

Lee College

HONORS PROGRAM PHILOSOPHY AND POLICY

Section I. Overview.

The Lee College honors program serves academically talented and highly motivated students. Honors at Lee College reflects the college's mission statement by providing quality instruction for its students and preparing them for success in higher education or employment. The program also promotes the college's goals of continued review and revitalization of existing curricula, academic programs, and course offerings while improving recruitment and retention.

Honors at Lee College began in 1974 with the interdisciplinary American Studies course. Historically, the honors program has been a faculty and student inspired program with individual faculty members or students proposing courses. It should continue to be so.

Section II. Coordination of the Honors Program.

The honors coordinator will be selected by the president of the college or at the discretion of the president or one of the instructional deans. The honors coordinator will receive a professional assignment equivalent to six contact hours fall and spring. The coordinator will be evaluated annually by the instructional deans.

The coordinator will:

1. Recruit students and promote honors activities within the college, high schools, and community.
2. Act as liaison between the committee, president, instructional deans, and division chairs.
3. In conjunction with the division chairs, develop a schedule of honors classes.
4. In conjunction with the instructional deans, develop articulation agreements with area high schools and four-year colleges.
5. Chair the honors committee and work with its members to plan and present the annual Presidential Honors Day program.
6. Serve as academic advisor to honors students and monitor their progress by maintaining a database of honors students.
7. Work with the Marketing and Public Affairs, admissions, registration, and counseling offices to develop procedures regarding honors students.
8. Attend division chair meetings for both the academic and technical areas as invited.
9. Maintain a list of scholarships available to honors students and work with transfer institutions regarding available scholarships.
10. Develop an honors brochure in conjunction with the Marketing and Public Affairs office, division chairs, and instructional deans.
11. Meet with faculty who teach honors courses to discuss ways to improve the honors program.

12. Develop and maintain an annual honors budget.
13. Prepare annual report about the Honors Program, which is submitted to the instructional deans.
14. Coordinate the honors lecture series.
15. Serve as one of the faculty advisors to Phi Theta Kappa and the Student Honors Council.

The Honors Committee will be comprised of a counselor, librarian, and faculty representing the academic and technical areas with the instructional deans serving as advisors. Each division will elect a representative, to serve two years, to the Honors Committee. In addition, two student representatives will be selected from the Student Honors Council. The students will serve a one year appointment.

The committee will:

1. Review proposals for honors classes and honors contracts.
2. Promote the honors program to colleagues and students.
3. Assist in planning and presenting the annual Presidential Honors Day program.
4. Make recommendations for the honors budget.
5. Review student honors papers from all disciplines, encourage the best students to give presentations, and schedule student seminars. Students invited to participate in these seminars will receive special recognition at Presidential Honors Day.
6. Encourage students to submit their work for publication.
7. Evaluate the effectiveness of honors classes, the honors coordinator, and the honors program through review of completion rates, student feedback, and cooperative exchange and discussion between honors faculty and the Honors Committee.
8. Annually review admission requirements for honors students, class offerings, and program requirements, and when applicable, amend the Honors Program Philosophy and Policy document.
9. Annually elect a vice-chair.

Section III. Honors Class and Contract Approval and Scheduling.

- A. Proposed honors classes or contracts will be submitted to the Honors Committee after the division has approved the faculty member's proposal. Interdisciplinary honors classes will need approval of the divisions involved before submission is made to the Honors Committee. After the proposal is approved by the committee, it will be submitted to the instructional deans.
- B. Proposals requiring modification will be reviewed again by the committee. Disputes will be arbitrated by the instructional deans.
- C. New courses not previously approved by the Curriculum and Academic Affairs Committee will be forwarded to the Curriculum and Academic Affairs Committee for approval before consideration as an honors class.
- D. Once an honors class or contract is approved, the syllabus or contract requirements will be forwarded to the instructional dean's office.
- E. Scheduling of honors classes is the joint responsibility of the Honors Program Coordinator and the division chairs.

Section IV. Honors Class Types and Considerations.

- A. Honors classes can be offered as individual sections or as a contract pooled with a regular section.
- B. For individual sections, the optimum honors class size will be 15 students.
- C. An honors lecture series is part of the honors program. It includes student speakers and guest presenters.
- D. Honors classes will be offered during the fall and spring terms.
- E. The instructor of the course is ultimately responsible for ensuring the quality of the honors course. The criteria for the retention of students and completion of their honors work is established by the faculty teaching individual courses. Methods to measure the value of the honors class may include research, formal papers, articles suitable for publication, internships, exhibits, oral presentations, contest entries, or other projects.
- F. It is desirable that courses selected for honors designation be transferable to a four-year university.

Section V. Student Consideration.

To be admitted to the honors program, students must meet two of the following criteria:

- 1. Have a minimum ACT score of 26
- 2. SAT score of 1100 and above (must also have a verbal score of ≥ 500)
- 3. Nine or more hours of college level work with a GPA of 3.5 or better
- 4. Top 10% of the high school class rank
- 5. Interview with and approval of the honors instructor teaching the course and recommendation(s) from previous instructor(s).

Students in the honors program will be recognized via the following:

- 1. Students who complete 15 hours of honors with a “B” or better in each honors class and who attain a cumulative grade point average of 3.25 will receive special recognition at graduation and at Presidential Honors Day. They will be awarded a certificate and Honors Program medallion.
- 2. Students who have completed the Honors Program, along with other outstanding students, will be recognized at a special Presidential Honors Day celebration.

Honors students are encouraged to participate in honors programs at the university level.

Lee College Policy on Academic Honesty

January, 2015

ACADEMIC HONESTY

Academic honesty is essential to the maintenance of an environment where teaching and learning take place. It is also the foundation upon which students build personal integrity and establish standards of personal behavior. Lee College expects and encourages all students to contribute to such an environment by observing the principles of academic honesty outlined in the College's Academic Honesty Code.

Student Responsibility: Students at Lee College are expected to maintain honesty and integrity in the academic work they attempt while enrolled at the College. Each student acknowledges by the act of turning in work for a grade, that he or she is in compliance with the code. Students are also responsible for informing the course instructor of any infractions that they may witness.

Faculty Responsibility: Faculty members are responsible for helping students comply with the Academic Honesty Code by directing students' attention to the policy in course outlines and/or by explaining its provisions in class. Instructors should help minimize student temptation to violate the code by enacting adequate security precautions in the preparation, handling, and administering of graded work.

THE ACADEMIC HONESTY CODE

Honesty Code Violations: Any conduct or activity by a student intended to earn or improve a grade or receive any form of credit by fraudulent or dishonest means is considered an Honest Code violation. In addition, engaging in any conduct, including the following examples, which a reasonable person in the same or similar circumstances would recognize as academic dishonesty, is considered a violation. Examples of violations of the Honesty Code include, but are not limited to the following:

1. Acquiring information:
 - a. Acquiring information for any assigned work or examination from any source not authorized by the instructor.
 - b. Working with another person or persons on any assignment or examination when not specifically permitted by the instructor.
 - c. Observing the work of other students during any examination.
 - d. Using, buying, selling, stealing, soliciting, copying, or possessing, in whole or part, the contents of an un-administered examination.
 - e. Purchasing or otherwise acquiring and submitting as one's own work any research paper or other writing assignment prepared by others.
2. Providing information:
 - a. Providing answers for any assigned work or examination when not specifically authorized by the instructor to do so.
 - b. Informing any person or persons of the contents of any examination prior to the time the examination is given.
3. Plagiarism:

