

Honors Seminar Proposal Form

IOWA STATE UNIVERSITY

OF SCIENCE AND TECHNOLOGY

Default Question Block

Honors Seminar proposals are due by the end of Week 4 of each fall/spring term and must be submitted one semester **BEFORE** the intended semester of offering.

Please note that your Department Chair or Supervisor will receive notification of your submitted seminar proposal and will be required to approve of your offering the course.

NOTE: You will not be able to save your work and return to the form. Please be prepared to submit your responses.

Please contact Laurie Smith Law at lfiegel@iastate.edu or 294-4371 with any questions.

Seminar Instructor's Full Name

Seminar Instructor's ISU Email Address

Will there be any additional instructors for this seminar?

- YES
- NO

If yes, please list additional instructor's full name and email address.

Please enter the title of the proposed seminar.

Do you think this seminar should qualify for International Perspectives or US Diversity Credit?

**Note - a seminar may NOT qualify for both*

International Perspectives	<input type="checkbox"/>
US Diversity	<input type="checkbox"/>

Has this seminar been presented before?

YES

NO

If so, please tell us when and by whom it was offered.

Please enter your College and Department.

College

Department

College & Department

Please enter your departmental or division contact information.

**Note - we must receive approval from your Department Chair or Supervisor prior to scheduling your seminar.*

	Name	Title/Position	Email	Phone
Dept. Chair/Supervisor	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please enter the term and year in which you plan to teach the proposed seminar.

	Term	Year
Seminar Term	<input type="text" value="▼"/>	<input type="text" value="▼"/>

Please select how you would like to offer the seminar.

**Note - no seminars meet during finals week*

- One Credit: One class hour/week: Full semester
- One Credit: Two class hours/week: First 1/2 of semester (8 weeks)
- One Credit: Two class hours/week: Second 1/2 of semester (7 weeks)
- Two Credits: Two class hours/week: Full semester

Please enter your preferred teaching days/times/location for the seminar.

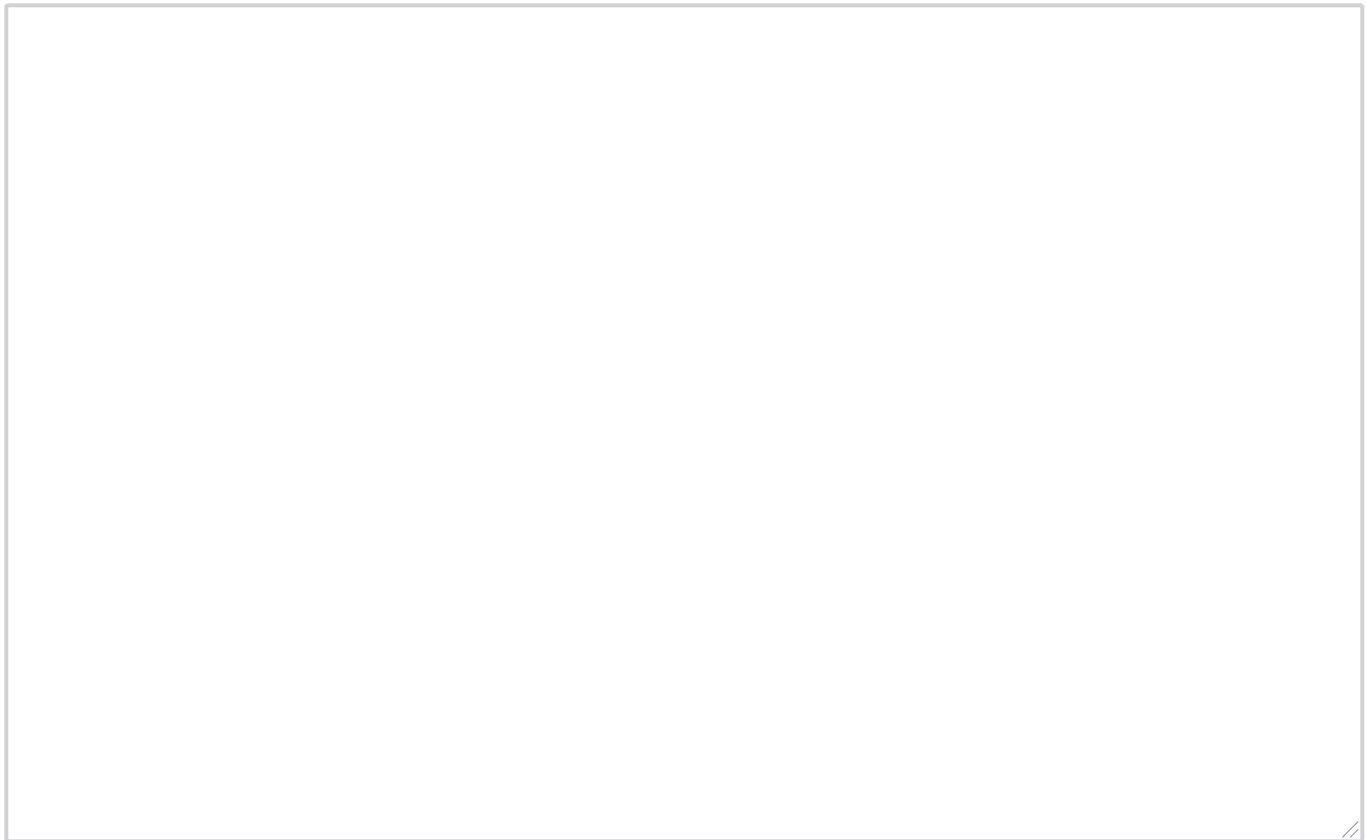
**Note - Most seminars will be held in the Jischke Honors Building, but please do let us know if you have a preferred teaching location. In the fall term, there are very few daytime slots in Jischke for seminars.*

