

WILLIAM PATERSON UNIVERSITY
UNIVERSITY HONORS COLLEGE STUDENT HANDBOOK
2012-2013



HONORS STUDENTS ENJOY A FIELD TRIP TO JAMESTOWN AND WILLIAMSBURG, VIRGINIA ,
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UNIVERSITY HONORS COLLEGE MISSION STATEMENT

The University Honors College at William Paterson University is a place where academically gifted students explore new ideas and engage in intellectual and creative collaborations with experienced and dedicated members of the faculty. The University Honors College offers rigorous curriculum with a challenging array of courses, seminars and co-curricular activities.

The University Honors College offers students a comprehensive educational experience that brings together the academic, residential, social and cultural experiences of its students. The College provides students with many opportunities to receive personalized attention from members of the faculty, in small classes that encourage discussion and debate, in independent tutorials where advanced students work privately with professors in their major area on a thesis or project of their own creation, in the residence living communities that will be visited regularly by professors and staff members, and in social activities that bring together the Honors community.

Students in the University Honors College take advantage of the University's wide ranging offerings, and augment them by developing individualized programs of study. Honors students have greater flexibility in choosing their University Core Curriculum courses and their Honors tracks. Honors students often also pursue minors and double majors. A goal of the University Honors College is to facilitate interdisciplinary study for all students, in first year clusters, in the tracks, and in the thesis.

The University Honors College is a community that includes all students enrolled in Honors University Core Curriculum classes, all students participating in a track, all faculty members teaching in Honors, all faculty overseeing a thesis, and all members of the University Honors College staff.

The Benefits of participating in the University Honors College:

- Small, interactive classes with highly qualified professors who are committed to their students
- Individual attention and opportunities to collaborate with professors and peers
- Development of a final thesis or project with a faculty mentor
- Priority registration for all courses
- Advisement from both a faculty member of the major department, and a member of the University Honors College
- Opportunities to study abroad and throughout the United States with other Honors students
- Opportunities to travel to conferences to present thesis or project research
- Opportunity to live in an Honors Learning Community in High Mountain East residence hall
- Opportunities to participate in co-curricular activities like field trips, outings and social gatherings with Honors students and faculty
- Special notation of Honors on degree transcript and University diploma
- Recognition as a graduate of the University Honors College at Convocation and Commencement ceremonies

UNIVERSITY HONORS COLLEGE GOVERNANCE

Track Directors:

Track Directors run individual tracks and mentor many of the Honors students. The Track Directors help determine the College's curricular requirements and oversee its mission.

- Dr. Robert Benno, Biopsychology
- Dr. Philip Cioffari, Performing and Literary Arts
- Dr. Susan Dinan, Independent
- Dr. Bela Florenthal, Management
- Dr. Bela Florenthal, Marketing
- Dr. Karen Swanson, Life Science and Environmental Ethics
- Dr. Jeffrey Kresky, Music
- Dr. Neil Kressel, Social Sciences
- Dr. Amy Learmonth, Cognitive Science
- Dr. Christina McSherry, Nursing
- Dr. John Peterman, Humanities

Honors Club:

The Honors Club is recognized by the Student Government Association and must conform to its guidelines. The Honors Club is open to all William Paterson University students with an interest in the Honors College, members need not be members of the Honors College to join the club. The Honors Club is a social and service organization that plans events, community service projects, and outings for Honors students. The Honors Club has access to SGA funds, and plans weekend trips to places like Washington, D.C. that are social and educational. Members who are writing Honors theses are encouraged to attend the annual meeting of the National Collegiate Honors Council in the fall semester, and the regional Honors Council meeting in the spring semester.

HONORS COLLEGE ADMISSIONS CRITERIA

The Honors College admits students at different points in their academic careers. Most students enter the Honors College when they first come to William Paterson University, usually right after completing high school. Students admitted to the Honors College at this point are eligible for a \$2000 annual scholarship for 4 years providing their cumulative GPA remains above 3.0 and they enroll in at least one Honors course each semester. To be admitted to the Honors College at this point students should

- Have SAT scores of at least 1800, with no score below 550 in the critical reading, math, or writing sections
- Have a high school grade point average of at least a B+
- Have completed Honors, AP, and /or IB courses in high school
- Complete the on-line Honors College application and write a short essay that addresses the question of why they want to be part of the Honors College.

Students are also admitted to the Honors College when they transfer to William Paterson University from another college or university. Students admitted to the Honors College at this point are eligible for a \$2000 annual scholarship for 2 years providing their cumulative GPA remains above 3.0 and they enroll in at least one Honors course each semester. Students transferring into the Honors College usually need to begin an Honors track during their first semester at William Paterson University in order to complete the program in a timely fashion. To be admitted to the Honors College at this point students should:

- Have a cumulative college grade point average of at least 3.5
- Have completed Honors or other challenging courses at the college level
- Submit SAT or ACT scores
- Complete the on-line Honors College application and write a short essay

Students can also apply for admission to the Honors College after they have enrolled at William Paterson University. Students who have begun their studies at the University are not eligible for Honors College scholarships. Students typically enter the Honors College after their first year at William Paterson University. Some students enter as sophomores; however, it is usually not possible to enter the Honors College after this point because Honors requires the completion of three Honors sections of University Core Curriculum courses and an Honors track. To be admitted to the Honors College at this point students should:

- Have completed at least two semesters and 24 credits at William Paterson University, these credits must all count toward graduation
- Have completed one Honors course (generally taken in the second semester) with a grade of B or better
- Have no grade below a C on their college transcript
- Submit SAT or ACT scores
- Complete the on-line Honors College application and write a short essay

Students whose cumulative GPA drops below 3.0 are given one semester's probationary status. If they do not bring their cumulative GPA above 3.0 during the probationary semester they are dismissed from the Honors College, removed from the Honors track, and they lose their Honors College scholarships (they may lose other scholarships as well). There is an appeal process for Honors student in jeopardy of losing their scholarships. If a student is making progress at improving his or her GPA, but it still falls below a 3.0, the student may write a formal letter of appeal to the Director of the Office of Scholarship and submit any required documentation. The Office of Scholarships generates a list of student appeals. The Director of the Honors College may elect to support a student appeal, and she/he alerts the Office of Scholarships. The Associate

Vice President and Dean. Graduate Studies and Research renders a decision about the student's appeal.

Moreover, the graduate with Honors, Honors College students should have no grades of D or F on their transcripts.

WHAT IS REQUIRED OF STUDENTS IN THE UNIVERSITY HONORS COLLEGE?