- a. Incorporating the work or idea of another person into one's own work, whether paraphrased or quoted without acknowledging the source of that work or idea.
 - b. Attempting to receive credit for work performed by another person, including papers obtained in whole or part from individuals or other sources.
 - c. Copying computer programs or data files belonging to someone else.
4. Conspiracy:
- a. Agreeing with one or more persons to commit any act of academic dishonesty.
5. Fabrication of information:
- a. Falsifying the results obtained from research or a laboratory experiment.
 - b. Presenting results of research or laboratory experiments without the research or laboratory experiments having been performed.
 - c. Substituting for another student to take an examination or to do any academic work for which academic credit will be received.
 - d. Changing answers or grades after an academic work has been returned to the student and claiming instructor error.
 - e. Submitting work for credit or taking an examination and employing a technique specifically prohibited by the instructor in that course, even if such technique would be acceptable in other courses.
6. Abuse of resource materials:
- a. Mutilating, destroying, concealing, stealing, or altering any material provided to assist students in the completion of academic work, including library books, journals, computer files, microfilm and microfiche files, materials placed on reserve by the instructor, or any such materials as the instructor may provide or assign.
 - b. Copying without permission of the owner, or mutilating or destroying any media, printed or electronic (for example, film, video, music, graphics, art, photography, manuscript, internet or World Wide Web sources, CDROM, or electronic databases).

PROCEDURES

Students who witness a violation of the Academic Honesty code should report such violations to the instructor of the course in which the violation occurred.

Faculty members who suspect that a student may have violated a provision of the Academic Honesty Code are obligated to investigate the incident and discuss their findings with the student or students involved. Faculty members who conduct such investigations are encouraged to confer with their Division Chair, instructional deans or Vice President of Learning, and/or Vice President of Student Affairs regarding procedures, valid proof, and due process.

Faculty members who determine that a student violated the Academic Honesty Code must take action, both to prevent future violations and to preserve the academic integrity of their courses and the College community. Cases of academic dishonesty must be reported to the Vice President of Student Affairs, instructional deans, or Vice President of Learning.

The Vice President of Student Affairs maintains a file that contains a record of each Academic Honesty Code violation reported to that office. These records are not attached to nor do they become a part of the student's permanent records or transcript unless repeated violations result in the student's expulsion from the College.

The Vice President of Student Affairs will treat violations of the Academic Honesty Code in the manner described below:

Penalties for violations of the Academic Honesty Code during a student's academic career are as follows:

First Offense: The student will receive a zero on the assignment in question, which may result in subsequent academic or disciplinary penalties based on department/program policies.

Second Offense: Student will receive an "F" for the course.

Additional Penalties: Violations of the Academic Honesty Code that threaten the College's learning environment may merit further penalties up to and including expulsion. Any additional penalties will be determined by the faculty member in conjunction with the Vice President of Student Affairs and/or instructional deans or Vice President of Learning.

Students may appeal instructor's determination that they violated the Academic Honesty Code by following the appeals procedures as outlined in the catalog.

HONORS FIELD TRIP POLICIES

Students are expected to conform to Lee College policies when representing the Honors Program on field trips or at college sponsored events on and off campus. Honors students are also expected to conduct themselves in a way that will reflect in a positive manner on the Honors Program. This includes attending and participating in all scheduled events and functions as required by the instructor or instructors sponsoring the trip. In addition, students must submit all college-required forms to the instructors in charge prior to embarking on a field trip.

Below are the college policies as found in the *Lee College Catalog* regarding the possession and use of alcohol and controlled substances.

ALCOHOL

Lee College policy prohibits the use of intoxicating beverages on all property owned, leased, or controlled by the College. The policy expressly prohibits the use of such beverages in buildings and campus areas open to the public. The policy also applies to vehicles owned, operated, leased, or controlled by the College. Exceptions to this policy are determined by the Board of Regents.

The policy further prohibits individuals who are under the influence of alcohol or other intoxicants from appearing on College premises or at College-sponsored events, functions, or activities. By extension, the policy applies to off-campus meeting rooms, convention facilities, hospitality suites, pavilions, hotel rooms, banquet facilities, etc., which are operated, leased, or controlled by College clubs or organizations.

Lee College does not permit or condone the use of alcoholic beverages and assumes no liability for such.

CONTROLLED SUBSTANCES

Lee College policy states that no student shall possess, use, transmit, or attempt to possess, use, or transmit or be under the influence of any of the following substances on school premises or at a College-sponsored activity, functions, or event:

- . Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulants, depressant, amphetamine, or barbiturate.
- . Any alcoholic beverage.
- . Any glue, aerosol paint, or chemical substance for inhalation.
- . Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drugs.

The transmittal, sale, or attempted sale of what is represented to be any of the above listed substances is also prohibited under this policy. Information regarding drug abuse and treatment options are available from the Lee College Counseling Center.

Counselors are available for students to find help and community resources for alcohol and other drug issues.

HONORS COURSES & CONTRACT LISTINGS

AMERICAN STUDIES is an interdisciplinary, team-taught approach to the study of American history and American literature. The course provides insight into the American Dream, individuals and groups and their relationships to American society, and America's relationship to the world. Students may enroll in the six-hour block of courses during the Fall and Spring semesters. Prerequisite: ENGL1302 or Advanced Placement. Fall courses include ENGL 2327H and HIST 1301H. Spring courses include ENGL 2328H and HIST 1302H.

THE HUMAN CONDITION: INTERDISCIPLINARY ENGLISH COMPOSITION AND HUMANITIES, ENGL 1301H or ENGL 1302H and HUMA 1301H or HUMA 1302H, offers students the opportunity to become accomplished writers and critical thinkers through the reading, analysis, and discussion of major ideas and concepts of philosophy, religion, literature, art history, and politics as revealed in writings of classical and contemporary humanists. Offered both Fall and Spring semesters.

HISTORY AND DEVELOPMENT OF MOTION PICTURES, taken as DRAM 2366H, is a survey of the history and development of motion pictures with emphasis on analysis and understanding of significant movements and schools of filmmaking, critical approaches, sociological impact, and visual aesthetics of motion pictures. Offered both Fall and Spring semesters.

PRINCIPLES OF PUBLIC SPEAKING, SPCH 1315H, This course includes preparation and delivery of various types of speeches with emphasis upon such fundamental principles as self-confidence, poise, directness, posture, stress, voice, and articulation. Speech types considered include announcements, informative, persuasive, after dinner, and radio speeches.

FEDERAL GOVERNMENT, GOVT 2305H, Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights. To earn Honors credit, students must complete all the requirements of the lecture course, supplemental assigned readings, and an additional writing assignment of 12-15 pages.

COURSES TAUGHT WITH OPTIONAL HONORS CONTRACTS

Please consult with the instructor teaching the course as to the requirements of the honors contract.

Academics

English & Humanities Division

Division Chair – Jeffrey Clayton

ENGLISH COMPOSITION I, ENGL 1301. Intensive study and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. This course is reading and writing intensive.

ENGLISH COMPOSITION II, ENGL 1302. Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. This course is reading and writing intensive.

ENGLISH (Sophomore Level Literature), ENGL23--. Introductory surveys of literature, which cover the literature of a particular time and/or place or cover a particular period, genre, or theme of literature.

MEXICAN-AMERICAN LITERATURE, ENGL 2351. A survey of Mexican-American/Chicano/a literature including fiction, non-fiction, poetry, and drama. This course is reading intensive.

