

Faculty Senate Course Form

Effective Date: **Fall 2026**

Submission Date:

Department: Honors College

College of: **Arts & Sciences**

Contact Person: Brian Moots

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **HONOR101**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

A long-time component of the Honors College curriculum has been the "Intro to Honors" course. The course is required for every Honors College student. Currently, there is no distinct course number and title for the class. Instead, it is offered as a "Topics in Honors". Revising this specific course title will help clarify enrollment for advisors and students, especially since there are currently two courses for Honors "Topics". The other is HONOR 201.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes ☒ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Existing	New/Proposed
Title:	Topics in Honors	Intro to Honors
Course Number:	HONOR 101	HONOR 101
Credits:	1-3	1
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):		NA
Course Description:	Includes a variety of topics depending on the particular semester it is offered. During the fall semester it will focus on the development of the Peer Mentor program organized through the Honors College Association. In years when there is an Honors College Study Abroad trip, the course will focus on the presentation of material associated with that given learning experience. Other topics may be created based on the needs of the Honors College.	This class teaches the policies and procedures of the Honors College. Students will learn about Honors College standards and requirements so they are equipped to uphold excellence in Academics, Leadership, Research, and Service.

Authorization Sign-Off

Checklist: Check once verified.

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 11/04/2025

Signature, Chair/Director: Brian Moots

-Approved: College Curriculum Committee

Date: 1/13/26

Signature, Committee Chair: Christopher Childers

-Approved: Dean of College

Date: 1/13/26

Signature, Dean: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: _____

Signature, Committee Chair: _____

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Pittsburg State University

Honor 101 Intro to Honors

Course Number: Honor 101

Time Schedule: Tuesdays 6:00-6:50pm

Credit Hours: 1

Room: Axe Library 029

Instructor: Dr. Brian Moots

Office Phone: 620-235-4902

Office: Grubbs 404

Office Hours: By Appointment (Just to make sure I'm there)

Email: bmoots@pittstate.edu

NOTE: This is a required course for every student in the PSU Honors College.

I. COURSE DESCRIPTION

This class teaches the policies and procedures of the Honors College. Students will learn about Honors College standards and requirements so you are equipped to uphold excellence in Academics, Leadership, Research, and Service.

II. COURSE OBJECTIVES

Upon completion of the course, the student will:

1. Understand the requirements, policies, and procedures of the Honors College
2. Understand the Honors College Association and its functions
3. Produce research according to the standards of honors research projects
4. Begin to conduct leadership on campus and in the community
5. Serve the campus and community in a variety of roles

III. ATTENDANCE AND PARTICIPATION

Your success in this course depends in large measure on the interest, willingness, and enthusiasm that you and your classmates bring to the experience. You are expected to be an **active** participant in group activities and class discussions. Because so much of the learning experience in this class is interactive and participatory, attendance is mandatory. If something MAJOR happens and you cannot come to class, please contact me BEFORE class begins. Not only will this inform me of your absence, but also I may be able to help. **Please see the Grading Policy for information on how attendance will impact your grade in the course.**

IV. ASSESSMENTS

This is a course in which your attendance and class participation will make a difference in what you gain from the class. Your instructor and teaching assistants will often introduce topics for discussion, but it is your participation that will make the class more enjoyable and beneficial. You must have (or develop) the confidence and willingness to share your thoughts and opinions with others in the class. **ALL** assignments **MUST** be completed in order to complete the class. Any assignments not completed will result in a 0 for a grade until completed.

Attendance and Participation-450 points

Each student is required to attend and participate in every class meeting. We have 15 class meetings, including the HCA meetings and events. You earn 30 points each class meeting.

Director Interview -150 points

Each student will schedule a personal interview time with the Director to discuss educational goals and areas of interest. The interview should take place within the first month of class.

Planning and Goals-200 points

You will submit your plans and goals for this semester and for next semester. These plans include how you will earn your Honors credits and Pillar Points required to remain in good standing in the Honors College.

V. EVALUATION

<u>Grading Scale:</u>	90% - 100%	A
	80% - 89%	B
	70% - 79%	C
	60% - 69%	D
	0% - 59%	F

COURSE SCHEDULE

Posted separately on the Canvas site.