	Day(s)	Time	Preferred Location
Option 1	<input type="text" value="▼"/>	<input type="text"/>	<input type="text"/>
Option 2	<input type="text" value="▼"/>	<input type="text"/>	<input type="text"/>

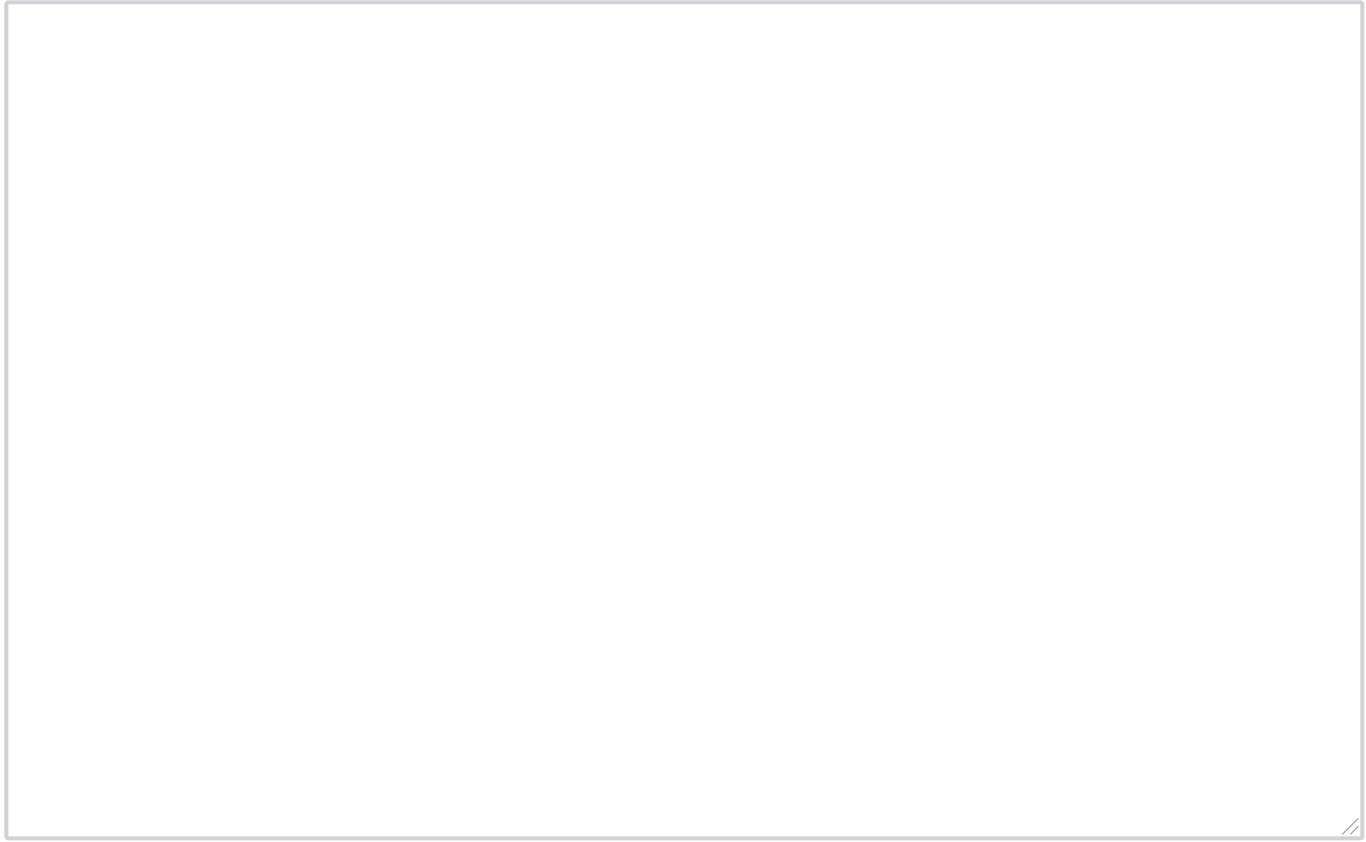
Please describe any additional meetings that may occur outside of normal course hours if applicable.