INTRODUCTION TO THE HUMANITIES I, HUMA 1301. A multicultural, interdisciplinary introduction to the study of humankind's cultural legacy in at least four of the disciplines of the humanities, which are approached individually, in synthesis with one or more of the others, or thematically; the visual arts, motion pictures, architecture, music, dance, philosophy, and literature as well as the social sciences, history, mathematics, medicine, physical sciences, and communication as they have contributed to that cultural legacy. This course is writing intensive.

INTRODUCTION TO MEXICAN AMERICAN STUDIES, HUMA 1305. Introduction to the field of Mexican-American/Chicano/a Studies from its inception to the present. Interdisciplinary survey designed to introduce students to the salient cultural, economic, educational, historical, political, and social aspects of the Mexican-American /Chicano/a experience. This course is writing intensive.

Mathematics, Engineering & Sciences

Division Chair- Jim Dobberstine

ENVIRONMENTAL SCIENCE, ENVR 1401. A general study of ecological concepts; an introduction to chemical and biological principles that relate to ecology; an introduction to resources including animal, plant, energy, water, soil, and air. A study of pollution problems and solutions. Laboratory exercise include soil testing, air, and water quality measurements, field sampling techniques, and related nature studies. Optional field trips.

UNIVERSITY PHYSICS I, PHYS 2425. Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems, and thermodynamics; and emphasis on problem solving. Basic laboratory experiments supporting theoretical principles involving the principles and applications of classical mechanics, including harmonic motion and physical systems; experimental design, data collection and analysis, and preparation of laboratory reports

UNIVERSITY PHYSICS II, PHYS 2426. Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments supporting theoretical principles involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics; experimental design, data collection and analysis, and preparation of laboratory reports.

GENERAL BIOLOGY I, BIOL 1406. Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, and scientific reasoning are included. Laboratory activities will reinforce the fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Study and examination of the concepts of cytology, reproduction, genetics, and scientific reasoning are included.

GENERAL BIOLOGY II, BIOL1407. The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. Laboratory activities will reinforce study of the diversity and classification of life, including animals, plants, protists, fungi, and prokaryotes.

BIOLOGY FOR NON-SCIENCE MAJORS I, BIOL 1408. This lecture and lab course is a presentation of introductory biological concepts for the non-science major. Topics will include current issues in biology that focus on the chemistry of life, cell structure, function, and reproduction, the principles of genetics, DNA, evolution and natural selection. All topics will address the past and present work of scientists and their contribution to the science field, and the relevance of scientific problem solving to current issues and problems in modern society.

BIOLOGY FOR NON-SCIENCE MAJORS II, BIOL 1409. This lecture and lab course is a presentation of introductory biological concepts for the non-science major. Topics will include current issues in biology that focus on evolution, ecology, plant and animal diversity, and physiology. All topics will address the past and present work of scientists and their contributions to the science field, and the relevance of scientific problem solving to current issues and problems in modern society.

GENERAL BOTANY, BIOL 1411. Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi. Laboratory activities will reinforce fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi.

ACADEMIC COOPERATIVE, BIOL 2389. An instructional program designed to integrate on campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems. Students will work in conjunction with the faculty coordinator and the sponsor in the development of their goals and objectives.

MICROBIOLOGY, BIOL 2421. Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. Laboratory activities will reinforce these principles of microbiology, with special emphasis on bacteria.

GENERAL CHEMISTRY I, CHEM 1411. Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles; introduction of the scientific method, experimental design, data collection, and analysis, and preparation of laboratory reports.

COLLEGE PHYSICS I: MECHANICS AND HEAT, PHYS 1401, Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, physical systems, Newton's Laws of Motion, and gravitation; with emphasis on problem solving. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, physical systems, Newton's Laws of Motion and gravitation; emphasis will be on problem solving.

COLLEGE PHYSICS II: SOUND, ELECTRICITY, MAGNETISM, LIGHT, AND MODERN PHYSICS, PHYS 1402. Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, and optics; with emphasis on problem solving.

Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, and optics; with emphasis on problem solving.

STARS & GALAXIES, PHYS 1403. An introductory course will concentrate on the origin, life, and fate of the stars and universe, the various objects in the universe, the exploration of the universe by astronomers, and the understanding of the principles that lie behind the functioning of the universe. Discussion of atomic spectra, nuclear energy, and astronomical tools (such as optical, radio, and other telescopes and image enhancers) as they provide knowledge about distant objects will be included. Recent discoveries about quasars, black holes, and cosmology will be emphasized.

THE SOLAR SYSTEM, PHYS 1404. An introductory course will concentrate on the origin, life, and fate of the solar system, the various bodies in the solar system (planets, satellites, meteors, comets, and asteroids), and the solar system mechanic. Theories about the structure and origin of the solar system, with emphasis on recent discoveries will be included.

CONCEPTUAL PHYSICS I, PHYS 1405. An elementary course in fundamental concepts of mechanics, heat, gravitation, and sound with emphasis on the scientific approach to solving problems. For elementary education, liberal arts, and other non-science majors and students.

CONCEPTUAL PHYSICS II, PHYS 1407. An elementary course in fundamental concepts of electricity, magnetism, light, and modern physics with emphasis on the scientific approach to solving problems. For elementary education, liberal arts, and other non-science majors and students.

INTRODUCTORY INORGANIC CHEMISTRY, CHEM 1405. An introductory course in inorganic chemistry for liberal arts and other nontechnical majors. This course satisfies requirements for most nursing students and other allied health majors. Covers general principles of chemistry, description of elements and compounds, chemical laws, and application of chemistry to modern living.

INTRODUCTORY ORGANIC CHEMISTRY, CHEM 1419. An introductory course in organic chemistry for liberal arts and other nontechnical majors. This course satisfies requirements for most nursing students and other allied health majors. Covers basic chemical principles, the chemistry of carbon and its compounds, fuels, polymers, foods and nutrition, and physiologically active compounds and application of organic chemistry to modern living.

PHYSICAL GEOLOGY, GEOL 1403. A survey of physical processes on Earth. Students investigate plate tectonics, minerals, rocks, geologic time, mountain building, natural hazards, and Earth surface processes through reading, discussion and lab activities.

HISTORICAL GEOLOGY, GEOL 1404. Historical Geology surveys the history of Earth and its life forms and landforms. Introduction to fossils and geologic concepts through lab activities, discussions and reading. Optional field trips.

ENVIRONMENTAL GEOLOGY, GEOL 1405. Environmental geology is an introductory survey to Earth surface processes, natural hazards, and human impacts on the environment. Through lab

activities and discussion, students investigate efforts to reduce damage due to natural disasters, energy and pollution issues, and climate change.

STATICS AND STRENGTH OF MATERIAL, ARCE 2444. Internal effects of forces acting upon elastic bodies and the resulting changes in form and dimensions. Includes stress, shear, bending moments, and simple beam design.

Business Technology Division

Division Chair – Dr. David Jaroszewski

ELECTRICAL DRAFTING, DFTG 2407. A study of area lighting, control systems and power layouts, electrical and safety codes, load factors, and distribution requirements.

INSTRUMENTATION DRAFTING, DFTG 2408. Principles of instrumentation applicable to industrial applications; fundamentals of measurement and control devices; currently used ISA (Instrument Society of America) symbology; basic flow sheet layout; and drafting practices.

FINAL PROJECT, ADVANCED DRAFTING, DFTG 2438. A drafting course in which students participate in a comprehensive project from conception to conclusion.

ADVANCED PIPE DRAFTING, DFTG 2445. A continuation of pipe drafting concepts building on the basic principles acquired in pipe drafting.

Kinesiology & Wellness Division

Division Chair – Graeme Cox

FOUNDATIONS OF KINESIOLOGY, KINE1301. A course which includes the history, principles, terminology, aims and objectives of physical education and related areas of health and recreation. An honors contract is available for qualified students.

