



**LANE**  
**HONORS**  
PROGRAM

# Lane Community College Honors Program Student Handbook 2016-2017

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## Welcome Letter from the Dean

Greetings Lane Honors Students!

Welcome to the Honors Program. We at Lane Community College are pleased and excited to offer you this opportunity to add value to, and even radically transform, your life.

Lane's Honors Program is unique and inclusive. It's a program where you can appreciate learning through innovative approaches, questioning assumptions, and engaging in a variety of assignments and activities that take place from the community to the library.

The Honors Program encourages you to form connections between your academic work and your community. In addition to choosing from a wide variety of honors courses, many of which have a strong element of social justice and community involvement, you will also take two small-class seminars. These will help you learn and prepare for further study as you engage in academic research. In the Capstone Seminar, you will have the chance to present your research projects to the college and community at the spring symposium.

I look forward to meeting you, working with you, and supporting your learning at Lane.

Susan Carkin  
Dean  
Lane Honors Program

## Welcome Letter from the Coordinator

Welcome new Honors Students!

Congratulations on joining the Lane Honors Program! I hope that your experience in the program will be both challenging and rewarding. Fulfilling the requirements of the program will provide you with the skills to succeed in upper division honors classes at four-year schools and enhance your ability to contribute as a member of the global community.

Each of you has a personal reason for choosing to be an honors student, and I am committed to helping you achieve your unique educational goals. To that end, I encourage you to meet with me as soon as possible to develop a plan that works for you. I also recommend that you register for an honors writing course at the start of your time in honors to provide a foundation for your work in honors classes and the honors seminars. Additionally, be sure to explore the options for completing the experiential learning requirement and to meet with the Co-op Coordinator, Gerry Meenaghan, because some options, such as work abroad, take time to set up. Since the Honors Program is a community, I also invite you to attend the many social and educational events held throughout the year. Finally, during your time in the Honors Program, I encourage you to think creatively, explore new disciplines, and take advantage of the benefits of a liberal arts education at Lane.

I wish you fulfillment and success in your academic goals. Each of you brings something unique to this program, and I look forward to the contributions you will make to the program and to the college. I also look forward to getting to know you personally and to working with you in the Honors Invitation to Inquiry and Honors Capstone seminars.

Ce Rosenow  
Faculty Coordinator  
Lane Honors Program

## Mission Statement

*The Lane Honors Program is a transformative learning experience centered around scholarly inquiry, academic rigor, and intellectual growth.*

Program graduates will be well-prepared for upper division coursework and university honors programs, and both transfer and non-transfer students will possess research, reasoning, and writing skills that will enhance their experiences as engaged global citizens and lifelong learners.

## Orientation Information

Welcome! You've been accepted into the Lane Honors Program, now what? The first step is to attend an orientation. Generally, we hold one group orientation per term. Each orientation session will provide you with important information. You will have the opportunity to meet honors students, faculty, and staff and ask any questions you may have. If you absolutely cannot make it to the orientation session, you will need to schedule an individual orientation appointment with Ce Rosenow, Honors Faculty Coordinator.

## Photo Release Policy

In order to promote awareness about the Lane Honors Program on campus and in the community, we may use photographs or videos of honors events, classes, or orientations for marketing and publicity purposes. Your participation in the program is important to us, and we do not want you to feel uncomfortable at any time. A Lane Photo Release Form was distributed to you upon acceptance into the program. You always have the option "to be or not to be" in any photographs taken of students at an event. If you have taken the option "not to be" in any photographs, it is your responsibility to stay out of photographing, to connect with the photographer, and to notify him/her that your image is to be protected. For more information about Lane's photo release policy see: [lanecc.edu/mpr/photo-release](http://lanecc.edu/mpr/photo-release).

## Honors Program Checklist

- ☐ Attend an Honors Program Orientation.
- ☐ Meet with the advisor for your major to draft your degree plan with estimated graduation term and a detailed term-by-term planner indicating the classes you will need to take each term in order to complete your degree.
- ☐ Meet with the Honors Faculty Coordinator, Ce Rosenow, to complete an honors term-by-term planner that incorporates Honors Program requirements (two honors seminars, four honors classes, and the experiential learning component) into your degree and transfer plan.

