

University of Iowa Honors Program

Honors at Iowa Charter

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Article I: Honors Mission Statement

Honors at Iowa enriches the educational experience of academically talented undergraduates by engaging them in the process of intellectual growth and self-discovery. Honors students acquire a broad and interdisciplinary knowledge base; they also develop skills through learning by doing, with emphasis on mentored research and creative work. Students as a result grow professionally and personally in a way that contributes to their success in a diverse world. The accomplishments of Honors students are formally recognized by the University of Iowa.

Article II: Honors Director

Section 1: Powers and Responsibilities of the Honors Director include but are not limited to convening the Honors Steering Committee, supervising the Honors Professional and Merit Staff, and speaking as the principal voice for Honors at Iowa—presenting its vision, needs, and attainments throughout the University of Iowa, the State of Iowa, and the nation. The Honors Director is responsible for Honors budgets, ceremonies, communications, facilities, faculty involvement, student involvement, the various programs, scholarships, and other duties as assigned. The Director generates initiatives and sets priorities for Honors education, develops and implements major policy, coordinates and approves its curricula and activities, and refines its mission. The Director connects Honors with deans, faculty, staff, and students throughout the campus. The Director also oversees fund-raising and alumni and public relations for Honors.

Section 2: The Provost appoints the Director of Honors; the Director reports to the Associate Provost for Undergraduate Education. The Honors Director shall hold tenure as a full professor in one of the undergraduate degree-granting colleges while serving as the full-time director of the Program. A letter of appointment specifies the Director's term and duties. Terms are renewable.

Article III: Honors Staff

Section 1: The Honors Staff implements established Honors policies and priorities. Every member of the Honors Staff has a distinct network of responsibilities including but not limited to overseeing Honors activities, advising, experiential learning, outreach, publications, research, scholarships, and fellowships. In addition, members collaborate with each other on Honors recruitment, admission, orientation, publicity, and programming. The Honors Director and Associate Director select members of the Honors Staff through the regular personnel procedures of the University of Iowa.

Section 2: The Honors Student Staff, comprised of student members of Honors, maintain the Honors Student Learning Center and office reception area, create and implement initiatives for honors education, and assist Honors staff as needed. The Honors Summer Ambassadors, who are chosen from the Honors student population, work with the Honors Staff to orient entering students to the Honors Program. The Honors Director and/or Associate Director participate in and approve the annual selection of all student staff.

Article IV: Honors Faculty

Section 1: Powers and Duties of the Honors Faculty include but are not limited to advancing honors education at the University of Iowa through active participation in Honors coursework, events, and initiatives. The Honors Faculty advises Honors at Iowa on courses, policies, programs, and its own membership.

Section 2: Selection of the Iowa Honors Faculty can take several different paths. During their terms on the Honors Steering Committee, its faculty members are also members of the Honors Faculty. Former Honors Directors are members of the Honors Faculty as long as they are active on the University of Iowa faculty. Recipients of the Honors Teaching Award also become members of the Honors Faculty as long as they remain active on the Iowa faculty. In addition, budgeted and non-budgeted appointments may be made to the Honors Faculty.

Subsection A: Non-Budgeted, Zero-Percent Faculty Appointments may be made to the Iowa Honors Faculty in conjunction with a faculty appointment in another academic unit. Each holds for a 3-year renewable term approved by the appointee, the Honors Steering Committee, the appointee's DEO(s) and Dean(s), and the Associate Provosts for Faculty and for Undergraduate Education. The Honors Director nominates candidates to the Steering Committee, then seeks confirmation of its approvals by all the other parties. Such appointments are subject to University policies and procedures on faculty appointment and review.

Subsection B: Budgeted Faculty Appointments may be made to the Iowa Honors Faculty, typically in conjunction with a faculty appointment in another academic unit. Each appointment is for a term specified in a letter of agreement approved by the appointee, the appointee's DEO(s) and Dean(s), the Honors Director, and the Associate Provosts for Faculty and for Undergraduate Education. Appointments for 50% or more must also be approved by the Honors Steering Committee. The letter of agreement specifies powers and duties of the faculty member. Such appointments are subject to University policies and procedures on faculty appointment and review. They can be made for newly hired faculty or those already on the University of Iowa faculty.

Article V: Honors Advisory Bodies

A. Honors Steering Committee

Section 1: Powers and Duties of the Honors Steering Committee include providing direction on honors education at Iowa, advising on major policies for Honors at Iowa, and serving as representatives of the Honors Program in their departments or units. Its meetings are normally scheduled by the Honors Director, and they usually occur three times a semester. The Honors Director prepares the agendas, chairs meetings, and keeps records. Any member may offer items for discussion as the Steering Committee sees fit.

