

# INDIANA UNIVERSITY SOUTHEAST

## Office of Academic Affairs

### Interdepartmental Communication

**TO:** Sonya Stephens, Vice Provost for Undergraduate Education  
William McKinney, Vice Chancellor for Academic Affairs  
Steve Sarrotore, Interim Vice Chancellor for Academic Affairs  
Uday Sukhatme, Executive Vice Chancellor & Dean of Faculties

**FROM:** Gilbert W. Atnip *GWA*  
Vice Chancellor for Academic Affairs

**SUBJ:** Activation at IU Southeast

**DATE:** March 20, 2009

The course activation request below is recommended for approval by Indiana University Southeast. A copy of the request form is attached.

**ENG-L 499 Senior Independent Study**

In accordance with the procedures for curriculum development, if there are no remonstrances received in the Office of the Vice Chancellor for Academic Affairs at IUS by **April 20, 2009**, the request will be forwarded to the Office of University Enrollment Services for recording.

refk

cc: Annette Wyandotte  
Samantha Earley

Attachments

Check Appropriate Boxes: Undergraduate credit  Graduate credit  Professional credit

1. School/Division A+L 2. Academic Subject Code ENG  
3. Course Number L499 (must be cleared with University Enrollment Services) 4. Instructor Varies  
5. Course Title Research Senior Independent Study  
Recommended Abbreviation (Optional) \_\_\_\_\_  
(Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Both semesters, as needed

7. Credit Hours: Fixed at \_\_\_\_\_ or Variable from 1 to 2

8. Is this course to be graded S-F (only)? Yes \_\_\_\_\_ No X

9. Is variable title approval being requested? Yes \_\_\_\_\_ No X

10. Course description (not to exceed 50 words) for Bulletin publication: Students will conduct the research + complete the writing necessary to earn Honors in ENGLISH  
See Attached

11. Lecture Contact Hours: Fixed at \_\_\_\_\_ or Variable from 1 to 3

12. Non-Lecture Contact Hours: Fixed at \_\_\_\_\_ or Variable from \_\_\_\_\_ to \_\_\_\_\_

13. Estimated enrollment: varies of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: Perpetual Will this course be required for majors? \_\_\_\_\_

15. Justification for new course: Needed for Honors in ENGLISH

16. Are the necessary reading materials currently available in the appropriate library? \_\_\_\_\_

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: S. Early Date 2/5/09  
Department Chairman/Division Director

Approved by: William W. Atty 2/19/09  
Annette W. Gault Date 2-5-09  
Dean

\_\_\_\_\_  
Date \_\_\_\_\_  
Dean of Graduate School (when required)

\_\_\_\_\_  
Date \_\_\_\_\_  
Chancellor/Vice-President

\_\_\_\_\_  
Date \_\_\_\_\_  
University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

**NB: The structure of this “Honors in English” option, approved by the faculty of the English department at Indiana University Southeast, is precisely the same as the undergraduate program offered at Indiana University, Bloomington.**

### Honors in English

It is never too early for students who might be interested in graduating with Honors in English to think about the areas in which they might wish to concentrate and to identify and cultivate a working relationship with an appropriate faculty advisor.

By February 1 of the Junior year (generally three semesters prior to graduation), the student should have found an advisor who agrees to sponsor the student’s research work. In coordination with this advisor, the student should begin to compile his or her application materials, including an academic transcript, a statement of intent (1-3 pages), a writing sample (5-8 pages), and a summer reading list (1-2 pages). To be considered for Honors in English, a student should have an overall 3.35 grade point average, with a 3.5 average in English courses; **however, grade point averages are weighed less heavily than are writing materials, which students should choose with care.** All materials are due by April 1<sup>st</sup>, after which point they will be reviewed by a faculty panel.

### A Schedule for Attaining Honors in English

Apart from the general coursework undertaken by the English major, the Honors program in English consists of four parts:

- 1) Spring of Junior Year: Application Due (April 1<sup>st</sup>)
- 2) Summer before Senior Year: Focused Preparatory Reading (derived from the summer reading list)
- 3) Fall of Senior Year: Research Semester (L499)
- 4) Spring of Senior Year: Writing Semester (L499)

During the Senior year, each Honors student takes two semesters of L499 (for 1-2 credits each). Student and advisor will work together to design a meeting schedule that is suitable to both. Typically, student and advisor meet every week or two to develop a research program and ultimately complete the project. Throughout this year, the student will also meet regularly with the English Honors program director and the other Honors students to discuss research agendas, methodologies, and progress.

By the middle of the Fall semester, the candidate must complete a brief prospectus of the project. It should consist of a detailed statement of the aims of the project (2-3 pages) and be accompanied by a bibliography of completed and projected reading (1-2 pages). Copies of the prospectus are given to members the English Honors Committee, who must approve the project before the student enrolls in a second semester of L499. A student who has nothing to show for the thesis by October registration must wait for authorization to add L499 at the start of the spring semester. If by then progress remains

unsatisfactory, the student will be dropped from consideration for Honors in English. In that case, credit for the L499 in which the student was enrolled will be given on completion of a certain amount of written work to be determined by the director of the thesis or the director of honors in English.

During the first eight weeks of the spring semester, all English Honors students will meet together on a twice-monthly basis to discuss their work. Each student is required to present his or her research project to the program director and the other Honors students and address questions regarding its content and implications. These presentations serve to guide the student towards the completion of a final draft and prepare the student for the final thesis defense and/or for presentation at an academic conference.

One week after spring break, the student is expected to submit a completed draft of the research project to his or her advisor. Then, by the beginning of the third week of April, having responded to the advisor's final set of comments, the student must submit a final copy (generally as a Word attachment) of the project to the advisor, the English Honors program director, and a reader. Students may, in consultation with their advisors, choose this reader from among the faculty members of the English Department; otherwise, a reader will be assigned from the current members of the English Honors Committee.

If a student has not presented his or her work at a conference, she or he must present and explain (defend) the work before the advisor and the reader. The advisor and reader determine whether the candidate should graduate with Honors in English and report their decision to the English Honors program director. This decision has no effect on the grade for Senior Independent Study, which is assigned by the student's project advisor. NOTE: The candidate must maintain a minimum Indiana University Southeast GPA of 3.35 to graduate with honors in English.