Academics:

- All students who enter the Honors College in or after fall 2008 receive a \$2000 per year scholarship that they will retain for 4 years if they are first year students or 2 years if they are transfer students. In order to receive the scholarship, Honors College students are required to meet the following criteria.
- All students must maintain a cumulative GPA of 3.0 or above. If a student's GPA falls below 3.0 the student will have one probationary semester to raise the GPA to at least a 3.0. If the student fails to do so he/she will be dismissed from the Honors College.
- All students in the University Honors College are expected to be enrolled in at least one Honors course a semester, but most students choose to enroll in more than one. If a student cannot enroll in an Honors class one semester he/she must meet with the Director of the Honors College and receive a written waiver.
- All students in the University Honors College are expected to regularly check their William Paterson University email accounts for University and Honors College information. Most information about the Honors College is shared using email.
- Students who are in good standing in the Honors College are permitted to take a wider range of courses to fulfill their University Core Curriculum requirements. In some cases departments offer special Honors UCC classes and in other cases departments allow students to take upper division classes in place of the 1000 level UCC course. Honors students enroll in Honors UCC sections by requesting a permit from the Honors College Office.
- Students who are in good standing in the Honors College receive priority registration privileges for the fall and spring semesters, which allow them to register before most other students.
- All Honors College students will enroll in a track (which are described in the Honors Handbook), current tracks include:
 - Biopsychology
 - Cognitive Science
 - Humanities
 - Independent
 - Life Science and Environmental Ethics
 - Management
 - Marketing
 - Music
 - Nursing
 - Performing and Literary Arts
 - Social Sciences
- Track applications are available online, and to receive the application link students must contact the Director or Assistant Director of the Honors College. Students must apply to and be accepted to a track. The track directors meet to read applications and collectively determine who will be accepted into tracks.
- First year students are advised to select a track in the second or third semester at WPUNJ. Transfer students should enter a track when they enter the University.
- First year students typically begin in the track during the third or fourth semester at WPUNJ. Transfer students typically begin taking track classes during their first semester at WPUNJ.

- Students typically begin the research for their theses in the second half of their junior year or the first half of the senior year, and typically write the thesis during their senior year. Students are encouraged to begin working on their thesis or final project during their junior year so they have sufficient time to complete it. **All completed theses and projects are due on 1 May of their senior year without exception for students participating in the Convocation ceremony.**
- To graduate with Honors, a distinction noted on the transcript and the diploma, a student must take a minimum of three honors sections of University Core Curriculum courses, fulfill all the requirements of an Honors track, complete a final project or thesis, and have a cumulative GPA of at least 3.0.

First Year Students:

- In the first year, all Honors students will attend a mandatory meeting in October that explains the requirements of the University Core Curriculum program for Honors students.
- In the first year, all Honors students will attend a mandatory meeting in November that explains the different Honors tracks and introduces students to the track directors.
- All Honors students are expected to attend Honors Week events. Students should attend presentations made by students in the tracks that most interest them.
- The Honors Director, Dr. Dinan, serves as the academic advisor for all Honors students who have not declared a major, and she also advises students who are not able to meet with their advisors.

All Students:

- All students will enroll in an Honors track in their first or second year. Students should be accepted into a track by the time they have completed 60 credits at WPUNJ (exceptions are occasionally made to this rule for students entering the Music track). Track applications are available online. Students must be accepted into a track by the Track Directors, and must meet the minimum standards of the track in order to remain enrolled.
- One mandatory Honors meeting is held each year for all upper division Honors students, this meeting is typically held in middle of the fall semester.
- All Honors students are expected to attend Honors Week events, which are typically held in mid-April. Students should attend presentations made by students in their track. It is important that students understand what a thesis or project presentation entails before they make their presentation. **Seniors who are writing theses must present their research during Honors Week; a formal research presentation is a requirement to graduate with Honors.**
- Students are expected to discuss possible thesis topics with their track advisors in their junior year. Students may complete the research for their thesis in the junior or senior year, and they will write the thesis or complete the project in their senior year.
- During the first semester of the senior year all students must complete the “Graduating Student Information” form. This form provides the Honors office with important information about thesis and graduation plans. This form must be submitted to the

Honors Office by 12/15 or 5/1 depending upon the semester the student advances to senior standings.

- Some tracks include a one-semester course for research and a one semester course for writing (Cognitive Science, Humanities, Management, Marketing, Social Sciences) and the first class is generally called Thesis I. In these tracks students will complete a Thesis Proposal by 12/15 or 5/1 depending upon the semester they are enrolled in the class. The purpose of this proposal is to inform the Honors Office of the topic of your thesis or project. The proposal should be at least three pages long and should outline the thesis or project. Thesis proposals require a cover page that must be signed by the track director and thesis advisor, if they are different people.
- Some tracks include a one-semester capstone project, which is based upon research conducted in prior semesters (Biopsychology, Life Sciences and Environmental Ethics, Music, and Performing and Literary Arts). In these tracks students will complete a Thesis Proposal form by 12/15 or 5/1 of the semester BEFORE they enroll in their thesis writing class. The purpose of this proposal is to inform the Honors Office of the topic of your thesis or project. The proposal should be at least three pages long and should outline the thesis or project. Thesis proposals require a cover page that must be signed by the track director and thesis advisor, if they are different people. The Honors Director will review all theses and project proposals.
- All students who complete a thesis or final project and meet the other requirements of the Honors College will graduate with an Honors designation from the Honors College. This designation will be noted on the transcript and on the diploma.
- All students who complete a thesis or final project and meet the other requirements of the Honors College will be invited to participate in the University's Convocation ceremony. During the Honors Convocation ceremony, students from the University Honors College, the top students from the various departments and colleges, and Latin Honors recipients are recognized for academic excellence. The Convocation ceremony is held prior to Commencement.
- The Honors College is a place of high academic and personal standards. Any student found guilty of violating the University's Academic Integrity policy in any course, not only Honors classes, will be dismissed from the Honors College.

Housing:

- Students in the Honors College are encouraged to live in the Honors Learning Community in High Mountain East.
- Honors students are not required to live in High Mountain East, but first and second year students typically benefit from living in the Learning Community
- A mentorship program exists in the Honors Learning Community and it pairs incoming students with current students for their first semester, mentors who live on and off campus, are assigned to residential and commuting students.
- Commuting students are invited to participate in all Honors College events in High Mountain East.

Social and cultural events:

- The Honors College and Honors Club organize outings every year. Some Honors cluster organize a field trip during the fall semester. The Honors College helps to make it easier

for students to explore New York City, New Jersey, and cities in the Northeastern part of the United States.

- Honors students are invited to several social events over the course of the year, including an ice cream social in the fall, a holiday party in December, Honors Week festivities in April, lunches in the lounge, and movie nights.

HONORS SECTIONS OF UNIVERSITY CORE CURRICULUM COURSES

Most students in their first semester will be enrolled in an Honors cluster. Clusters bring together three classes around a common theme. The three classes meet separately, and once every week or two all of the professors and students meet for an interdisciplinary plenary session. First year students are assigned to a cluster by the Honors College director and the Office of the Registrar.

Every semester the Honors College offers Honors sections of several UCC classes. Honors sections are more intense than traditional sections, they rely more upon discussion, and they are capped at 20 students. Before priority registration begins in the fall and spring semester, the Honors College office produces a list of Honors sections of University Core Curriculum classes and shares it with students via email.

Honors College students should be enrolled in at least one Honors course every semester. Initially, these are UCC classes and by the time the student is a junior, they are track courses. If a student is unable to take an Honors course because of scheduling problems, the student must file a waiver form with the Honors College office.

HONORS COLLEGE TRACKS

There are currently eleven Honors tracks. Each track is headed by a faculty member who determines the appropriate courses for the track, selects students into the track, and guides the students through the track and thesis project.