- ☐ Meet with Gerry Meenaghan ([MeenaghanG@lanecc.edu](mailto:MeenaghanG@lanecc.edu), (541-463-5883) to select an experiential learning component and then communicate this to the Honors Faculty Coordinator, Ce Rosenow.
- ☐ If you haven't yet taken WR 121, WR 122, or WR 227, register for the honors version of one of these classes (WR 121\_H, WR 122\_H, WR 227\_H).
- ☐ Register for HON 201\_H Invitation to Inquiry honors seminar the first winter term after you are accepted into the program and have completed WR 121 or WR 121\_H. A grade of B or higher in WR 121 is a prerequisite.
- ☐ Maintain your personal ePortfolio throughout your time enrolled as an honors student (incorporated into the honors writing classes and the honors seminars).
- ☐ Register for HON 202\_H Capstone honors seminar in spring term (either directly following the Invitation to Inquiry honors seminar or the following academic year). WR 121 and a grade of B or higher in Invitation to Inquiry honors seminar are pre-requisites to register in the Capstone honors seminar.
- ☐ Complete four honors classes and/or options as part of your degree plan.
- ☐ If you leave the Honors Program for any reason, communicate this directly to [honors@lanecc.edu](mailto:honors@lanecc.edu) and fill out an Honors Program Exit Survey. Your feedback is important to us.
- ☐ Contact the Honors Faculty Coordinator, Ce Rosenow, at the beginning of the term you plan to graduate so she can arrange the details of your Honors Program transcript and diploma recognition, discuss honors regalia, and give you graduation ceremony details.

## Honors Advising

### Honors Program Advising

Each honors student is expected to take responsibility for charting their academic degree and transfer goals in collaboration with an academic advisor and the Honors Faculty Coordinator.

Your academic advisor will help you develop a degree plan that is specific to your major and transfer institution. You can find advisors listed by major here:

[lanecc.edu/counseling/counselors-advisors](http://lanecc.edu/counseling/counselors-advisors)

The Honors Faculty Coordinator will help you determine how your honors classes will fit into your degree plan. It's important to meet with the Honors Faculty Coordinator during your first term as an honors student and once a term thereafter to check in and update your degree plan if necessary.

With your academic advisor, you will develop an electronic term-by-term planner that you can store in the Honors Program Moodle site for easy access and updating. You can access it by clicking on "Academic Advising Plan Storage Bank" in the advising block.

To further aid you in your completion of Honors Program requirements, refer to the Honors Program Student Checklist in this handbook or on the honors advising website page: [lanecc.edu/honors/advising](http://lanecc.edu/honors/advising).

## Honors Class Registration

You can review the honors classes that will be offered each term at [lanecc.edu/honors/classes](http://lanecc.edu/honors/classes).

To find honors classes through the online class schedule, visit [lanecc.edu/schedule](http://lanecc.edu/schedule) and select Credit Class listing by Subject under the appropriate term. Look in the yellow box and click on “Honors Courses.” All honors classes feature an “\_H” appended to the course number, the word Honors in the course title, and a special green post-it message.

If you are unsure about which classes to select, contact your academic advisor and/or the Honors Faculty Coordinator.

## Honors Classes: Sections, Options, and Seminars

Check the Honors Program website for updated honors classes: [lanecc.edu/honors/classes](http://lanecc.edu/honors/classes).

### Anthropology

ANTH 102\_H World Archaeology

### Art/Design

ART 115\_H Basic Design

ART 203\_H Survey of American Indian Art & Architecture:  
North and Central America

ART 299\_H Special Studies: Mural Painting

### Biology

BI 101\_H General Biology

### Cooperative Education

COOP 280\_H Co-op Ed: Service Learning Honors

HON 280\_ International Work Experience

### Honors Seminars

HON 201\_H Invitation to Inquiry

HON 202\_H Capstone Seminar

### Literature

ENG 105\_H Introduction to Drama

### Philosophy

PHL 201\_H Ethics

PHL 205\_H Contemporary Moral Issues

PHL 221\_H Critical Thinking

### Writing

WR 121\_H Composition: Introduction to Academic Writing

WR 122\_H Composition: Argument, Style and Research

WR 227\_H Technical Writing

## Honors Seminars

The Honors Program has two seminars. Only formally admitted honors students may enroll in these seminars, and both are required for successful completion of the program. These challenging, team-taught courses allow you to focus on academic research from different perspectives.

