DEPARTMENTAL HONORS

ORIENTATION/ONBOARDING
1. What is Honors?
2. What do students gain from doing Honors
3. What is your role as departmental advisor?
4. Guidelines and requirements
5. Check the departmental requirements
6. Important dates and timeline
7. Frequently asked student questions
8. Frequently asked advisor questions
9. Navigating the Honors platform
10. Contact information
11. Exit quiz
The mission of the WSU Honors Program is to provide a welcoming community for intellectually curious, academically adventurous students.

• We nurture excellence in this community, regardless of prior academic preparation.

• We build this community by offering small, creative, rigorous classes; leadership opportunities; and other innovative learning experiences.

• We open this community to the university as a whole by organizing events that catalyze far-reaching conversations about significant issues relevant to contemporary society.

What is Honors?
HONORS PROGRAM OVERVIEW:

- **Departmental Honors**
- **University Honors (Bachelors Level)**
- **General Honors (Associates Level)**

And/or

Students can enroll in all three
HONORS IS A DIVISION OF ACADEMIC AFFAIRS

WITHIN HIGH IMPACT PROGRAMS & FACULTY DEVELOPMENT
WHAT DO STUDENTS GAIN FROM HONORS?

1. They have access to the Honors Center
2. Honors is listed on their transcript and diploma
3. They are eligible for scholarships
4. Honors cultivates intellectual creativity and curiosity
WHAT DOES MY ROLE AS DEPARTMENTAL ADVISOR ENTAIL?

STUDENT FACING ROLE

- Promote and recruit students to Departmental Honors
- Advise students on how to complete requirements
- Remind students of deadlines for exiting program and encourage students to update contracts
- Complete contracts for graduating students prior to deadline

PROGRAM FACING ROLE

- Process student applications to Honors by actively accepting applications
- Review requirements and update templates as necessary
- Notify program of changing advisors
- Update student contracts
- Complete student contracts prior to deadline
- Act as liaison between department and Honors program
DEPARTMENTAL HONORS REQUIREMENTS: GUIDELINES

- Guidelines are determined by the department
- May include GPA, service and/or presentation requirements
- Guidelines can be edited within the portal
# Breakdown of Average GPA by College

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<thead>
<tr>
<th>College</th>
<th>Avg. Cumulative GPA</th>
<th>Avg. Major GPA</th>
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<tbody>
<tr>
<td>A&amp;H</td>
<td>3.3</td>
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<tr>
<td>B&amp;E</td>
<td>3.5</td>
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<td>SCI</td>
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Prior to Fall or Spring break:

- Encourage students graduating at semester’s end to update graduation term and complete requirements by the day prior to Fall break for December grads or the day before Spring break for April grads.

Wednesday after Fall or Spring break:

- Review student contracts and mark as “Completed” if they are ready to graduate with Honors.

After Spring graduation:

- Notify the Honors Program of any students who are planning to graduate in the Summer semester.

Prior to Fall semester:

- Notify students to join Honors. Students planning to graduate in Fall semester, need to join in the Summer or early Fall semester to be eligible.

Ongoing:

Accept or decline pending student contracts in portal applications. Review active contracts and archive students as necessary.
Q: Can I get General Honors with my Associate’s in a specific field?
A: Honors is only available for whatever the terminal degree in the department is, whether that is an associates or a degree

Q: I’m double-majoring. Can I get Departmental Honors in both majors?
A: Yes, as long as you complete requirements for both.

Q: Can I do Departmental Honors before declaring a major?
A: No, first declare your major, then contact the advisor

Q: I’m graduating in Fall semester, but the Undergraduate Research Conference, ERGO, or other presentation opportunities are all in Spring semester. What do I do to fulfill these requirements?
A: The Nye Banquet happens in Fall and Spring and offers presentation opportunities. The advisor and/or Honors Program can make accommodations where necessary.
Q: I graduate this semester, can I get Honors?
A: This is only possible with special permission from the departmental advisor and Honors Program.

Q: Where do I get my Honors cords?
A: Honors cords are different than the regalia received with the Honors Program. The only Honors cords we give are General Honors cords. These are given when you complete 12 credits of Honors courses with your Associate's. The university, through the bookstore/graduation office, hand out Honors cords based on GPA when you pick up your cap and gown.

Q: I'm walking in the Spring, but actually graduating in the summer. Can I get my regalia?
A: Yes, you can get your regalia, but make sure to check with Megan because your name needs to be sent to the graduation office for your diploma and transcript if you did not submit an exit form before March 1.
Q: Am I supposed to check requirements before completing the contract?
A: Yes.

Q: I have a student who has done all of the work, but never enrolled. Can they still graduate in the same semester with Honors?
A: Yes, but it needs to be made clear to the student that, while it will appear on their transcript, it is not guaranteed that they will receive a medal, diploma, banquet meal or name in program.

Q: Who is responsible for setting honors dept requirements
A: The department sets departmental honors requirements, with college requirements as a comparable guideline.
FREQUENTLY ASKED ADVISOR QUESTIONS

Q: Can staff be advisors?
A: Yes, if decided by the department. If the faculty member would like to be listed as the advisor, but have administrative support, contact the Honors Program for access to the platform.

Q: We have a new advisor. What do we do?
A: See platform training

Q: We want to update/add/change requirements. Is there an approval process?
A: See platform training

Q: Where do students log service hours?
A: They can either keep a log and upload service directly to the platform OR they can log it through weber.edu/ccel, request a report, and send it to the advisor directly.
Navigating the Honors Platform

For assistance with Platform tasks go to https://www.weber.edu/Honors/advisor-resources.html

Honors Advisor Portal

1. Go to eWeber and search for "Honors".
2. Select Honors Advisor Portal.
3. Favorite the icon to find it faster.
4. Or bookmark this URL:
   https://portalapps.weber.edu/honors/advisor.aspx
PRIMARY POINTS OF CONTACT FOR DEPT HONORS

FACULTY FACING

Rebekah Cumpsty
Assistant Director
rebekahcumpsty@weber.edu

STUDENT FACING

Megan Moulding
Program Coordinator
Phone: (801) 6267591
meganmoulding@weber.edu
EXIT QUIZ

Please follow this link to complete the quiz:

https://docs.google.com/forms/d/e/1FAIpQLSf-fPFNgwASvJi3aGx7UPcI3vEc2krQ0JcDZfWlZREb6xA/viewform