Social & Behavioral Sciences Division

Division Chair – Cassandra Cookson

FEDERAL GOVERNMENT, GOVT 2305. Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights..

TEXAS GOVERNMENT, GOVT 2306. Origin and development of the Texas constitution, structure and powers of state and local government, federalism and intergovernmental relations, political participation, the election process, public policy, and the political culture of Texas.

HISTORY OF THE UNITED STATES TO 1877, HIST 1301. The political, economic, social, and intellectual history of the United States from the discovery of America to 1877. A research component is required for honors credit.

HISTORY OF THE UNITED STATES SINCE 1877, HIST 1302. The political, economic, social, and intellectual history of the United States from 1877 to the present day. A research component is required for honors credit.

HISTORY OF TEXAS, HIST 2301. Texas history from colonization to the present day with attention given to political, social, economic, and intellectual history. Designed for any students interested in local history, the course is particularly recommended for prospective teachers in the public schools of Texas. (based on House Bill 935, this can be substituted for an American History course.) A research component is required for honors credit.

HISTORY OF WORLD CIVILIZATIONS TO 1500, HIST 2321. A comparative historical study of Europe, Asia, Africa, America, and Australia to 1500. A research component is required for honors credit.

HISTORY OF WORLD CIVILIZATIONS FROM 1500 TO PRESENT, HIST 2322. A comparative historical study of Europe, Asia, Africa, America, and Australia from 1500 to the present. A research component is required for honors credit.

INTRODUCTION TO PHILOSOPHY, PHIL1301. An introduction to the basic issues in philosophy, including: reality, justice, morality, freedom and responsibility, and the good life. We approach these issues through the original writings of selected classical, modern, and contemporary philosophers.

INTRODUCTION TO WORLD RELIGIONS, PHIL 1304. An introduction to selected world religions, including but not limited to: Hinduism, Buddhism, Jainism, Sikhism, Taoism, Confucianism, Shinto, Judaism, and Christianity.

INTRODUCTORY SOCIOLOGY, SOCI 1301. This course will introduce the students to the principles of social organization. Topics include the study of personality, social groups, culture, social class, and caste systems, populations, rural and urban communities, and social changes, as well as social institutions such as the family, recreation, and religion.

MULTI-CULTURAL STUDIES, SOCI 2319. This course focuses on the conflicts, dilemmas, and social problems that arise in multicultural societies. Special emphasis is placed on issues such as racism, sexism, and the “politics of identity.” The course also examines a variety of remedies for the problems noted above. These include the expansion of civil rights, affirmative action, and recognition of minority cultures.

Speech, Languages, and Teacher Education Division

Division Chair – Ray Whitlow

PRINCIPLES OF PUBLIC SPEAKING, SPCH 1315. This course includes preparation and delivery of various types of speeches with emphasis upon such fundamental principles as self-confidence, poise, directness, posture, stress, voice, and articulation. Speech types considered include announcements, informative, persuasive, after dinner, and radio speeches.

LEARNING PATHWAYS, EDUC 1200. This course studies the psychology of learning and success. It will examine factors that underlie learning, success, and personal development in higher education. Topics covered include using strategies to retrieve information from memory, self-regulation, goal setting, educational planning and learning styles. Techniques of study such as organizing class notes, preparing for examinations, sampling software and utilizing learning resources are covered. It is a required course for first year in college students testing into developmental mathematics only and taking 6 or more credit hours.

INTRODUCTION TO THE TEACHING PROFESSION, EDUC 1301. An enriched, integrated pre-service course with content experience that provides the student with an introduction to and analysis of the culture of schooling and classrooms. The course includes a minimum of 16 contact hours of field observation in P-12 classrooms and aligns with the State Board of Educator Certification and Pedagogy and Professional Responsibilities standards.

INTRODUCTION TO SPECIAL POPULATIONS, EDUC 2301. An enriched, integrated pre-service course with content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic, and academic diversity and equity with an emphasis on learning. The course includes a minimum of 16 contact hours of field observation in P-12 classrooms and aligns with the State Board of Educator Certification. Pedagogy and Professional Responsibilities standards.

Visual & Performing Arts Division

Division Chair – Paul Lucke

MUSIC APPRECIATION, MUSI 1306. Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music major degree).

MUSIC THEORY III, MUSI 2311. Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard.

MUSIC THEORY IV, MUSI 2312. Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures.

Introduction to 20th century compositional procedures and survey of the traditional large forms of composition.

APPLIED MUSIC HONORS, MUAP2---. Offers students the opportunity to present a public performance on their instrument or voice. MUAP allows students to contract for one of two options. The first requires a thirty-minute recital while the second requires a lecture-recital, which includes a writing component. Students must complete a satisfactory pre-performance and performance at which two-thirds of the music faculty are present.

ART APPRECIATION, ARTS 1301. A general education course open to all – design principles from the layman’s point-of-view. Critical evaluation of selected works of painting, sculpture, and architecture.

ART HISTORY I, ARTS 1303. A survey of painting, sculpture, and architecture from prehistoric times through the 13th century. Alternatively, the course may be presented topically.

ART HISTORY II, ARTS 1304. A survey of painting, sculpture, and architecture from the 14th century to the present. Alternatively, the course may be presented topically.

STUDIO ART CLASSES, ARTS 1312, 1316, 1317, 2314, 2317, 2323, 2324, 2326, 2327, 2333, 2334, 2346, 2347, 2348, 2349, 2356, 235. Offer students the opportunity to contract for honors in drawing design, painting, sculpture, printmaking, ceramics, imaging, and photography. Interested students should contact the professor instructing the course.

THEATRE PRACTICUM III, DRAM 2120. Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.

MIDI I, MUSC 1331. Exploration of the history and evolution of Musical Instrument Digital Interface (MIDI) language and applications in the studio environment using software-based sequencing programs.

Applied Sciences

Allied Health Division

Division Chair – Howard Bushart

COMPLEX CONCEPTS OF ADULT HEALTH, RNSG 1343. Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. Progression: student must pass RNSG 1343 and RNSG 1262 concurrently to progress to next nursing level.

CLINICAL-NURSING REGISTERED NURSE TRAINING, RNSG 2263. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Progression: student must pass RNSG 2432 and RNSG 2263 concurrently to progress.

INTRODUCTION TO ALCOHOL AND OTHER DRUG ADDICTIONS, DAAC 1319. Provides an overview of causes and consequences of addiction as they relate to the individual, family, community, and society. Overview of alternatives regarding prevention, intervention, and treatment. Includes explanation of competencies and requirements for licensure in Texas. Identifies addiction issues related to diverse populations.

COOPERATIVE EDUCATION: SUBSTANCE ABUSE/ADDICTION COUNSELING, DAAC 2280 and DAAC 2281. Career related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

CURRENT ISSUES, DAAC 2343. Current issues in addiction counseling. Includes special populations, dual diagnosis, ethics, gambling, and infectious diseases associated with addiction counseling.

PRINCIPLES OF ACCOUNTING II-MANAGERIAL, ACCT 2402. This course emphasizes managerial accounting concepts, including a study of cost behavior, budgeting, cost-volume profit analysis, and cost controls. Tax and management decisions, cash flow, responsibility accounting, ethics, and corporate structure analysis are also studied. A research component is required for honors credit. This course has a computerized lab utilizing interactive managerial accounting software.

BUSINESS LAW, BUSI 2301. Principles of law which form the legal framework for business activity. An honors contract is available.

INTRODUCTION TO INTERNATIONAL BUSINESS AND TRADE, IBUS 1305. The techniques for entering the international market place. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political-legal- factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise.