### Honors Invitation to Inquiry Seminar

HON 201\_H Honors Invitation to Inquiry Seminar reviews the academic research process with an emphasis on thinking critically about scholarly research. You will pursue an independent research project of your choosing while simultaneously examining the stages in the research process from an interdisciplinary approach. During this process; you will identify assumptions that you, the Honors Program, and academia in general make about research and test those assumptions. You will also continue developing your ePortfolio as a way to reflect on your own learning during the seminar.

Guest speakers provide insights into topics, such as what constitutes valid evidence in different disciplines; their own research projects, information about conferences, and opportunities at Oregon universities; and the role of academic research in the history of Western Imperialism.

The seminar culminates in a two-hour roundtable discussion in which you and your fellow students discuss the assumptions you tested and the conclusions you reached, using your own research projects as evidence to support your claims. HON 201\_H is offered each winter and has a prerequisite of a B or higher in WR 121.

### Honors Capstone Seminar

HON 202\_H Honors Capstone Seminar builds on the skills developed in the Inquiry seminar. You will undertake group research projects voted on by the class. To answer your research question, you will determine reliable sources, at least one of which must be direct contact using interviews or surveys. You will also address and refute counterarguments. Finally, you must determine the audience for the work and the best format for presenting your findings.

At the end of the term, you and your peers will organize a symposium in which you present your findings to the relevant audience. The symposium format changes each year based on the projects being presented but usually includes some of the following elements: student panel presentations; panel interviews with experts in the relevant field(s); a keynote address; poster displays; PowerPoint presentations; and a resource table.

The capstone research projects often address issues important to the Lane, Eugene, and Oregon communities. HON 202\_H is offered each spring and has a prerequisite of a grade of B or higher in HON 201\_H.

## Honors ePortfolios

One of the benefits of being an honors student is having the opportunity to build an ePortfolio as part of your honors course work. The honors program views ePortfolios as a central component



of your honors experience, as they provide you with a place to reflect upon projects and assignments during all stages of the process, as well as a place to reflect on your growth as a student and individual during and beyond your coursework at Lane. Because they are an essential part of the overall honors experience, each honors student is required to build an ePortfolio during their tenure at Lane. Selecting assignments, creative work, and experiential learning to include in the portfolio helps you reflect on these artifacts and their relationship to your academic and life goals, providing an opportunity to develop critical thinking skills. Including information about the courses you have taken and what you learned through specific assignments provides an additional tier to your transcript when you apply to four-year schools. Information about and reflections on internships, volunteer work, and job experience expands the information available to prospective employers beyond a standard resume. Also, including drafts or in-progress work in your portfolio along with reflection can present a fuller picture of your thinking and learning processes, important considerations for both perspective employers and schools.

Building and growing your ePortfolio is something that you will do throughout your honors course experiences. Students enrolled in WR 121\_H will begin work on their portfolios. The HON 201\_H Invitation to Inquiry Seminar will continue this work by further developing the relationship between ePortfolios and critical thinking. This seminar will also provide basic instruction on how to create an ePortfolio for students who did not take an honors writing class.

[See examples of students ePortfolios here.](#)

## Honors Experiential Learning

### What is it?

Experiential learning is an opportunity to apply your learning outside of the classroom through an internship, service learning experience, study or work abroad or leadership role on campus. The goals of experiential learning are to:

- engage with the community through civic growth,
- take ownership of your own lifelong learning,
- apply knowledge and theory to real world experiences, and
- gain leadership skills and develop career ambitions.

As of Fall 2013, experiential learning is required for successful completion of the Honors Program.

### Honors Experiential Learning Program Design

The Lane Honors Program offers a variety of options for you to fulfill the Experiential Learning Requirement. Most experiential learning falls under three categories: 1) Academic Experiential Learning, 2) Service Learning, and 3) Leadership. You may choose the type of experiential learning that best fits your academic course of study, career goals and personal situation.