Dr. Robert Benno, Biopsychology
Dr. Philip Cioffari, Performing and Literary Arts
Dr. Susan Dinan, Independent
Dr. Bela Florenthal, Management
Dr. Bela Florenthal, Marketing
Dr. Jeffrey Kresky, Music
Dr. Neil Kressel, Social Sciences
Dr. Amy Learmonth, Cognitive Science
Dr. Christina McSherry, Nursing
Dr. John Peterman, Humanities
Dr. Karen Swanson, Life Science and Environmental Ethics

Students must enter an Honors track by their junior year in order to be in good standing in the Honors College. Most tracks are comprised of five courses, including courses for the thesis research and writing. Ideally, students will begin their work in the track during their sophomore year and complete the thesis before their last semester at the University.

The Honors College requires all students to pursue a disciplinary major and an Honors track. The track may parallel the major, relate to the major, or be very different from the major. Different tracks have different requirements, and students are encouraged to speak with the track directors before applying to a track. Students enrolled in an Honors track may count track classes toward a second major or a minor.

BIOPSYCHOLOGY TRACK

The Biopsychology track draws on discoveries in fields such as behavior genetics, the neurosciences, physiological psychology, psychopharmacology and other fields to investigate such complex topics as the structure and function of the brain, or why individuals vary in their behavior. Biopsychology students are given a set of foundation courses carefully selected to provide a basis for the study of more advanced concepts.

This track is ideal for:

- Majors in biology, psychology, chemistry, nursing, and anthropology, with a minimum 3.0 GPA.
- Undergraduates who plan on graduate or professional studies in medicine, psychology, nursing, and the neurosciences.
- Students who enjoy small classes and individual attention from faculty members.
- Students who desire practical research experience.

How does the Biopsychology track operate?

Students complete the requirements of the track (15 credits) that can be applied toward University Core Curriculum requirements. The set of requirements includes Physiological Psychology, Neuroscience, Behavior Genetics, and an elective based upon a student's major and/or area of interest. During their final year, students complete a research project and present their findings to the public.

Students in the Biopsychology track have produced theses with the following titles, *The Potential Role of Stress as a Mechanism in the Production of Autism Spectrum Disorder Behaviors in the BTBR T+tf/J Mouse*, *Effects of Ephedrine During Loaded and Unloaded Wheel Running on Morphology, Muscle Fiber Type Conversion and Bone Density in Male C57/BL6 Mice*, *Behavioral Analysis of Mus musculus Following Prenatal Exposure to a Vanilloid*, *Kinesthetic Cues May Facilitate Mouse Learning in the Radial Arm Maze*, *Fluoxetine-Induced Hyperphagia in Female Mice*, and *A Diallel Analysis of the Aversive Potency of Alpha-Male (Mus musculus) Urine on Several Inbred Strains of Mice*.

How do I enroll?

Contact the Track Director, Dr. Robert Benno, 973-720-3440 (bennor@wpunj.edu) or Jan Pinkston, 973-720-3776 (pinkstonj@wpunj.edu)

Core Biopsychology track Courses:

Physiological Psychology (PSY 3530)

The course provides an introduction to the structure and function of the nervous system and explores the biological basis of perception, consciousness, hunger, sexuality, sleep, memory and reward.

Neuroscience (BIPY 4740)

A study of the brain; specifically the integrated roles of the anatomy, chemistry, histology, and electrical activity of the central nervous system. The laboratory component of the course focuses on neuroanatomy and the use of techniques to study brain functioning.

Behavior Genetics (BIPY 4750)

An introduction to the concept of gene x environment interaction as a determinant of both animal and human behaviors. The laboratory component focuses teams of students on completing a course-long research project.

Biopsychology Elective

This elective allows the student to broaden his or her basic set of courses in biopsychology by choosing among such topics as: Human Neuropsychology (BIPY 4900/PSY 5900) Pharmacology (Bio 4600/5600), Neural Basis of Behavior (Bio 5360) or other approved courses.

Capstone: Independent Study (BIPY 4990)

Individual research project carried out under the direction of a faculty member of the Biopsychology track.

Non-Course Element: Presentation of Honors Independent Study.

About the Track Director: Dr. Robert Benno is a Professor of Biology, and his area of professional interest is developmental neurobiology, with a focus on the use of mouse models to study autism. He is also a dedicated jazz pianist.

COGNITIVE SCIENCE TRACK

Draws students from all majors who are interested in an interdisciplinary exploration of how the mind works. Students explore connections between Philosophy, Psychology, Artificial Intelligence, Linguistics, Neuroscience, and Anthropology.

What are the benefits?

- Small classes
- Individual attention and one-on-one interaction with faculty
- Research experience
- Great preparation for graduate school
- The Cognitive Science Honors designation on diploma/transcripts

How does the track operate?

The core requirements of the track include 15 credits. Nine of these credits are from three courses and the remaining six credits are applied to a two-semester thesis project (see description below). Upon completion of the thesis project, students present their research findings in a public forum.

Students in the Cognitive Science track have produced the following theses: “Mental Representation, Consciousness and Blindsight,” “The Philosophical Notion of Representation,” “Philosophy of Mind and Music,” “Consciousness and its Relation to Sensory and Motor Modalities,” and “Cognitive Implications of Neural Plasticity in Brain Damage”

Who is eligible?

The track is open to all majors but draws primarily from psychology, anthropology, biology, computer science, education and philosophy. A minimum 3.0 GPA is required.

How do I enroll?

Email the Track Director Dr. Amy Learmonth learmontha@wpunj.edu or call or email Jan Pinkston, 973-720-2765, pinkstonj@wpunj.edu.

Required Courses

CGSI 2000 Cognitive Science: The Interdisciplinary Study of the Mind

Cognitive Science is an interdisciplinary study of the mind/brain. Students will gain an understanding of how the different constituent areas (Psychology, Anthropology, Neuroscience, Computer Science, Philosophy and Linguistics) are the rich foundation of Cognitive Science by directly interacting with the *experts in those fields*. This will provide the student with an overview of the field of cognitive science and the general methodologies used within those fields. Prerequisites: PSY 110, PHIL 110, any Biology course

CGSI 3000 Selected Topics in Cognitive Science

In this course we will examine basic concepts and problems found in several of the disciplines that make up cognitive science. We will begin with an historical overview, a review of brain anatomy and physiology, and explore the impact of the computer metaphor in cognitive science. We will explore some of the issues within Cognitive Science in depth. Topics will range from theories on how we construct our visual world, to the representation of the self. Prerequisite: CGSI 200

PSY 3750 Cognitive Psychology

This course critically examines people’s information-processing capabilities and limitations. Emphasis is placed on the theoretical principles that underlie the attention, perception, and

memory of events as well as current research problems. Prerequisite: PSY 2030 recommended.

CGSI 4010 Cognitive Science Honors Thesis I

This is a research-based course. Although students will have already been exposed to at least one research methods course prior to the thesis course, an overview of the logic of research and the methodology will be presented. Research methods open to the students include computer modeling and simulations, experimental and quasi-experimental designs, qualitative research methodologies, discourse analysis and think-aloud protocols. The 'how to' of research will be explored in detail. Students, in consultation with faculty, will select a topic for their research project. The exploration of the research topic will be the primary focus of the course. Formal oral and written presentations of the research proposal will be completed. Prerequisite: CGSI 3000

CGSI 4020 Cognitive Science Honors Thesis II

This is the second component to the Cognitive Science Honors Thesis. Students will have already selected a research topic for their thesis, and the literature review will have been completed. The focus of this component of the thesis will be on data collection and analysis and finally on the oral and written presentation of the students' research. Prerequisite: CGSI 401

About the Track Director: Dr. Learmonth is a developmental psychologist with a research focus on the development of memory and spatial ability. Most of her research is with young children and uses techniques such as deferred imitation and search tasks (both real world and virtual) to examine the changes in memory and spatial ability over the first six years. Her specific research is currently on the use of landmarks and geometric features in spatial memory and navigation. She is also currently working on a project that will look at early spatial competence and memory binding as a window into infantile amnesia. Recent publications by Dr. Learmonth have appeared in *Developmental Science*, *Psychological Science*, *Memory and Cognition* and the *Journal of Experimental Child Psychology*.