Section 2: Selection of the Honors Steering Committee is to represent major campus constituencies of the Honors Program. It includes the Honors Director, the Honors Associate Director, faculty representatives from all the degree-granting undergraduate colleges, a student representative from the Honors Program population, and a representative from the Office of Admissions. It will also include a representative from the Belin-Blank International Center for Gifted Education and Talent Development. Faculty members serve three-year terms, which are renewable once. Appointment is by the Honors Director after consultation with college deans or their representatives.

B. Honors Student Advisory Committee

Section 1: Powers and Duties of the Honors Student Advisory Committee include providing direction on honors education at Iowa, advising on major policies for Honors at Iowa, and serving as representatives of the Honors Program. Its meetings are normally scheduled by the Honors Director, and they usually occur three times a semester. The Honors Director prepares the agendas, chairs meetings, and keeps records. Any member may offer items for discussion as the Committee sees fit.

Section 2: Selection of the Honors Student Advisory Committee is to represent the general honors student body with consideration given to the four undergraduate student ranks (freshman, sophomore, junior, senior) and the five undergraduate colleges at the University of Iowa. It includes the Honors Director and the Honors Associate Director. Student members serve up to four-year terms. Appointment is determined by the Honors Director.

C. Honors Program Advisory Board

Section 1: Powers and Duties of the Honors Program Advisory Board include providing direction to the Honors Program Director on honors education at Iowa, and serving as representatives and advocates of the Honors Program in general. Its meetings are scheduled by the Honors Director, and they will occur annually. The Honors Director, in collaboration with the President of the Board, prepares the agendas and keeps records for the Board. The President of the Board chairs the meetings. Any member may offer items for discussion.

Section 2: The Board will consist of fifteen to twenty members at any given time and will include alumni and friends of the program. Selection of Board members will be made to include: a mixture of community and university people; a geographically diverse population; a gender balance; and a mixture of professional backgrounds. Term limits for members will be staggered and renewable indefinitely. The Board will also include the following university representatives as *ex officio* members (with voting privileges): the Director of the Honors Program; the Associate director of the Honors Program; Director of the Belin-Blank International Center for Gifted Education and Talent Development; and the Associate Provost for Undergraduate Education.

Article VI: Iowa Center for Research by Undergraduates (ICRU)

Section 1: ICRU facilitates undergraduates in finding research mentors, provides funding for undergraduate research, organizes undergraduate research festivals, provides travel awards for conference presentations, and recognizes outstanding student researchers and mentors through awards programs. These activities are organized in part by an active student group, the ICRU Research Ambassadors, and programmatic direction is provided by a Steering Committee. In addition to fostering undergraduate research at the university, ICRU is also responsible for tracking student involvement and publicizing the impact of mentored undergraduate research throughout the University and beyond. Funding for ICRU is provided by the Office of the Provost and the Office of the Vice President for Research. ICRU is housed physically and administratively in the Honors Program, but serves all degree-seeking undergraduates at the university across all disciplines of study.

Section 2: The Director of ICRU is appointed by and reports to the Director of Honors. ICRU's Director is advised by a steering committee comprised of faculty and staff. The steering committee is comprised of a member of the Office of the Provost and the Office of the Vice President for Research, and four at large faculty members who serve two-year term appointments. The ICRU Director chairs the steering committee and determines the agenda, but all members may put forward agenda items for discussion. The committee meets twice per semester, but may have additional meetings as needed.

Article VII: Making Changes in Honors Program Requirements

Changes in requirements for qualifying for entry into the Honors Program, maintaining membership in the program, and graduating in the program may be proposed by University of Iowa tenured or tenure track faculty. Changes become effective when approved by (1) a majority of those voting in the Honors Steering Committee, and (2), the Associate Provost for Undergraduate Education.

Article VIII: Amendments

Amendments to this Charter may be initiated by University of Iowa tenured or tenure track faculty. An amendment becomes effective when approved by (1) a majority of those voting in the Honors Steering Committee, and (2), the Associate Provost for Undergraduate Education.

Non-substantive and/or editorial changes may be made to the Honors at Iowa Charter with the approval of the Honors Program Director and the Associate Provost for Undergraduate Education.

Approved: P. Barry Butler
P. Barry Butler,
Executive Vice President and Provost

Date: 12/19/2014