After you decide which type of experiential learning you would like to pursue, set up an appointment to meet with Gerry Meenaghan ([MeenaghanG@lanecc.edu](mailto:MeenaghanG@lanecc.edu)), the Experiential Learning Coordinator, to verify that your chosen experiential learning activity meets Honors Program criteria. Experiential learning activities must be verified through the Lane Honors Program; unverified activities will not count toward Honors Program requirements.

Once you have all of the arrangements in place, engage in your experiential learning experience, fulfilling the time and documentation requirements. Remember to add this to your ePortfolio. When you've completed the experience, communicate this to the Honors Program ([honors@lanecc.edu](mailto:honors@lanecc.edu)).

## Honors Experiential Learning Options

### Academic Experiential Learning

Academic Experiential Learning includes a number of options where the student incorporates a learning experience that takes place outside the classroom while earning academic credit. Such options include:

#### *Cooperative Education*

Cooperative Education (Co-op) offers career/technical and college transfer credit for practical work experience related to a student's educational and career goals. Co-op gives students an opportunity to apply theory learned in the classroom to work experience in a career field or engage in intensive service learning. The objective of co-op is to provide an on-the-job learning experience in a business or organization which adds meaning and direction to the student's total education. Co-op is available in all academic departments. A full description of cooperative education opportunities can be seen at: <http://www.lanecc.edu/cooped>

#### *Study Abroad*

Lane offers a limited but growing number of study abroad opportunities. Email [honors@lanecc.edu](mailto:honors@lanecc.edu) with questions.

#### *Work Abroad*

Lane offers extensive opportunities for work abroad. Lane students earn 12 elective credits while working in an international setting for a full quarter. Work abroad is available all terms including summer but students must apply six months in advance for these competitively selected international experiences. Students may use financial aid to help cover the cost of an international work experience; however, international work experience costs more than a typical term at Lane. First visit [ie3global.ous.edu](http://ie3global.ous.edu) for more information about internship opportunities and then contact Gerry Meenaghan ([MeenaghanG@lanecc.edu](mailto:MeenaghanG@lanecc.edu)) once you decide to pursue this option or want additional information.

#### *Service Learning*

Several service-learning opportunities satisfy the Honors Program Experiential Learning requirement. Options include taking a course that includes service learning, enrolling in a special Service Learning Cooperative Education course, or serving as a peer mentor in the Counseling Department.

### ***Service Learning Courses***

Lane offers close to 20 courses that either require or offer an optional service learning assignment. To see a list of service learning courses visit [lanecc.edu/sl/course-descriptions](http://lanecc.edu/sl/course-descriptions).

### ***Service Learning Cooperative Education***

Students who enroll in a service learning cooperative education course work 108 hours or more (earning three elective credits or more) at a community site or on a project for a community partner learning about relevant issues and contributing to the work of the organization. Students address real community needs, practice critical thinking, citizenship and civic responsibility, develop skills, explore career options, and network with professionals. Students set learning objectives and engage in faculty-led guided reflection activities.

### ***Student Service Associate (SSA)***

Students who become SSAs serve as peer mentors in the Counseling Department. SSAs are trained paraprofessionals who guide fellow students with regard to college resources, services and procedures. SSAs serve as positive role models, provide outreach to diverse student groups, and assist with campus-wide events. SSAs work a minimum of 9 hours a week for each week of all academic terms (fall, winter and spring), ultimately serving for over 300 hours. In addition to serving others, SSAs gain skills and knowledge that benefit them both personally and professionally. Lane Community College's SSA program has been in effect since the 1970's and serves as a model for programs throughout the state. Explanation of this program can be found at: [lanecc.edu/ces/student-service-associates](http://lanecc.edu/ces/student-service-associates).

### ***Leadership***

Students who take on a significant leadership role in a student or college organization may use that experience to satisfy the experiential learning requirement. A significant role means holding an officer position in one of the following: student government (ASLCC), one of the student honor societies or the student leadership society, OSPIRG, a student club related to academics such as the Learning Garden, or a student chapter of a professional organization, such as the Society of Manufacturing Engineers (SME). Students may also elect to participate in college initiatives such as Lane's Peace Center conference to fulfill the experiential learning requirement.