HUMANITIES TRACK

The Humanities Honors track provides an exploration of the interdisciplinary relations between literature, history and philosophy. It is open to students from all majors in the University who wish to enrich their major field of study with this broader cultural context or who enjoy the life of the mind in reading, discussing and writing about ideas.

The Humanities track provides a direction for the examination of human, social and universal nature that connects with the social and natural sciences but also has its own value. Drawing from the realms of literature, art, music, philosophy, history, languages and religion, this track allows the student to examine a wide variety of human ideas, actions, values and creative productions from Classical Greece to our current Modern and Post-Modern era.

Like the other Honors tracks, the Humanities Honors track functions like a minor in the student's curriculum, providing a distinct set of courses to enrich the student's major and the general university experience. The initial work in the track focuses upon foundational ideas and themes in Western culture, while the research projects encompass whatever culture(s) that suits the student's interests. Many students have explored the culture of their ancestors, as others have looked at Greek poetry or modern jazz.

Students complete a year-long Seminar (Seminars 1 & 2) examining the connections between literature, history and philosophy in Western culture and then take one Colloquium limited to one cultural period, such as Classical Greece and Rome, Medieval, Enlightenment, or Contemporary. The culmination of the study is the year-long research and thesis project usually in the senior year, offering the opportunity to work independently with the guidance of a selected faculty member.

The completion of this project provides not only a fitting expression of the student's college accomplishments but also a valuable representation of their abilities for graduate school and future employers. There are courses available for both daytime and evening students.

What are Humanities Thesis topics?

Students in the Humanities track have produced a wide variety of theses, some titles are included here: "Transplanting El Cactus: From Mexican to Latino," "Allegory in the Poetry of William Blake as the Answer to the Physical/Spiritual Duality," "Walden: Transcendentalism and the American Dream," "Holy Mother Church: Anti-Catholic Satire in Shakespeare's *Hamlet*," "Total Quality Management's Impact on Human Behavior," "What it Means to Be Human," and "Sweetest Tongue as the Sharpest Tooth: The Evolution of 'Little Red Riding Hood'".

Humanities Honors track Curriculum:

HONORS COURSES

15 credits

All students take TWO of the following four Seminars:

HUMH 1990 *Humanities Honors Seminar I: Representations of Humanity Past and Present*

HUMH 2000 *Humanities Honors Seminar II: Representations of Humanity Past and Present*

HUMH 2010 *Humanities Honors Seminar III (evening): Humanities and Technology in Today's World*

HUMH 2020 *Humanities Honors Seminar IV (evening): Representations of Humanities through Historical Perspectives*

Plus ONE of the following four Colloquia:

HUMH 3000 *The 20th Century and Its Discontents* (offered Spring 13)

HUMH 3010 *The Enlightenment: Origins of Modern Consciousness* (offered Spring 14)
HUMH 3020 *Medieval and Renaissance Culture* (offered Spring 15)
HUMH 3030 *Classical Tradition and Christian Civilization* (offered Spring 16)

Plus TWO semesters to research and write their thesis

HUMH 4010 *Humanities Honors Thesis Seminar I: Research*
HUMH 4020 *Humanities Honors Thesis Seminar II: Writing*

How do I enroll?

Email or call the Track Director Dr. John Peterman, 973-720-3030, petermanj@wpunj.edu or call or email Jan Pinkston, 973-720-3776, pinkstonj@wpunj.edu.

About the Track Director: Dr. John Peterman got his Ph.D. in 1980 from the Pennsylvania State University. He is interested in ancient Greek philosophy (particularly Plato), American pragmatism (particularly Dewey). He teaches courses in Ancient Philosophy, Plato, Aristotle, Environmental Ethics, and Life Science Ethics. He coordinates the Humanities Honors track. He is an avid hiker and has successfully completed the New York City Marathon three times (best time: 4:15).

INDEPENDENT TRACK

The Independent track exists to accommodate students whose research interests are not part of another Honors track. Working with the Director of the Honors College, students design a track that suits their needs. Students must take a series of courses or independent study classes as part of the track and they must complete a final thesis or project.

Students interested in the Independent track must meet with the Director of the Honors College to discuss their interests. The student must locate one or two advisors from appropriate academic departments to help mentor them. The student and advisor will choose the courses for the track, and they will outline a proposal for the Honors thesis or project. The student will submit a 3-page proposal to the Director of the Honors College that describes each class that will be part of the track and provides a description of the thesis or project. The Director of the Honors College must approve the proposal for a student to enter the Independent track.

For further information on this track, consult the coordinator, Dr. Susan Dinan, Director, University Honors College, 973-720-3658 or dinans@wpunj.edu.

About the Track Director:

Susan Dinan received her Ph.D. in European History from the University of Wisconsin-Madison in 1996 and is a Professor in the Department of History. Her research examines gender, poor relief, and healthcare in early modern Europe. She is currently researching outbreaks of plague in sixteenth- and seventeenth-century France and England. She enjoys working out, tennis, knitting, and cooking.

LIFE SCIENCE AND ENVIRONMENTAL ETHICS TRACK

The Life Science and Environmental Ethics Honors track addresses ethical, political, and social issues in the life science fields of biology, medicine, and the environmental sciences. Such issues include the manipulation of genetic material in foods or insect pests or human embryos, the creation of new medicines and technologies to sustain or even create life, and the environmental trade-offs that our expanding population confronts from land use planning and disposal of hazardous waste to the preservation of natural environments and the protection of clean air and water. Understanding and working with such issues requires clear and analytical thinking, an understanding of classical ethical arguments, and experience in the settings where the decisions are made. The Life Science and Environmental Ethics Honors track provides the relevant training and experience for pursuing these interests. As with the other Honors tracks, the Life Science and Environmental Ethics Honors track functions like a minor, offering a distinctive set of courses that adds breadth to and reinforces a student's chosen major.

Open to students of any major, this track could be of special interest to science students who wish to explore the ethical issues caused by their scientific knowledge or to business students who wish to better understand the ethical dimensions of the technical areas in which they will soon be working. After completing at least two science courses (by advisement), during the first two years at William Paterson, the student takes a set of three courses in the track. These courses expand the student's understanding of the process of scientific investigation, expose them to the major ethical systems, and through the mechanism of the case study, explore the interfaces among ethics, science and the law. Next, the student completes a one semester intensive internship with an agency that deals with ethical issues in the lives of humans, animals, or an aspect of human environmental interaction. Finally, the student will integrate classroom and practical experience with scholarship in a senior thesis.

For further information on this track, consult the coordinator, Dr. Karen Swanson, Department of Environmental Science, 973-720-2589.