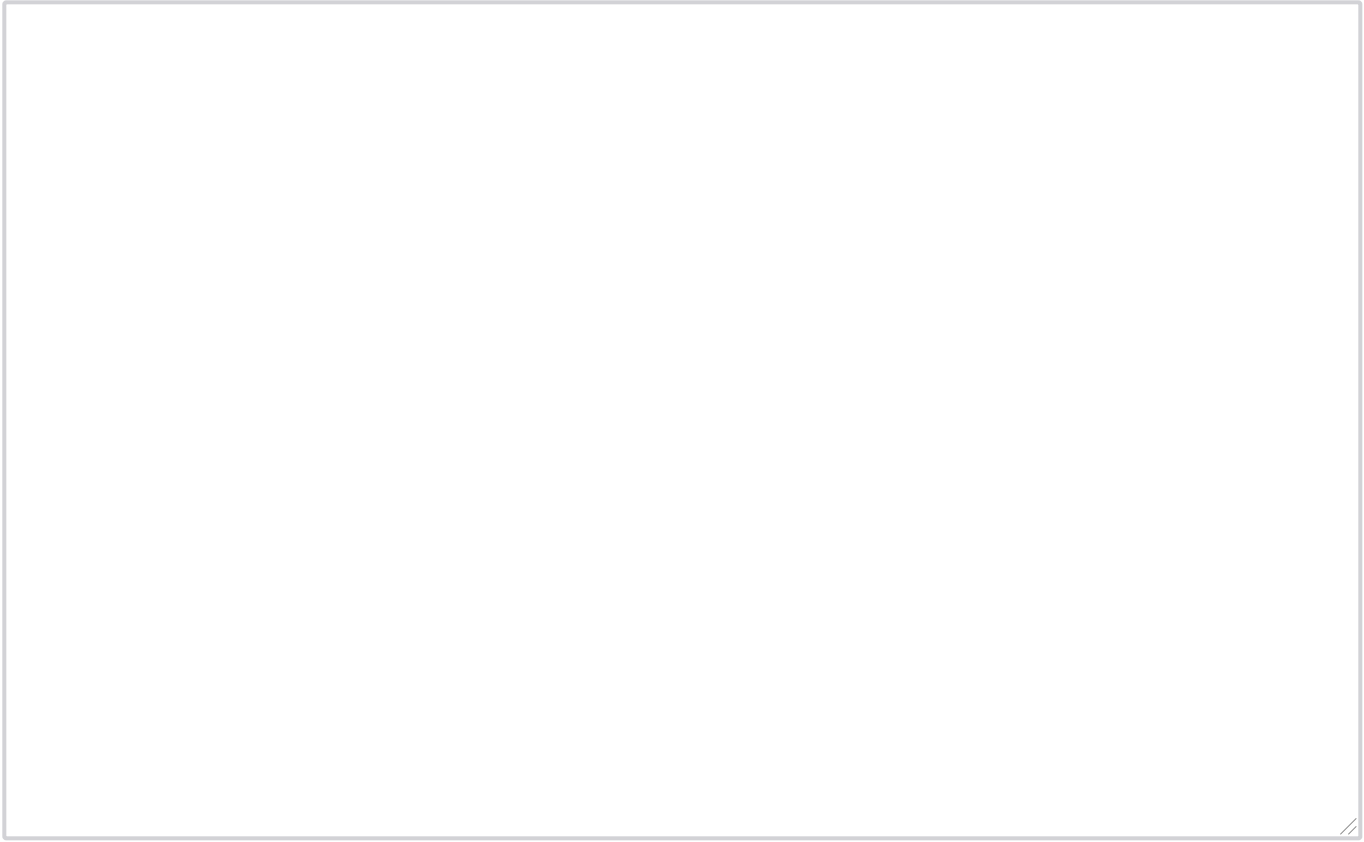
Please write a brief **description** of the seminar that is **attractive to students** and will be **shared on our website**. (For example, please use *you* or *we* rather than *students* to create a welcoming tone.) This description should include a brief overview, explain what students will learn, mention visiting speakers, etc. To view examples, [click here](#).