Computer Technology Division
Division Chair – Charles Ganze

PROJECT DEVELOPMENT I, GAME 2332. Skill development in an original modification based on a current game engine. Includes management of version control; development of project

timeliness; integration of sound, models, and animation; production of demos; and creation of original levels, character, and content for a real-time multiplayer game.

PROJECT DEVELOPMENT II, GAME 2334. Continuation of an original modification based on a current game engine with an emphasis on new content and significant change in game play over the base game experience. Includes creation of original levels, characters, and content for a real-time multiplayer game applying skills learning in previous classes.

INTRODUCTION TO COMPUTING, COSC 1301. Overview of computer systems – hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.

PROGRAMMING FUNDAMENTALS I, COSC 1436. Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

PROGRAMMING FUNDAMENTALS II, COSC 1437. Review of control structures and data types with emphasis on structured data types. Applies the object oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering. (This course is included in the Field of Study Curriculum for Computer Science.)

COMPUTER ORGANIZATION, COSC 2425. The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced. (This course is included in the Field of Study Curriculum for Computer Science.)

PROGRAMMING FUNDAMENTALS III, COSC 2436. Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis. (This course is included in the field of Study Curriculum for Computer Science.)

LEE COLLEGE HONORS PROGRAM
HONORS CONTRACT

COURSE TITLE: _____

FACULTY MENTOR: _____

STUDENT: _____

LC ID: _____

In addition to satisfying the objectives/competencies of the course with a “B” or higher average, the student must complete the attached objectives to accomplish a higher level of scholastic work and earn honors credit. **(Please attach brief statement as to the proposed project.)**

SCHEDULE OF CONFERENCES:

Four meetings with mentoring professor at a mutually agreeable time.

EXPECTATIONS:

The student has read and is willing to comply with attached honors requirements.

TIME FRAME:

The mutually agreed upon completion date for this honors contract is:

_____ within the course of this semester

_____ by the end of the following semester

_____ other: _____

Faculty Mentor

Date

Student

Date

Division Chair

Date

Faculty mentor: Please keep a copy of the above contract for your files, provide the student with a copy, and submit a copy to the honors office within four weeks of the beginning of the semester.

HONORS CONTRACTS

Honors Contracts offer students a unique opportunity to earn honors credit in a broad spectrum of courses. The requirements for successful completion of honors credit vary from discipline to discipline. The student should consult with the instructor teaching the course at the beginning of the semester. The contracts should be signed within four weeks of the beginning of the term. Following is a list of sample contract offerings:

- Chemistry
- Government
- History
- Literature
- Music
- Sociology
- Technical Report Writing

Please Note: All completed honors contracts are subject to approval by the Honors Coordinator and a committee of faculty representing the discipline and/or division under which the contract was executed.



HONORS CONTRACT FOR CHEMISTRY 1411, GENERAL CHEMISTRY I

Students electing to enroll in the honors component of Chemistry 1411 must meet the normal requirements for completion of the class, as well as requirements for honors enrollment. Successful completion of the honors component will require the student to work on a research project, write a research paper and have at least a B average in the course. The research and paper must be original and sufficient in quality to be submitted for publication or presentation in a scientific journal or an honors conference. The paper must be written in standard scientific format (see below).

Introduction

This would include a brief history of the topic and any necessary background information

Experimental Section

This would describe in detail the experiment(s) and conditions in which the experiment(s) was performed.

Results and Discussion

This would contain any data, observations and calculations necessary.

Conclusion

This would include any conclusions that can or cannot be inferred from the results.



HONORS CONTRACT FOR GOVERNMENT 2305 AND 2306

Government 2305 and 2306 will offer an optional honors component. Instructors of these courses are to inform students of the honors option and requirements with published handouts and by announcement during the first week of classes. The college catalog is to designate these courses as optional honors courses.

Students must complete the following requirements to receive the honors designation for Government 2305 and 2306.

- a) Students must notify the instructor in writing of their intent to undertake the honors component no later than the fourth week of class.
- b) Students must earn an "A" or "B" average on course requirements in the non-honors segment of Government 2305 or 2306 in which they seek an honors designation.
- c) Students must complete one of the following options:
 - 1) A research paper of at least 2500 words on a political topic germane to the course in which they are enrolled. The instructor of the course must approve the topic. The paper must demonstrate the student's ability to utilize both primary and secondary political/government materials and must include an annotated bibliography.
 - 2) A volunteer intern project in which the student actively participates and/or observes the process of a given government and/or political institution (i.e. an office of an elected government representative, a court of law, or a political campaign). The student must record his/her activities and observations. In addition, the student will be required to complete a paper applying relevant political concepts and principles.
- d) The paper or project must be of "A" or "B" quality as judged by two-thirds of the full time Lee College government faculty.
- e) Students must make an oral presentation defending their findings and conclusions in their paper or project and respond to questions from the government faculty. Two-thirds of the full time government faculty must be in attendance and must find the presentation to be a satisfactory performance. Should the faculty find the presentation unsatisfactory, they may agree to allow the student a second and final presentation which must be satisfactory by two-thirds of the full time government faculty for the student to complete the honors requirement.

- f) Any student undertaking the honors option may revert without penalty or prejudice to the non-honors course requirements at any point in the semester.
- g) Students satisfactorily, completing the honors requirements for Government 2305 or 2306 will have the appropriate designation printed on their transcripts and receive all other recognition and honor accorded to Lee College honor students.



**HONORS CONTRACTS FOR
HISTORY 1301, 1302, 2321, 2322, and 2301.**
History of the United States (HIST 1301 and HIST 1302)
History of World Civilizations (HIST 2321 and HIST 2322)
And Texas History (HIST 2301)

- 1. History 1301 and 1302 will offer an optional honors component. Instructors of these courses are to inform students of the honors option and requirements with published handouts and by announcement during the first week of classes. The college catalog and registration bulletins are to designate these courses as optional honors courses.
- 2. Students must complete the following requirements to receive the honors designation for History 1301, 1302, 2321, 2322, and 2301:
 - a) Students must notify the instructor in writing of their intent to undertake the honors component no later than the fourth week of class.
 - b) Students must earn an "A" or "B" average on course requirements in the non-honors segment of History 1301, 1302, 2321, 2322, or 2301 in which they seek an honors designation.
 - c) Students must complete a paper of 2500 words or two papers of 1500 words on a historical topic(s) germane to the course in which they are enrolled. The instructor(s) of the course must approve the topic(s). The paper(s) must demonstrate the student's ability to utilize both primary and secondary historical materials and must include an annotated bibliography.
 - d) The paper(s) must be of "A" or "B" quality as judged by three-quarters of the full time Lee College history faculty.
 - e) Students must make an oral presentation defending their findings and conclusions in their paper(s) and respond to questions from the history faculty. Three-quarters of the full time faculty must be in attendance and must find the presentation to be a satisfactory performance. Should the faculty find the presentation unsatisfactory, they may agree to allow the student a second and final presentation which must be found to be satisfactory by three-quarters of the full time history faculty for the student to complete the honors requirement.
 - f) Any student undertaking the honors option may revert without penalty or prejudice to the non-honors course requirements at any point in the semester.
 - g) Students satisfactorily completing the honors requirements for History 1301, 1302, 2321, 2322, and/or 2301 will have the appropriate designation printed on their transcripts and receive all other recognition and honor accorded to Lee College honor students.