### ***Who can I contact with questions?***

Gerry Meenaghan is available to help students with experiential learning questions and coordination. You can reach him at [MeenaghanG@lanecc.edu](mailto:MeenaghanG@lanecc.edu) or (541) 463-5883.

[lanecc.edu/honors/experiential-learning](http://lanecc.edu/honors/experiential-learning)

### ***Lane Student Code of Conduct***

The purpose of the Code of Conduct is to protect the individual rights of students and staff and to control those actions that go beyond the exercising of such rights. The college recognizes its obligation to develop intellectual curiosity as well as social and cultural awareness. Lane Community College provides for the safety and well-being of students and staff, property protection, record security, and other education-related services.

Through the Code of Conduct, Lane describes conduct interfering with the responsibilities and obligations of the college. This document outlines the penalties imposed for prohibited conduct and explains the procedural due process for alleged student violations and the protection of student rights. [lanecc.edu/copps/student-code-conduct](http://lanecc.edu/copps/student-code-conduct)

## Lane Student Resources

Lane Community College is an innovative and unique educational institution that truly supports its students. Abundant student resources are available on campus. If you are in need of any particular student support, we will assist you in finding the proper resources. Never be afraid to ask. It is also important to keep abreast of the Announcements on the Lane homepage, [lanecc.edu/](http://lanecc.edu/).

Additional student service resources can be found at: [lanecc.edu/tutor](http://lanecc.edu/tutor). Here are just a few of Lane's services on campus that provide exceptional student support:

## Financial Aid

Most students at Lane Community College receive financial aid of some sort. Some students qualify for Pell Grants that do not have to be repaid and others take out student loans. Many of these loans have the interest paid by the government until students are in school less than half time. Some work-study options are available where students work on campus to help pay for their tuition. Visit [lanecc.edu/finaid](http://lanecc.edu/finaid) or Building 1 for more information. It is never too early to apply. Grants run out quickly and are on a first come, first serve basis. You can even apply online at [fafsa.ed.gov](http://fafsa.ed.gov). Prepare all of your past tax documents and W-2's so you can fill in the information.

It is vital that you communicate frequently with Student Financial Services if you are receiving aid. There have been recent national changes to financial aid distributions and processing, including student Maximum Attempted Credit Limits.

## Center for Accessible Resources (CAR)

If you need support or assistance because of a disability, you may be eligible for academic accommodations through the Center for Accessible Resources. Contact CAR at 541-463-5150 or TDD 541-463-3079 or stop by Building 19, Room 231. For more information: [lanecc.edu/disability](http://lanecc.edu/disability). Please do not hesitate to ask for this assistance. Many of our students have achieved academic success in the program because of this support.

If you would like support or assistance because of a disability for employment, please contact CAR and Eugene's local Galt Foundation, which serves to "provide, promote, and expand employment opportunities for individuals with disabilities and other vocational barriers." View their website at: [galtfoundation.org](http://galtfoundation.org).

## Health Clinic

The Lane Health Clinic provides a broad range of health care services available to Lane students and employees alike, including treatment for acute illnesses, minor injuries, and chronic conditions. Appointments are preferred. Drop-in visits are accommodated when

possible. The Health Clinic also provides information and referrals to community resources. Go to: [lanecc.edu/healthclinic](http://lanecc.edu/healthclinic) for more information or dial 541-463-5665; Building 18, Room 101.

### Lane Child and Family Center

An Early Childhood Education lab school is a unique learning environment set up to meet the diverse needs of students, teachers and the children and their families. If you are a student with children and are in need of childcare during the academic year, consider the Lane Child and Family Center: [lanecc.edu/cfe/lcfc](http://lanecc.edu/cfe/lcfc) or call 541-463-3522; Building 24. There are other resources available in our Lane and Douglas County communities. Visit [lanecc.edu/lfc](http://lanecc.edu/lfc) for more information.

### Library

The Lane Community College Library is the third largest community college library in Oregon. Its comprehensive website allows you to search for books, e-books, videos, and online magazine and journal articles. Our library is a member of Summit, the shared library catalog for the Orbis Cascade Alliance, a library consortium composed of more than 36 public and private colleges, community colleges, and universities in the Pacific Northwest. Through Summit you can borrow more than 28 million books, sound recordings, videos, and more. Interlibrary loan, research databases, guides, and help are also available on-line from the Library's website including on-line encyclopedias and dictionaries, and even a librarian on-line chat room.