About the Track Director:

Karen Swanson received her Ph.D. in Geochemistry and Mineralogy from the Pennsylvania State University in 1988 and is an Assistant Professor in the Department of Environmental Science. She is primarily interested in two areas of inquiry: the behavior of pollutants in natural water systems, and the best ways to teach science at all levels.

MANAGEMENT TRACK

The Management track provides a more in-depth study of the science of Management as part of the B.S. in Business Administration. Honors students will have a unique opportunity to interact with professors in an intensive manner, and to engage in serious writing on their favorite issues in a more comprehensive and professional manner than the regular curriculum allows. As with the other tracks of the University Honors Program, the Management Honors track functions like a minor, offering a distinctive set of courses that adds breadth to and reinforces the major. While topics will be anchored in the world of business, they will have discussions rooted in theoretical traditions from a variety of social sciences (in particular economics, sociology, anthropology, and history).

Students in the Management track will take Honors sections of fundamental courses in the College of Business, which will include sophisticated projects in Management and other topics. Students will then enroll in an Honors research methods seminar, and then a thesis course. All students in the Management track will produce a final thesis or project under the guidance of a faculty mentor.

Who should apply?

Open to students in the Christos M. Cotsakos College of Business. The track will be especially helpful to students seeking careers in law, management consulting, technology industries, and those who plan to apply to a quality MBA program. All students in the track must have a cumulative GPA of 3.0 or higher.

How do I enroll?

For further information on this track, consult the coordinator, Dr. Bela Florenthal, Department of Marketing and Management Sciences, 973-720-3679 or florenthalb@wpunj.edu or call or email Jan Pinkston, at 973-720-3776, pinkstonj@wpunj.edu.

What courses will I take?

Track courses are usually taken in numerical sequence but, with the permission of the Track Director, students may modify the order in which they take the courses.

Principles of Management (Special Honors Section of MGT 2000).

Prerequisite: Admission to the Management Honors track

Principles of Marketing (Special Honors Section of MKT 2100).

Prerequisite: Admission to the Management Honors track

Business Strategy and Policy (Special Honors Section of MGT 4600).

Prerequisite: Admission to the Management Honors track

Management Honors 4010 – Honors Thesis I

This course represents the first part of a 6-credit Honors thesis, which must be conducted over two semesters and undertaken in the junior or senior year. It will be a core component of the Honors track in Management. Honors Thesis credits will be applied towards major concentration requirements.

MGT 4010 comprises pedagogy relating to business research in Management. The student will cover topics relating to research methodology, theory building, a refresher on relevant analytic techniques and proposal writing. They will also learn to review and critique professional writing. The goal of MGT 4010 is to help Honors students develop

critical thinking skills and analytical capabilities that will help them execute an intensive and original research project in the subsequent semester.

Students will choose a suitable topic for their Honors Thesis in MGT 4010. They will be required to develop a research proposal that identifies the basic research question, includes a sufficient literature review, and provides a detailed plan of research including timelines for completion. The Honors Thesis will be supervised by an academic mentor chosen from the full time faculty of the Department of Marketing and Management Sciences.

Prerequisites: MGT 2000 – Honors, MKT 2100- Honors, and MGT 4600- Honors, or permission of the Track Director.

Management Honors 4020 – Honors Thesis II

This course represents the second part of a 6-credit Honors thesis, which must be conducted over two semesters and undertaken in the junior or senior year. It will be a core component of the Honors tracks in Management. Honors Thesis credits will be applied towards major concentration requirements.

MGT 4020 involves the actual conduct of research by a student, following up from a proposal made by the student in MGT 4010. Students fine tune and pretest their data collection instruments, collect relevant data, analyze it using qualitative/quantitative techniques, and write up their results in a paper that uses theory from Management and relevant disciplines in organizational studies and social sciences.

The goal of MGT 4020 is to help Honors students learn to execute and present research, and practice their critical thinking skills and analytical capabilities that they were exposed to in MGT 4010. The empirical study to be conducted in MGT 4020 will be supervised by an academic mentor chosen from the full time faculty of the Department of Marketing and Management Sciences.

Prerequisites: MGT 4010 or permission of the Track Director.

About the Track Director:

Dr. Florenthal holds a Ph.D. in Marketing from Smeal College of Business Administration, Pennsylvania State University, PA, and a Master of Science in Business Administration from the Technion-Israel Institute of Technology, Haifa, Israel. Her research interests include E-tailing/retailing and social media in retailing, the impact of cultural differences on shopping behavior and the impact of green (Eco-friendly) marketing on consumer behavior.

MARKETING TRACK

The Marketing track provides a more in-depth study of the science of Marketing as part of the B.S. in Business Administration. Honors students will have a unique opportunity to interact with professors in an intensive manner, and to engage in serious writing on their favorite issues in a more comprehensive and professional manner than the regular curriculum allows. As with the other tracks of the University Honors Program, the Marketing Honors track functions like a minor, offering a distinctive set of courses that adds breadth to and reinforces the major. While topics will be anchored in the world of business, they will have discussions rooted in theoretical traditions from a variety of social sciences (in particular economics, sociology, anthropology, and history).

Students in the Marketing track will take Honors sections of fundamental courses in the College of Business, which will include sophisticated projects in Marketing and other topics. Students will then enroll in an Honors research methods seminar, and then a thesis course. All students in the Marketing track will produce a final thesis or project under the guidance of a faculty mentor.

Who should apply?

Open to students in the Christos M. Cotsakos College of Business. The track will be especially helpful to students seeking careers in law, management consulting, technology industries, and those who plan to apply to a quality MBA program. All students in the track must have a cumulative GPA of 3.0 or higher.

How do I enroll?

For further information on this track, consult the coordinator, Dr. Bela Florenthal, Department of Marketing and Management Sciences, 973-720-3679 or florenthalb@wpunj.edu or call or email Jan Pinkston, at 973-720-3776, pinkstonj@wpunj.edu.

What courses will I take?

Track courses are usually taken in numerical sequence but, with the permission of the Track Director, students may modify the order in which they take the courses.

Principles of Management (Special Honors Section of MGT 2000).

Prerequisite: Admission to the Marketing Honors track

Principles of Marketing (Special Honors Section of MKT 2100).

Prerequisite: Admission to Marketing Honors track

Business Strategy and Policy (Special Honors Section of MGT 4600).

Prerequisite: Admission to the Marketing Honors track

Marketing Honors 4010 – Honors Thesis I

This course represents the first part of a 6-credit Honors thesis, which must be conducted over two semesters and undertaken in the junior or senior year. It will be a core component of the Honors track in Marketing. Honors Thesis credits will be applied towards major concentration requirements.

MKT 4010 comprises pedagogy relating to business research in Marketing. The student will cover topics relating to research methodology, theory building, a refresher on relevant analytic techniques and proposal writing. They will also learn to review and critique professional writing. The goal of MKT 4010 is to help Honors students develop

critical thinking skills and analytical capabilities that will help them execute an intensive and original research project in the subsequent semester.

Students will choose a suitable topic for their Honors Thesis in MKT 4010. They will be required to develop a research proposal that identifies the basic research question, includes a sufficient literature review, and provides a detailed plan of research including timelines for completion. The Honors Thesis will be supervised by an academic mentor chosen from the full time faculty of the Department of Marketing and Management Sciences.