HONORS CONTRACT FOR SOPHOMORE-LEVEL LITERATURE CLASSES

To qualify for honors credit in a sophomore level literature class, students will need to complete an extra project of ten to fifteen pages. The paper should be different in scope from the papers which are assigned, but it may integrate material from other assignments. The papers might look at a literary work in a larger context, particularly the cultural context of the work. In this way, students will be bringing in the political, social, economic, or whatever context of the work.

ADDENDUM: Each honors project will need to be approved by the appropriate committee, which must be comprised of at least 3 members. There will be three standing committees in the English Division:

1. Those teaching British literature
2. Those teaching American literature
3. Those teaching other sophomore-level literature courses (i.e., world literature, folklore, women's literature, multicultural literature, children's literature).

The composition of each committee may change from semester to semester depending on who is teaching the courses in any given semester. In the event that a committee does not have three members in any given semester, a third member of the committee can be appointed by the Chair of the English/Communications Division.

The responsibility of the committee will be to approve each project on the basis of a proposal submitted by the student interested in completing an honors component and to approve the completed project as being worthy of honors credit.

HONORS CONTRACT IN APPLIED MUSIC

A Lecture/Recital

Students must complete the following requirements to receive the honors designation for this honors component in applied music.

- a. The student must notify his/her applied music instructor, appropriate area coordinator (instrumental, vocal, keyboard) and accompanist (if applicable) in writing of his/her intent to undertake the honors component no later than the fourth week of class and be currently enrolled in 2 credit hours of MUAP.
- b. The student must complete MUSI 1308 or 1309 with a minimum grade of B. The student must earn an 'A' on the course requirements in the non-honors segment of MUAP when he/she seeks an honors designation, as well as exhibit sufficient

experience and skill in prior performances. These prior performances may include auditions, departmental recitals and GCIC events.

- c. The student must perform a recital of 15 minutes or more displaying an acceptable level of technical skill and musical maturity. Additionally, the student must complete a 10 to 12 page research paper related to a composer or topic presented on the recital. Material from the paper will serve as the basis for the lecture at the recital.
- d. The student will submit to his instructor and area coordinator the first submission of the paper and the lecture topic/program for this recital at least 4 weeks prior to the honors recital date. If the paper, topic and program are approved, the student will set dates convenient for the full-time faculty to attend the recital.
- e. The student must present this lecture/recital in a pre-lecture/recital for at least two-thirds of the full-time faculty no fewer than 2 weeks prior to the proposed recital date. The faculty must find the pre-recital satisfactory before the student is allowed to perform the honors recital.
- f. At the honors lecture/recital, two-thirds of the full-time faculty must be present and find the performance satisfactory for the student to complete the honors component.
- g. Any student undertaking the honors option may revert without penalty or prejudice to the non-honors course requirements at any point in the semester.
- h. Students satisfactorily completing the honors component for MUAPH Applied Music Honors will have the appropriate designation printed on their transcripts and receive all other recognition and honor accorded to Lee College honor students.

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**HONORS CONTRACT: INTRODUCTION TO SOCIOLOGY (SOCI 1301)
MULTICULTURAL STUDIES (SOC11319)**

1. Sociology 1301 and 2319 will offer optional honors components. Instructors for these courses will inform students of the honors option and requirements by distributing published handouts and by verbal announcement during the first week of classes.
2. The college catalog and registration bulletins will designate these courses as optional honors courses.
3. Students must complete the following requirements to receive the honors designation for Sociology 1301 and 2319.
 - a. Students must notify the instructor in writing of their intent to pursue the honors component no later than the fourth week of class.

- b. Students must maintain an 'A' or 'B' average on course requirements in the non-honors segment of Sociology 1301 or 2319 in which they seek an honors designation.
- c. Students must complete a paper of 2500 words or two papers of 1500 words on a sociological topic relevant to the course in which they are enrolled. The instructors of the course must approve the topic(s). The paper(s) must demonstrate the student's ability to combine theoretical or conceptual material from the discipline of sociology with data from primary and/or secondary sources. The paper(s) must also include an annotated bibliography.
- d. The paper(s) must be of 'A' or 'B' quality as judged by 100 % of the full time Sociology faculty at Lee College.
- e. Students must make an oral presentation defending their findings and conclusions in their paper(s) and respond to questions from the Sociology faculty. Three quarters of the full time sociology faculty must be in attendance and must judge the presentation as satisfactory. If the faculty find the presentation unsatisfactory, they may agree to allow the student to a second and final presentation, which must be found to be satisfactory by three quarters of the Sociology faculty.
- f. Any student undertaking the honors option may revert, without penalty or discrimination, to the non-honors course requirements at any point during the semester. Once this has been initiated, the student may not revert to the honors contract during that semester.
- g. Students satisfactorily completing the honors requirements for Sociology 1301 and 2319 will have the appropriate designation printed on their transcripts and will receive all due recognition and honor accorded to Lee College honor students.

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HONORS CONTRACT FOR ENGLISH 2311: TECHNICAL WRITING

To qualify for honors credit, students will complete a three-document report sequence for a single project (20 pages minimum total for the three documents). Typical kinds of documents in a cycle might be:

Proposal	Presentation of Design Progress Report	Feasibility Study
Recommendation Report	Instruction Manual	

1. Students wishing to take the honors component must notify the professor in writing of their intent no later than the end of the fourth week of class
2. Students will need to earn a regular course grade of at least a "B". Honors sequence documents must also be of "B" quality or above
3. The honors component documents will be graded as a single unit when the entire package is complete

4. Students may, without penalty, revert to the non-honors course requirements at any time
5. Students satisfactorily completing the honors requirements will have the appropriate designation printed on their transcripts and receive all other recognition and honor accorded to Lee College honor students
6. Each honors project will be evaluated by a committee consisting of at least three members of the English and Communications Division faculty. The responsibility of the committee will be to approve the completed project as being worthy of honors credit.

HONORS CREDIT CERTIFICATION

THIS IS TO CERTIFY THAT:

_____ (student name & LC ID) has
successfully completed the requirements to receive honors credit for:

_____ (course).

GRADE IN COURSE: _____ GRADE ON HONORS PROJECT: _____

_____ instructor teaching course

_____ semester course was completed

We the undersigned instructors in _____ (discipline)
certify that the above named student has successfully completed the honors requirement for
_____ (course). *

Instructor

Date

Instructor

Date

Instructor

Date

*number of instructors required to certify honors credit varies from discipline to discipline.

TO THE REGISTRAR:

Please note "honors" on the course mentioned above for this student.

Georgeann Ward
Honors Program Coordinator

Date

Copies to:

Student
Honors Coordinator

Instructor(s)
Registrar

How to Write a Winning Abstract: Advice to Honors Students
By Professor Chris Willerton
Honors Program Director, Abilene Christian University

Writing proposals is a valuable skill for honors students. To win a slot on a conference program, to win a research grant, to persuade professors to be on your research committee – these goals and others require that you write a powerful proposal. This information sheet gives advice on **writing the abstract for your proposal**.

An abstract is a summary of what you've done or propose to do. Say you're trying for a slot at your regional honors conference. You want to read a research paper, present a poster, lead a panel discussion, perform a sonata you've written, or whatever. The program chair requires a 150-word abstract. Now what?

A winning abstract shows the program chair (a) you're doing honors level work and (b) your presentation will draw an audience. So your abstract has to have both credibility and general interest. Your abstract is, in its way, a sales pitch.

