsibility of the faculty and departments who will be offering these courses to make certain that these approval procedures are completed within the required time frame. Faculty should visit our website to obtain more information and forms for developing and teaching Honors seminars at: <http://honors.ucf.edu/faculty/interdisciplinary-seminars>.

If you have questions, please feel free to contact The Burnett Honors College at (407) 823-2076.

**Seminar Proposals should be submitted electronically to [Martin.Dupuis@ucf.edu](mailto:Martin.Dupuis@ucf.edu) by  
Wednesday, September 27, 2017.**

**Honors Seminar Proposal Cover Sheet**  
*(Electronic Submissions due to TBHC by September 27, 2017)*

**Seminar Title:** \_\_\_\_\_

**Faculty One:**

Name \_\_\_\_\_

Department \_\_\_\_\_ E-mail \_\_\_\_\_

Phone \_\_\_\_\_ Course prefix likely to be used \_\_\_\_\_

Faculty One Signature \_\_\_\_\_

**Faculty Two (if co-taught):**

Name \_\_\_\_\_

Department \_\_\_\_\_ E-mail \_\_\_\_\_

Phone \_\_\_\_\_ Course prefix likely to be used \_\_\_\_\_

Faculty Two Signature \_\_\_\_\_

**Department One Chair:** As Department Chair I support this submission and barring unforeseen events agree to the course being scheduled in the future.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Email \_\_\_\_\_ Department \_\_\_\_\_

Comments:

**Department Two Chair:** As Department Chair I support this submission and barring unforeseen events agree to the course being scheduled in the future.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Email \_\_\_\_\_ Department \_\_\_\_\_

Comments:

**The following items must be included in your proposal and sent electronically as pdf to [Martin.Dupuis@ucf.edu](mailto:Martin.Dupuis@ucf.edu):**

- This cover sheet including the signed statement of support from each Department Chair.
- A brief course description including course objectives of 500 words or less.
- A tentative syllabus including a reading list, descriptions of assignments, and mechanisms for evaluation.
- A brief statement that directly addresses the innovative nature of the course, those elements that make it an Honors course, and the approaches the faculty will use to integrate their distinct areas of knowledge into an interdisciplinary course.
- A brief curriculum vita for each member teaching the course.
- A 100-word course summary that will be distributed to students.

Please note that the University Course Review Committee (UCRC) grants final approval of seminar proposals. The approval process can take from 1-2 semesters and class schedules are built 18 months in advance. The consequence is that approved seminars are first scheduled about 1-2 years after final approval by the UCRC.