Prerequisites: MGT 2000 – Honors, MKT 2100- Honors, and MGT 4600-Honors, or permission of the Track Director.

Marketing Honors 4020 – Honors Thesis II

This course represents the second part of a 6-credit Honors thesis, which must be conducted over two semesters and undertaken in the junior or senior year. It will be a core component of the Honors tracks in Marketing. Honors Thesis credits will be applied towards major concentration requirements.

MKT 4020 involves the actual conduct of research by a student, following up from a proposal made by the student in MKT 4010. Students fine tune and pretest their data collection instruments, collect relevant data, analyze it using qualitative/quantitative techniques, and write up their results in a paper that uses theory from Marketing and relevant disciplines in organizational studies and social sciences.

The goal of MKT 4020 is to help Honors students learn to execute and present research, and practice their critical thinking skills and analytical capabilities that they were exposed to in MKT 4010. The empirical study to be conducted in MKT 4020 will be supervised by an academic mentor chosen from the full time faculty of the Department of Marketing and Management Sciences.

Prerequisites: MKT 4010 or permission of the Track Director.

About the Track Director:

Dr. Florenthal holds a Ph.D. in Marketing from Smeal College of Business Administration, Pennsylvania State University, PA, and a Master of Science in Business Administration from the Technion-Israel Institute of Technology, Haifa, Israel. Her research interests include E-tailing/retailing and social media in retailing, the impact of cultural differences on shopping behavior and the impact of green (Eco-friendly) marketing on consumer behavior.

MUSIC TRACK

The music honors track is designed to enhance the existing degree programs in music; it is not a stand-alone degree.

Components:

Four semesters of music honors seminars

Contractually enhanced content of selected courses in the student's particular music major program

Capstone project in the senior year - a culmination of the student's honors experience, in the form of a lecture, paper, musical score, report of research, recital or performance

Students have pursued a variety of interests in their theses. Some thesis projects include: "The Music of Ralph Towner" (a lecture and presentation), "The Application of the Alexander Technique to Instrumental Practice" (lecture and presentation), "Aspects of the Music of Sonny Rollins" (lecture and presentation with transcriptions), "The Modern Jazz Ballad" (lecture and presentation), "Analysis of Hindemith's Tuba Sonata" (a paper), "The Process of Improvisation" (paper), "Ravel's *Le Tombeau de Couperin*" (a performance with analytic commentary), "An Analysis of Samuel Barber's Knoxville: Summer of 1915" (paper), and "An Introduction to the World of Early Jazz Guitar" (paper). Students have also explored the popular music of Brazil, transcribed piano pieces for an instrumental ensemble, and performed original compositions.

Who may apply?

Music majors of all levels with an interest in music as a liberal art beyond its vocational aspects.

How do I enroll?

Email or call the Track Director Dr. Jeffrey Kresky, 973-720-3470, kreskyj@wpunj.edu or call or email Jan Pinkston, 973-720-3776, pinkstonj@wpunj.edu.

About the Track Director:

Dr. Jeffrey Kresky holds a B.A. from Columbia, and a Ph.D. from Princeton. He is a music theorist, with an emphasis in analysis and criticism; a composer, keyboardist and conductor; and author of *Tonal Music: 12 Analytic Studies (Indiana)*, *A Reader's Guide to the Chopin Preludes (Greenwood)*, and articles and reviews in *Perspectives of New Music*, *Gettysburg Review*, and *The Music Review*. He was appointed to William Paterson University in 1973 and has served as the coordinator of the Music track since its inception.

NURSING TRACK

The Nursing Honors track provides an in-depth experience in nursing research and evidence-based practice for students who are pursuing a Baccalaureate in Nursing. Included with the standard nursing courses, there is the opportunity to develop a unique relationship with a nursing professor who will support and encourage a more comprehensive and extensive experience. Nursing honors students are prepared for the challenges of the healthcare arena and gain more advanced knowledge in evidence-based practice and research and the framework necessary to support an evidence-based practice.

Nursing honors students will take honors sections of fundamental science courses in the College of Science and Health and upon completion of all prerequisites they will continue their studies with nursing courses.

Who should apply?

The track is open to nursing majors who expect to continue their education to the masters and/or doctoral level. A minimum 3.0 GPA is required. Before beginning nursing courses the student must complete all of the requirements and prerequisites.

The Nursing Honors track will prepare the student to be a generalist nurse and include additional research courses and projects that will prepare this graduating student to work within the healthcare system acting as a novice evidence-based practicing nurse.

How do I enroll?

To enroll in the Nursing Honors track email Dr. Christina. B. McSherry, mcsherryc@wpunj.edu or contact Jan Pinkston, 973-720-3776, pinkstonj@wpunj.edu. Complete the track application and submit to the Honors College.

What courses will I take? / Nursing track Curriculum

In addition to the general nursing courses, the nursing honors track students are expected to complete several nursing courses at the honors level: Critical Thinking Honors and Leadership Seminar Honors. There are three additional courses that the nursing honors students must complete that are specific to the Nursing Honors track: Evidence-based Clinical Practice, Nursing Research Honors, and the Independent Research Seminar Honors.

The Evidence-based Clinical Practice and the Nursing Research Honors courses will prepare the nursing honors students for the Independent Research Project that they will implement with their professor during the Independent Research Seminar the last semester of their senior year.

About the Track Director:

Dr. Christina B. McSherry holds a Doctorate in Nursing Research and Theory Development from New York University and a Masters in Nursing Education from NYU. Her primary research interest is on end of life issues, specifically the changes that a person experiences as they live their dying experience. She has presented her research at different venues including: The Sixth Annual Conferences of the New Jersey End of Life Nursing Education Consortium (ELNEC), April 2011, and the New Jersey State Nurses' Association Convention, 2009.

Dr. McSherry has worked, with colleagues, on two federally funded longitudinal research studies:

Quality of Life for AIDS and Cancer Patients and their Family Caregivers; and Education and Social Support for Women with Breast Cancer and Their Partners.

Her publications include:

McSherry, C. B. (2010). The inner life at the end of life. *Journal of Hospice & Palliative Care Nursing*, 13(2), pg. 112.

Sherman, D. W., Norman, R., & McSherry, C. B. (2010). A comparison of death anxiety and quality of life of patients with advanced cancer or AIDS and their family caregivers. *Journal of the Association of Nurses in AIDS Care*, 21(2), 99-112. Doi:10.1016/j.jana.2009.07.007

Budin, W. C., Hoskins, C. N., Haber, J., Sherman, D. W., Maislin, G., Cater, J. R., Cartwright-Alcares, F., Kowalski, M. O., McSherry, C. B., Fuerbach, R., & Shukla, S. (2008). Breast cancer - education, counseling and adjustment among patients and partners: A randomized clinical trial. *Nursing Research*, 57(3), 199-213.

Sherman, D. W., Ye, X. Y., McSherry, C. B., Parkas, V., Calabrese, M., & Gatto, M. (2007). Symptom assessment of patients with advanced cancer and AIDS and their family caregivers: The results of a quality-of-life pilot study. *American Journal of Hospice & Palliative Medicine*, 24(5), 350-365.