- 1) **Consider your audience.** If you're applying to a disciplinary conference, have your mentor show you program materials from past conferences. Imitate the style, use the jargon, do the disciplinary tap-dance you see there. That's how you get credibility with that audience. But an honors conference has a different audience. Write for non-specialists as well as specialists.
- 2) **Show the importance.** Your fellow chemistry majors will be fascinated to know that "Degussa P25 was the most active form of anatase TiO₂ especially when immobilized on glass beads." Technical information has a place in your abstract. But it's more important to show why your project matters, to say "These experiments are significant for ecology. They show considerable promise for the use of highly concentrated sunlight in the removal of textile dyes and biological stains from wastewater."
- 3) **Be concrete.** Don't let your abstract be too abstract. It's neither interesting nor informative to read, "Our panel will share some ideas for student leadership in an honors program." It's more convicting to read, "Our panel will demonstrate how our honors student senate has raised \$1,000 for scholarships (without doing carwashes), has increased our honors applications by phone recruiting, and has set up a service project with a local grade school." People will come to hear that.
- 4) **Show conviction.** Your abstract doesn't have to read like a car commercial. But the reader wants to know that you care about your topic. Don't let a slack style indicate that "this is one of my better research papers from last semester, and I thought I'd get an item for my resume by reading it to you."
- 5) **Use direct phrasing.** Don't waste space with "The intention of my presentation is to . . ." Be direct: "Voter registration patterns in Detroit seem to vary with . . ." Be very sparing with personal pronouns. It's OK to say "Our panel" or "my internship," but generally stay in third person.
- 6) **Start early.** Respect your audience and respect the organizers (a) by turning in a clean, perfectly spelled, often-revised document and (b) having something solid to present. Procrastination is the common character flaw of smart people. We stall around, then blast out a superior product at the last minute – just because we can. Please learn now that you can get away with it often but not always. If your proposal and abstract are badly written and don't seem to deal with something that matters, they deserve rejection. Make your honors proposal honors-worthy.

Sample Abstracts by Lee College Honors Students

THE CITY ON THE HILL: THE HISTORY AND POLITICS OF THE MONT BELVIEU BUYOUT.

Margaret E. Eubanks (Edward Korzetz), Department of Political Science, Lee College, Baytown, Texas 77522

Mont Belvieu, Texas, was a small town with quaint neighborhoods, businesses, and churches. Situated atop a salt dome referred to as Barber's Hill, families lived, worked and played in relative peace. During a 30-year span between 1955 and 1985, however, life on the Hill was changed. In the early 1900s, the refining and petrochemical industry made its way to the area, and in the mid '50s began storing hydrocarbons such as ethane, methane and butane underneath the very hill that Mont Belvieu residents called home. In the salt caverns beneath Barber's Hill more than 130 million barrels of hydrocarbons were stored. The ultimate consequence was explosions, fires, gas leaks and evacuations, breeding distrust between the residents of Mont Belvieu and the petrochemical industry. This tension climaxed with a residential buyout by the industry. This would eventually turn Barber's Hill into a modern day ghost town. To appreciate the outcome of the series of events leading up to the buyout, the history of the relationship between the town of Mont Belvieu and industry is examined in this paper.

EFFECT OF TEMPERATURE ON THE INVASIVE NEW ZEALAND MUD SNAIL, *Potamopyrgus antipodarum*

Andrew Queen (Brian Hale/Verne Lehmborg) Department of Environmental Science and Chemistry, Lee College, P. O. Box 818, Baytown, TX 77522-0818

The New Zealand Mud Snail *Potamopyrgus antipodarum*, has recently been introduced in several trout streams. This snail spread from New Zealand to Australia and Europe during the 1800s and is now found in the Firehole River in Yellowstone National Park as well as the Snake River in Montana. In the Snake and the Firehole, concentrations of the tiny snail can reach over 100,000 in a square meter, and can displace other more desirable species from the food chain, resulting in fewer mayflies, caddisflies and stoneflies. The research is preliminary, but the indication from some biologists is that the snails can pass through the digestive system of a trout, not only undigested, but alive.

Anglers via waders may transport snails from watershed to watershed. One environmentally safe method examined to control the spread of this invasive species was the subjection to heated water over certain periods of time. Test groups were exposed to nine different temperature variations, ranging from 37.7 degrees Celsius to 70.1 degrees Celsius, with the effects of each temperature setting measured over time periods of three, six and nine minutes. The minimum temperature and time combination which resulted in a 100% kill rate was 43.1 degrees Celsius for a duration of three minutes. 100% kill rates were achieved in smaller time increments, one and two minutes, though increased temperatures were necessary for this quicker response.

Honors Scholarships Available

Scholarship applications must be completed online through the Lee College Foundation (www.lee.edu/foundation).

American Studies Scholarships

These scholarships are designated to those who are enrolled or plan to enroll in the American Studies honors course during the spring or fall semester.

A. Jean Shepherd
Dorothy Sayle Floyd #1
Dorothy Sayle Floyd #2
Dorothy Sayle Floyd #3
Lindon M. Williams
Muriel Tyssen

General Honors Scholarships

These scholarships are designated to those who plan to take an honors course or complete an honors contract and assist the Honors Coordinator in recruitment.

Donald L. Brunson
George & Lorene Bennett #1
George & Lorene Bennett #2
Holly McLemore
Jane M. & John B. Tucker
John Tucker & Barney Gray
Rockwell #1
Rockwell #2
Rockwell #3
Rockwell #4
Rockwell #5
Rockwell #6

Rockwell #7
Rockwell #8
Rockwell #9
Rockwell #10
Rockwell #11
Rockwell #12
Rockwell #13
Rockwell #14
Rockwell #15
Rockwell #16
Rockwell #17
Rockwell #18

The Lee College Student Honors Council Mission Statement

The purpose of this council shall be to promote academic excellence and honors within the Lee College community and to support students involved in honors as well as to encourage an interest in honors among prospective students.

CONSTITUTION AND BY-LAWS
OF THE
LEE COLLEGE STUDENT HONORS COUNCIL

ARTICLE I- NAME

The name of this organization shall be the *Lee College Student Honors Council*.

ARTICLE II - OBJECTIVE

The purpose of this council shall be to promote academic excellence and honors within the Lee College community and to support students involved in honors as well as to encourage an interest in honors among prospective students.

ARTICLE III - OFFICERS

Section 1: Affairs of the Organization

- A. The affairs of this organization shall be under the control and management of its officers and members through voting.
- B. The Lee College Honors Program Coordinator will participate as a non-voting member and faculty advisor. Other faculty advisors will be appointed by the council.
- C. The Lee College Student Honors Council will conduct its affairs in accordance with Lee College policy and the policies of the Lee College Student Congress.

Section 2: Council Offices

Officer positions are President, Vice-President, Secretary, Treasurer, two (2) Student Congress Representatives, two (2) Student Honors Committee Representatives, and two (2) or three (3) Co-Editors of the Honors Council publication, *The Lee Scholar*.

Section 3: Officer Vacancies

The Officers shall staff mid-term vacancies on the council by calling for nominations at the first meeting after the vacancy occurs, followed by a majority vote of council members, which will take place at the second meeting following the vacancy.

Section 4: Officer Removal

Any officer may be removed at any time by a two-thirds majority vote of the officers and council members, if neglect of office duties or misconduct, in accordance with the by-laws of this council and Lee College, can be shown.

Section 5: Details of Office

- A. Officers shall be elected for a term of one year. Terms will run on a school year basis from the time of election during the Fall Semester through the next election the following Fall Semester.
- B. Students who serve as council officers are responsible for notifying the Honors Council Advisor if they fail to maintain any or all of the criteria as set out in Article IX. *Section 2*, or if they fail to meet the standards for officers as set by the by-laws of their organization.
- C. Lee College policy and the bi-laws of this organization REQUIRE the officer to resign from his/her position if the officer's course load falls below six (6) semester credit hours or if the G.P.A. falls below 3.25.