[lanecc.edu/library](http://lanecc.edu/library)

Reference and Instruction Librarian, Claire Dannenbaum ([DannenbaumC@lanecc.edu](mailto:DannenbaumC@lanecc.edu)) is the librarian for the Honors Program. She can answer questions about academic research and help you find the resources you need. She will also work with you on your research projects for the two honors seminars.

### Public Safety

Lane's Public Safety department helps to create, foster and maintain a quality educational learning environment through ensuring professional public safety services are provided to all students, staff, faculty and visitors at Lane Community College: [lanecc.edu/psd](http://lanecc.edu/psd). Contact Public Safety for non-emergencies at 541-463-5558. They are located in Building 13, Room 107. *If you are experiencing a campus emergency, please dial 541-463-5555.*

### Multi-Cultural Center

Come and hang out in the Multi-Cultural Center in Student Services Building 1, Room 201. The Center has a lounge with computers to check out your e-mail and surf the net, as well as tea, coffee, hot chocolate and popcorn. It is a Racism and Homophobia free zone. Hours are 8 a.m. to 5 p.m., Monday through Thursday and Fridays until 2 p.m. The Center provides a comfortable atmosphere where students from all ethnic backgrounds can get information on admission, registration, course and program planning, and referrals to on-campus and community services. For more information call 541-463-5276 or visit [lanecc.edu/mcc](http://lanecc.edu/mcc).

## **Veteran's Resources**

Veterans's Resources is located in Building 19, Room 233 and includes the VA Educational Benefits Office, Maxwell Student Veteran Center, Lane's Integration of Vets in Education, Lane Student Veteran Club, and the office for Credential Acceleration and Support for Employment. [lanecc.edu/va](http://lanecc.edu/va).

## **Women in Transition Program**

Women in Transition is an entry program to assist single parents, and other women in transition become economically self-sufficient through access to education, training, and employment. To apply to the program, come to the Women's Center, Student Services Building 1, Room 202, on the main Lane campus or call 541-463-5353, to make an appointment for an orientation session. Visit: [lanecc.edu/wp](http://lanecc.edu/wp).

## **Honors Program Social Networking**

We invite you to join the Lane Honors Program Facebook page and the Lane Community College Facebook page to receive updates on major communications, events, job opportunities, and important notices. [facebook.com/LaneHonorsProgram](https://facebook.com/LaneHonorsProgram)

## **Honors Program Events**

Each term the honors community hosts a variety of events that we encourage you to attend. Families are welcome! Events will be posted on the Honors Program Facebook page and Honors website and you may also receive an email from [honors@lanecc.edu](mailto:honors@lanecc.edu) with event details asking you to RSVP.

The honors community has participated in author lectures and dialogues, campus and community artist exhibits, an opera performance, the Islam Lecture Series, an ePortfolio Showcase, and International Program events such as International Day.

In addition, we often host a spring symposium in which honors students present the culmination of their research in the capstone honors seminar to the honors and campus community. The symposium is followed by a reception.

Since we believe that an important component of any community is social engagement, we encourage honors students to forward social gathering or event ideas to [honors@lanecc.edu](mailto:honors@lanecc.edu) so that we can expand our events programming in a way that is driven by honors student interest.

We look forward to meeting you outside the classroom!

## **Honors Leadership Team**

Members of the college community, including the Honors Dean, the Honors Faculty Coordinator, faculty, managers, administrators, and an honors student make up the Leadership Team. This group meets monthly to offer advice on the direction of the program, to address questions and issues that arise, and to complete subcommittee work on course development,

course proposal review, faculty support, procedures, and policies. The wide range of expertise and interests on this team allow the Honors Program to continue growing and changing to best meet the needs of Lane students.

## **Honors Program Staff Contacts**

Susan Carkin

Honors Dean

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phone: (541) 463-4301

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Ce Rosenow

Honors Faculty Coordinator

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phone: (541) 463-5795

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