

FALL 2020

HONORS CONTRACT



Students must obtain agreement to an Honors Contract from their professor and complete the [Google Form](https://docs.google.com/forms/d/1GF2bxsB4WE4vc9Qa2FuYXIRwXknd8wo52clWRuvJUIk/viewform?edit_requested=true) below:
https://docs.google.com/forms/d/1GF2bxsB4WE4vc9Qa2FuYXIRwXknd8wo52clWRuvJUIk/viewform?edit_requested=true

by **Friday, September 4th**

NO EXCEPTIONS!

Students must fill out a separate Google Form for each Honors Contract they agree to complete.

The Honors Program will confirm all contracts with professors.



WHAT IS AN HONORS CONTRACT?

An Honors Contract is a signed agreement between a professor and a student in a regular (non-honors) section, concerning a mutually designed and enriching experience of the course curriculum. The agreement specifies honors level objectives and tasks to be completed by the student in addition to the objectives of the regular class. Unit credit remains the same as a regular course. **Honors Contracts can be established in UC/CSU transferable courses that are 100-level or higher, 3 units or more, not online, (except for Fall 2020, where almost all classes are remote/online as a result of the COVID-19 health crisis), and are only available during Fall and Spring semesters.**

WHAT ARE THE BENEFITS?

Notwithstanding the intrinsic educational benefit that students will nurture as they challenge themselves, there are additional advantages that Honors Contracts can provide the City College community.

1. The span of honors experiences can be extended to all courses and all departments, depending only on the willingness of the students and faculty to participate.
2. Contracts can generate creative options that include but are not be limited to: intensified research/laboratory projects in courses dedicated to the student's major, consultative research in business, industry or local governmental agencies, and also access to University libraries.
3. Honors Contracts are indistinguishable from honors sections on the student's official transcript and therefore fulfill requirements of the numerous Honors transfer agreements and alliances that we enjoy with leading four-year institutions.

HOW DOES IT ALL WORK?

Students are responsible for moving the process through its three steps.

1. You, the student, must go online to <http://sdcity.edu/academics/academic-programs/honors.aspx> and print a copy from there for your records.
2. You must come to an agreement with your professor to do the contract together and help select or compose at least five "Honors level attributes" as goals of the work. **Each party should have a copy of the contract guidelines.**
3. **Complete the [Google Form](#) by clicking on the words [Google Form](#) or following this link:**
https://docs.google.com/forms/d/1GF2bxsB4WE4vc9Qa2FuYX1RwXknd8wo52clWRuvJUIk/viewform?edit_requested=true

With these steps, students are then administratively transferred into the honors component of the course. Students will see honors credit on their transcripts.

The Honors Program will confirm ALL Honors Contracts with Professors. Once the Honors Contract has been processed, students CANNOT drop out of it and re-add the original non-Honors course. Students must drop the course completely or continue in the Honors section.

ADDITIONAL QUESTIONS?

Contact **Hector Martinez** at: hmartine@sdccd.edu

HONORS LEVEL ATTRIBUTES

The Honors Contract enriches a regular course throughout the span of a semester by establishing a clear distinction in rigor, depth, intensity, interdisciplinary character, and/or innovative teaching/learning modalities. As a general guideline, students may anticipate an investment of 1/4 to 1/3 more effort in earning honors credit, which is noted on their official transcript.

This contract establishes the expectations between the professor and student(s) in this newly arranged academic dynamic as detailed in a new honors syllabus or addendum **(to be completed and turned in by week 5)**. The goal of this contract is to stimulate and enrich the teaching/learning experience for both faculty and students by incorporating a number of the following honors attributes (each presumes a comparison to a regular, non-honors course).

Please Note: Honors Contracts can only be established in courses that are 100-level or higher, 3 units or more, not online (except for Fall 2020, where almost all classes are remote/online as a result of the COVID-19 health crisis), and are 16 weeks in length.

COVID-19 requirement for fully online (WEB) classes. Students and Professors of fully online (WEB) courses are required a synchronous element as part of their Honors Contract. The City College Honors Program recommends at least 4 synchronous meetings via Zoom or another video conference platform. This is an opportunity for students to meet and be mentored by faculty and to create an Honors experience closer to our pre-Covid-19 world.

Professor and Student(s): Circle at least five numbers. Feel free to add others.

- 1) Higher degree of student participation and involvement in the class
- 2) Higher standards of performance than expected of non-contract students
- 3) Advanced supplemental reading
- 4) More opportunities for writing and at a higher standard
- 5) More opportunities for student presentations to class or campus audiences
- 6) Enhancement of skills in critical thinking, analysis and interpretation
- 7) Greater depth and/or range of subject material, to facilitate the synthesis and application of different perspectives
- 8) More opportunities to conduct in-depth research projects, particularly when student-conceived
- 9) Ability to use resources or consultants from beyond the City College campus itself, such as university libraries or interactions with business and/or industry personnel
- 10) Opportunities for publication or public presentation of work
- 11) Integration of concepts and information from a variety of sources and experiences, especially within interdisciplinary contexts
- 12) Community-based experiences, either by joining field trips, conducting interviews, and/or attending cultural events
- 13) Carrying out leadership in the classroom by leading study groups, class discussion, and/or by assisting faculty in preparation and delivery of instructional material
- 14) _____
- 15) _____
- 16) _____

These Honors Attributes are to be used as a guide for the professor to create a new syllabus by the week 5 deadline. The Honors Attributes do not substitute an actual Honors Addendum or Syllabus. The above selections are what the student will be doing to enhance the class experience, but the syllabus should also elaborate how the student will be accomplishing and be evaluated on these Honors goals.

Professor Copy: Important information and Syllabus requirements

Things you **MAY** want to ask when screening your potential Honors Contract student.

- Have the student(s) provide an unofficial copy of their academic record.
- Things to look for: G.P.A., transferable courses and grades, or any excessive incompletes or withdrawals.
- Honors recommends a minimum of 3.25 G.P.A., but it is up to your discretion as the professor to give the student(s) the opportunity to do a contract based on enthusiasm, motivation, or your perception of their ability to complete the contract requirements. The Honors Program believes in allowing students who have not met the G.P.A. requirement to have an opportunity to demonstrate their potential.

Professor: Please submit either by the end of week 5:

- 1. A regular, non-honors syllabus with bold or underlined “honors” insertions in appropriate areas: e.g. objectives, assigned texts/readings, special activities, professor/student consultation schedule, methods of evaluation...OR**
- 2. An “honors addendum” attached to the regular non-honors syllabus summarizing the honors components of the contract.**
- 3. Model honors syllabi are available from your campus honors coordinators:**

Kelly Mayhew: kmayhew@sccd.edu

Sarah Pitcher: spitcher@sdccd.edu

Hector Martinez: hmartine@sdccd.edu



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