Section 6: Duties of Officers

The duties of the officers shall be as follows:

- A. All officers must show a willingness to work with other officers and council members, with officers and members of other student organizations, and in the best interest of the organization and Lee College. Officers must be willing to participate in recruitment activities.
- B. The president shall preside at all meetings. The president shall appoint special and temporary committee chairpersons, and shall act in an advisory capacity with all committees and generally work in harmony with all committees and officers to the mutual benefit and advancement of the council's activities and its members.
- C. The vice-president shall perform the duties of the president in case of the president's absence or incapacity to act. The vice-president is responsible for ensuring that the council is functioning in accordance with current by-laws.
- D. The secretary is responsible for attending all meetings. The secretary will take written minutes at each meeting and post the typed minutes in the Honors Office within two days of the meeting. The secretary is responsible for all general record keeping and council

correspondence. The secretary will perform the duties of the vice-president in the event of the vice-president's absence.

- E. The treasurer shall supervise the finances of the council by keeping financial records of the council's budget and spending, collecting funds from members for submission to the Honors Council Advisor, and consulting with committees regarding cost estimates and expenditures. The treasurer shall make reports on the budget and financial status of the council at council meetings. The treasurer will perform the duties of the secretary in the event of the secretary's absence.
- F. The Student Congress Representatives shall attend Student Congress meetings, take notes and vote in the best interests of the Council. Student Congress Representatives will make reports at the Honors Council meetings of Student Congress events and information. Student Congress Representatives shall become involved in Student Congress Committees that the representative feels are of importance to the Council.
- G. The Student Honors Committee Representatives shall attend Honors Committee meetings, take notes, and vote in the best interests of the Honors Program, as well as make reports at Honors Council meetings of Honors Committee information. Student Honors Committee Representatives shall work with faculty Honors Committee members for the betterment of the Honors program.
- H. Co-Editors of the *Lee Scholar*, a publication of the Lee College Honors Council, shall be responsible for its organization, editing and publishing. The Co-Editors shall work with contributors from the Honors Council and the faculty advisor to ensure a timely publication that positively reflects the mission and character of the Honors Council.

ARTICLE IV - MEMBERSHIP

Section 1: Eligibility

Council Membership Eligibility:

- A. Enrollment at Lee College in a minimum of six (6) semester hours.
- B. Current enrollment in an honors course, or a course with an honors component, or successful completion, with a final grade of "A" or "B", of an honors course or course with an honors component.

Probationary Council Membership Eligibility:

Individuals showing interest in taking an honors course or course with an honors contract at Lee College may be involved in the Lee College Student Honors Council in a non-voting capacity. Probationary members may not hold office.

ARTICLE V - FUNDS

Section 1: Membership Donations

- A. Members will share costs of the council-sponsored activities as determined by a majority vote of the council. All monies owned or generated by the council shall be used for the purpose of which the council was organized.
- B. The council shall submit a proposed budget for the coming year to Student Congress by the date given each year by Student Congress.

Section 2: Expenditure of Funds

The funds of the club shall not be expended except by the Advisor, the President or the Treasurer. All expenditures must have the approval of the advisor.

Section 3

The Lee College Financial Services Department will review the council's financial records annually.

ARTICLE VI - PROPERTY

Section 1: Property

Any property permitted for use for the benefit of the council by Lee College shall be under the control and management of the council's officers.

Section 2: Equipment and Facilities

All equipment, facilities, funds and activities of the council shall be used for, and made available to, council members on an equal basis.

ARTICLE VII - MEETINGS AND ACTIVITIES

Section 1: Meeting Dates

Dates, times and locations of all council activities are to be determined by a majority vote of the council.

Section 2: Open Meetings

All meetings, including executive sessions, are open to any member of the council and the college community in general.

Section 3: Meeting Delegation

Meetings shall be deemed as regular or special as defined below.

- A. Regular meetings shall be held on the dates, time and place agreed upon by a majority vote of the council.
- B. Special meetings may be called by the president or upon petition of any three officers.

Section 4: Regular Meetings

The order of business for each regular meeting shall be conducted as follows: (1) Review of the minutes of the previous meeting and their approval, (2) officer reports, (3) unfinished business, (4) reports from committees, (5) new business, (6) open forum, and (7) adjournment.

Section 5: Special Meetings

The order of business in special meetings shall be confined solely to the purpose for which said meeting has been convened. During special meetings the president shall have the right to waive the procedure as set out in Section 6 of this article. In the event the club's Secretary is not present during special meetings, the president, or presiding officer, shall appoint someone to take minutes and make the report at the next regular meeting.

Section 6: Publication of Special Meeting Times

The secretary shall publish the time and location of special meetings in the Honors Office at least 3 days in advance.

ARTICLE VIII - REVISION OF BY-LAWS

Section 1: Revisions

Revision of these by-laws shall be made by submitting proposed changes to and receiving the approval of (1) a majority vote of the council, (2) a by-laws committee, and (3) the Honors Council Advisor.

Section 2: Bi-law Committee

A By-Laws Committee consisting of a minimum of two (2) members in good standing shall make recommended changes. The chairperson of the by-laws committee shall be appointed by the president. The chairperson will be responsible for facilitating the committee's meetings and procuring necessary approval as stated in Article VIII.*Section 1* above.

Section 3: Notice to Amend Bi-laws

The Honors Council Secretary shall post a Notice of Amendment to the By-laws in the Honors Office for one month after approval. A current copy, in full, of the by-laws shall always be maintained in the Honors Office at all times. A copy will be provided to any member in good standing upon request.

ARTICLE IX - ELECTIONS

Section 1: Date

The election will be held prior to October 1st of each year. Only members in good standing are eligible to vote.

Section 2: Officer Eligibility

Eligibility requirements to hold office:

- A. Meet all requirements as described under "Council Membership Eligibility".
- B. Hold a cumulative GPA of 3.25.
- C. Provide the Honors Program Coordinator with a "Letter of Intent" regarding desire to run for an officer's position.

Section 3: Proof of Eligibility

Prior to each election, the Council advisors are responsible for determining the eligibility of students who declare themselves candidates and for verifying the students' eligibility to remain in office at the beginning of each semester.

Section 4: Facilitating Elections

The election shall be overseen by the Council advisors who will communicate to the council members the candidacy requirements, deadlines for submission of "Letters of Intent", election dates and election results.

Section 5: Ballots and Results

Ballots will be made available and kept secured in the Honors Office. At the close of the election, ballots will be counted by the Council advisors. Results of the voting will be posted in the Honors Office immediately upon the final tally. One week after the voting results are posted the ballots will be destroyed.

Index

Abstracts.....	22-27
Alcohol & Controlled Substances Policy.....	7
Coordinator.....	1-2
Criteria.....	3
Field Trips.....	7
Forms.....	21, 29
Honors Classes.....	2-3, 9-20
Honors Committee.....	2
Honors Contract.....	2, 9-27
Honors Program Completion.....	3
Plagiarism.....	4-5
Scholarships.....	32
Student Appeals.....	6
Student Honors Council.....	33-35
Student's Rights.....	4-8

**For more information, please contact
Georgeann Ward, Honors Program Coordinator
Phone: 281-425-6530
gward@lee.edu
Office: JBH 117**

**Jodi Rodriguez, Secretary, VPL/Honors
Phone: 281-425-6573
jrodriguez@lee.edu
Office: JBH 117**

**Lee Counseling Office
281-425-6384**

Or consult with the instructor for the specific course.