Sherman, D. W., Ye, X. Y., McSherry, C. B., Parkas, V., Calabrese, M., & Gatto, M. (2006). Quality of life of patients with advanced cancer and acquired immune deficiency syndrome and their family caregivers. *Journal of Palliative Medicine*, 9(4), 948-963.

PERFORMING AND LITERARY ARTS TRACK

The Performing and Literary Arts Track is a cross-disciplinary program for students interested in one or more aspects of creative accomplishment.

About the track

Students may focus on any of the creative arts, such as creative writing (fiction, poetry, playwriting), film-making, music composition/performance, visual art, photography, acting—or any combination thereof, such as visual art and writing, musical composition and writing, photography and poetry, etc. The outcome will be a completed artifact, and a public performance—held on campus and open to the college community and the community-at-large.

As is true for the other tracks in the University Honors College, Performing and Literary Arts is not a major, but a distinctive set of courses that adds breadth to, and reinforces, a student's chosen major. With the approval of the Track Director, each student selects five courses to assist him/her in both the preparation of the creative project and the formal presentation thereof. One of the five courses will be the PLA Thesis course in the student's final year. During this course the student will develop and complete his/her project.

How do I enroll?

Email or call the Track Director, Dr. Philip Cioffari, 973-720-3053, cioffarip@wpunj.edu or call or email Jan Pinkston, 973-720-3776, pinkstonj@wpunj.edu.

About the Track Director

Philip Cioffari is the author of three books of fiction: the mystery/thriller, CATHOLIC BOYS; the short story collection, A HISTORY OF THINGS LOST OR BROKEN, which won the Tartt Fiction Prize, and the D. H. Lawrence award for fiction; and, most recently, JESUSVILLE. His short stories have been published widely in commercial and literary magazines and anthologies, including *North American Review*, *Playboy*, *Michigan Quarterly Review*, *Northwest Review*, *Florida Fiction*, and *Southern Humanities Review*. He has written and directed for Off and Off-Off Broadway. His Indie feature film, which he wrote and directed, LOVE IN THE AGE OF DION, has won numerous awards, including Best Feature Film at the Long Island Int'l Film Expo, and Best Director at the NY Independent Film & Video Festival. He is a Professor of English, and director of the Performing and Literary Arts Honors track, at William Paterson University. www.philipcioffari.com

SOCIAL SCIENCES TRACK

Through a series of seminars and a carefully-supervised research project in an area of personal interest, students explore how the social sciences share some intellectual heritage and how they can come together to address problems confronting the contemporary world. Track participants will examine the perspectives of psychology, sociology, political science, and anthropology on matters including the family, work life, the legal system, religion, hatred, aggression, poverty, international conflict, and other topics.

Who should apply?

Open to students from any concentration, the track is expected to draw primarily from sociology, psychology, political science, and anthropology majors. Students from business and communication have also enrolled. GPA must be at least 3.0.

Students in the track can expect a unique learning opportunity led by interdisciplinary teams of accomplished social scientists who are committed to their role as teachers. Students will read and discuss some of the finest thinkers in history and learn how to conduct meaningful social science research. We hope that many students in this track will be able to present their findings at scholarly conferences and, even, to publish their work.

The Social Sciences Honors track is particularly appropriate for students who want to strengthen their applications to law school or graduate school in psychology, sociology, political science, anthropology, and associated fields.

Can I handle this along with everything else I'm doing?

We are committed to helping you succeed. Track courses can count toward fulfillment of UCC requirements. We encourage you to give it a try.

How do I enroll?

Email or call the Track Director Dr. Neil Kressel, 973-720-3389, kresseln@wpunj.edu or call or email Jan Pinkston, 973-720-3776, pinkstonj@wpunj.edu.

What are possible thesis topics?

Students select research topics in conjunction with the Track Director and other faculty members. Many topics in psychology, sociology, anthropology, political science, and other social sciences can be appropriate. Some recent thesis projects have explored the role of profiling in airport security, the portrayal of Native Americans in film, the adoption of Asian children by non-Asian parents, the formation and consequence of group identity in African Americans, the stereotypical ways male and female feminists are viewed, the consequence of dating violence for college women, the implications of targeted advertising for young African Americans, and the childhood origins of the dependent personality type in college women.

What courses will I take?

Track courses may be taken in any order with the permission of the director.

Social Science Honors 2010 – Honors Seminar in the Social Sciences I: Theory

As social scientists attempt to decipher human social behavior, they make various moral, theoretical, political, and methodological choices. The first two seminars in the track examine the intellectual origins of such choices. A special effort is made to identify where the various social science disciplines differ and where possibilities exist for interdisciplinary cooperation. Students in the first seminar explore these

issues while reading and discussing classic works in psychology, sociology, political science, and anthropology.

Prerequisite: Admission to the Social Sciences Honors track

Social Science Honors 2020 – Honors Seminar in the Social Sciences II: Methodology

This seminar focuses on the various methodologies of the social sciences. As in SSH 2010, students read important social scientific studies in the original. An effort is made to use such works, often drawn from scientific journals, as the basis for discussion of methodological questions. The seminar covers qualitative as well as quantitative approaches.

Prerequisite: Admission to the Social Sciences Honors track.

Social Science Honors 3010 – Honors Seminar in the Social Sciences III: Application

Each semester, this seminar examines a different social dilemma from a variety of social science perspectives. Seminars may address: (1) Law and Justice, (2) International Conflict, (3) Family Matters, (4) Religion, or other topics.

Prerequisite: Admission to the Social Sciences Honors track or permission of the Track Director. Students may repeat this course for credit, though subsequent enrollments would count as electives.

Social Science Honors 4010 – Honors Thesis I

Students design and carry out research in preparation for writing an honors thesis. We will embrace methodological diversity, requiring primarily that a project be feasible and fall within the domain of the social sciences broadly conceived. Faculty members are committed to helping students conduct successful research.

Prerequisites: SSH 2010, SSH 2020, and SSH 3010 or permission of the Track Director.

Social Science Honors 402 – Honors Thesis II

Students write and present an honors thesis.

Prerequisite: SSH 4010 or permission of the Track Director.

About the track:

Representatives from psychology (Dr. Neil Kressel), political science (Drs. John Mason and Michael Principe), sociology (Dr. Mary Pat Baumgartner), and anthropology (Dr. Maria Villar) have collaborated to create this track as part of the University Honors College. These faculty members and others will teach the required courses and supervise student research. Drs. Parillo (sociology), Lune (sociology), Korgen (sociology), Flint (sociology), Principe (political science), Heinzen (psychology), and Haines (psychology) have also taught in the track.

About the Track Director:

Professor Neil Kressel holds a Ph.D. in social psychology from Harvard University and an M.A. in comparative history from Brandeis University. A recipient of William Paterson's award for excellence in research and scholarship and – recently – a Visiting Fellow at Yale University, his books include: *Bad Faith: The Danger of Religious Extremism* (Prometheus, 2007), *Mass Hate: The Global Rise of Genocide and Terror* (Plenum, 1996; rev. ed., Perseus/ Westview Press/Basic Books, 2002); *Stack and Sway: The New Science of Jury Consulting* (Perseus/ Westview Press/Basic Books, 2002; paperback, 2004), and *Political Psychology* (Paragon House, 1993). He very much enjoys supervising undergraduate student theses.