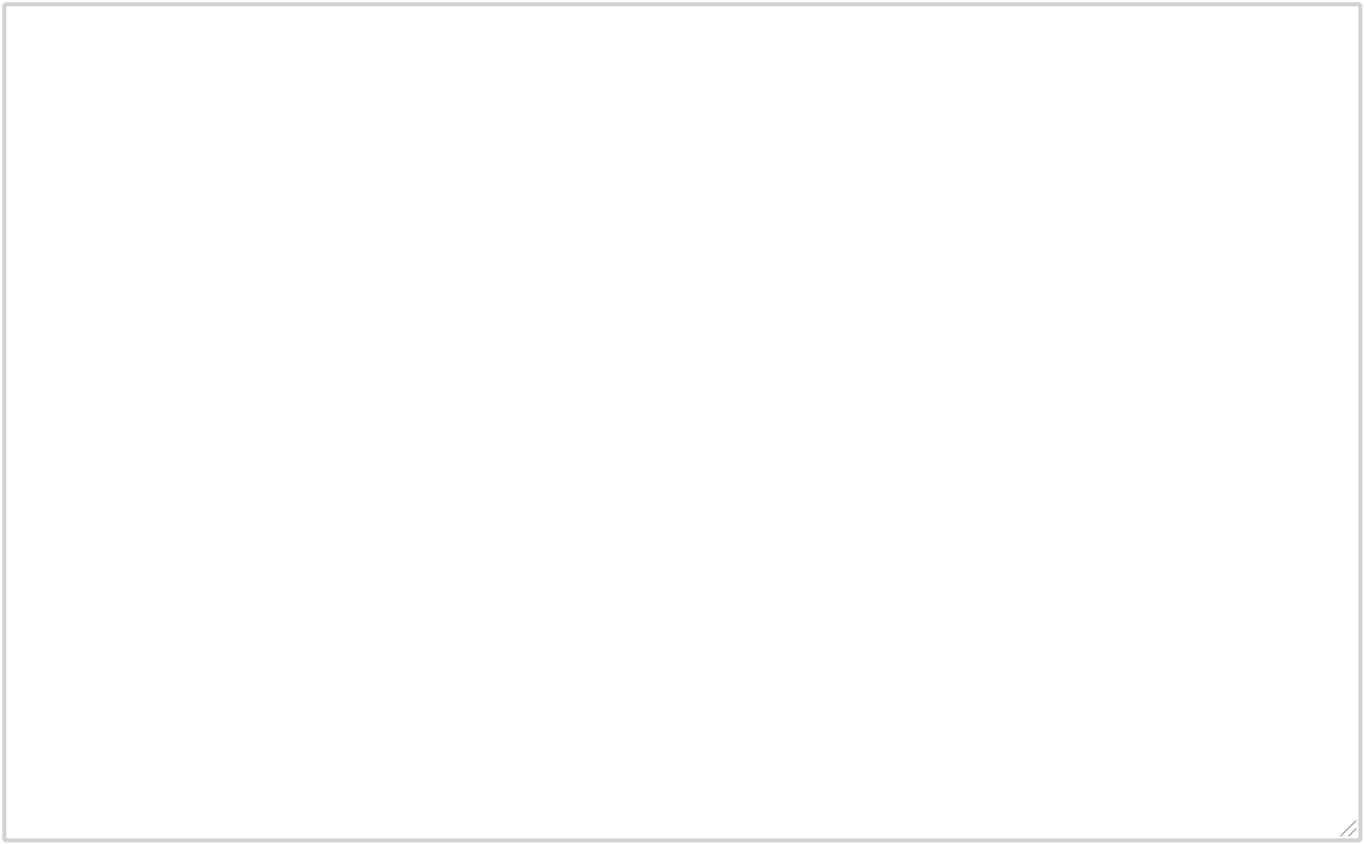
For the **University Honors Committee**, please briefly outline the seminar's **readings, topics, assignments, and expectations**. Seminars are graded Satisfactory/Fail; what must a student do to pass your seminar?



The standard attendance policy for Honors Seminars is that only two absences are allowed unless there is a special circumstance (e.g., a student interviewing for a job or internship). If you prefer a different attendance policy, please briefly explain.



Please include a summary of your background to include with the seminar description on our website.



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