ADVISEMENT AND SUPPORT

ADVISEMENT:

Honors students who have not declared a major are advised by the Director of the University Honors College. Students who have declared a major are advised by a member of their major department and by a member of the University Honors College, who is typically their track Director. Students can locate the name of their advisor using WP Connect on the Self Service tab. Students are always welcome to come to the Honors office for advising.

SUPPORT:

The Academic Support Center

(973-720-3324)

Hunziker Wing 218

The Academic Support Center provides free tutoring in most University Core Curriculum subjects to help students achieve academic success. Students meet with tutors individually or in small groups. Tutoring techniques vary, depending on the student's learning style and the subject matter. These range from a simple review of written assignments to computer assisted instruction. The Center also organizes and conducts study skills workshops frequently throughout the semester. Topics covered include textbook reading and analysis, test taking skills, note taking, and time management. The Early Alert for Student Success program is coordinated by the Center. This program is designed to assist students who are experiencing problems that are interfering with academic progress. Students complete an early alert form with their instructors or advisors, and then take this form to the recommended support service, where they receive prompt assistance, e.g., tutoring, counseling, etc.

The Science Enrichment Center

(973-720-3340)

Science Hall East 3023

At the Science Enrichment Center (SEC), students work with tutors individually and in study groups in a resource-rich environment that supplements the material that science classes study. The Center offers study skills workshops; use of anatomical models; a test bank and other reference materials; computer program, CD-ROMs, and video disks. Students may drop in for individualized assistance or join a pre-scheduled study group led by experienced tutors who work closely with faculty members to ensure that students' time is spent focusing on relevant class material.

Call 973-720-3340 for a schedule and complete information.

The Writing Center

(973-720-2633)

The Atrium

Writing Center tutors can help you

- improve your writing skills;
- sharpen your critical thinking ability;
- clarify your interpretation of poems, plays and short stories;
- document your research papers;
- develop your word processing skills.

No appointment is required; call 973-720-2633 for hours of operation. (Remember to bring your own disk.)

GRANT INFORMATION

William Paterson University directs the Student Undergraduate Research Program. The program is designed to foster and reward outstanding intellectual inquiry and creative work by William Paterson University undergraduate students who are enrolled in full-time study. It offers up to \$2000 in individual grants to students for research projects that may extend over one or two semesters of one academic year. Under the supervision of a faculty advisor/mentor, in any field of inquiry, students are invited to pursue research, scholarly, and creative projects related to their major field of study.

The program funds student initiated independent research, as well as student-faculty collaborations. The proposed inquiry must demonstrate how it will enhance student research skills and knowledge beyond regular classroom level activities.

To apply, students must have at least a 3.0 GPA, and they must have completed 60 college credits, including 15 credits in their major.

Deadline for summer and fall submission: 15 March
Deadline for spring submission: 15 October

Applications are available at the Office of the Provost, 100 Raubinger Hall and at the Office of Undergraduate Research, 340 Science Hall

SCHOLARSHIP INFORMATION

All students applying for scholarships at William Paterson University are required to file a Free Application for Federal Student Aid (FAFSA). In addition, transfer students must submit a financial aid transcript from their previous institution(s). To allow for processing time, students are encouraged to file a FAFSA by **April 1st**. The FAFSA may be completed on line at www.fafsa.org. The FAFSA form is also available in high school guidance offices, community organizations and College and University financial aid offices. Note: The undergraduate award process begins as early as **February 1st**; therefore it is advisable to submit applications early.

INSTITUTIONAL SCHOLARSHIPS, Administered by the Undergraduate Admissions Office
William Paterson University offers merit based scholarships to incoming freshmen and students transferring to William Paterson after beginning their studies at another college or university (more detailed description outlining criteria, deadline, application, and supporting documentation can be found on the Admissions web page under Scholarships for first-year and transfer students).

Freshmen Awards (EFFECTIVE FALL 2008):

Trustee Scholarships: \$2,000 to \$7,000 scholarships, awarded to high-achieving high school students for their academic accomplishments, high school record and SAT (critical reasoning and math).

Talent Trustee Scholarships: \$1,000 to full tuition scholarships, awarded to high-achieving high school students, merit based with an emphasis on enrollment of students who demonstrate an exceptional level of potential, creative talent in their art portfolio or music audition.

University Honors College Scholarships: \$2,000 scholarships, awarded to high-achieving high school students, who are admitted to and enroll in the William Paterson University Honors College.

Academic Excellence Scholarships: (15) four-year \$1,000 scholarships, based on academic achievement and extracurricular activities, high school record and SAT (critical reasoning and math).

Educational Enrichment Grants: (30) four-year \$1,000 awards, based on high academic profiles, extracurricular activities and demonstrated leadership. Preference is given to students attending New Jersey high schools in an ABBOTT school district.

Transfer awards (EFFECTIVE FALL 2008):

Transfer Presidential Scholarship: \$3,000 to \$4,000 scholarships, awarded to transfer students, based on number of credits or earned associate degree and college grade point average.

University Honors College Scholarships: \$2,000 scholarships, awarded to high-achieving transfer students, who are admitted to and enroll in the William Paterson University Honors College.

New Jersey Residents Attending New Jersey Community Colleges: NJ STARS – scholarships equivalent to the difference of tuition and fees minus the sum of all grant and scholarship funds from which the student is eligible to receive. Awarded to NJ STARS I associate degree graduates with a cumulative grade point average of 3.0 or higher.

New Jersey Residents Attending New Jersey Community Colleges: Phi Theta Kappa Presidential Scholarships – full tuition scholarships, awarded to transfer students, who have earned an associate’s degree from a New Jersey community college, have a cumulative grade point average of 3.50 or higher and are members of Phi Theta Kappa honor society.

All incoming students:

New Jersey World Trade Center Dependent Waiver Program: full tuition and fees scholarships, awarded to New Jersey resident, children or spouses of those who died in the World Trade Center terrorist attacks.

ACADEMIC DEPARTMENTAL SCHOLARSHIPS AND AWARDS

These Foundation Scholarships and Awards are offered annually by the following academic departments, pending renewal by the donors.

COLLEGE OF ARTS AND COMMUNICATION

Marguerite Tiffany Scholarships

Two \$750 awards created by family and friends in memory of Marguerite Tiffany, awarded to deserving incoming or continuing art students as chosen by the Art Department representatives. For more information, contact the William Paterson University Art Department (973) 720-2402

Music Faculty Award

Ten to fifteen awards funded by the Music Faculty and ranging from \$150 to \$400, awarded annually to outstanding Music students. For more information, contact the William Paterson University Chairperson of the Music Department (973) 720-2315

Music Department Talent awards

Awards are provided for incoming and continuing students based on outstanding musical talent ranging from \$300-\$500. Awards are granted for one year, and may be renewable each year through the Music Department. Applications are available through the Music Department and must be submitted at the time of application or early in the spring semester. For more information, contact Cameron MacManus, Director of Music Admissions (973) 720-3466 or Dr. Jeffrey Kresky (973) 720-3470

Nancy Deatz Clancy Scholarship

One scholarship created by friends and family in memory of Nancy Deatz Clancy. Awarded to a student majoring in Music. For more information, contact the William Paterson University Chairperson of the Music Department (973) 720-2315

Tami Cotsakos ’71 Music Scholarship

A number of scholarships ranging from \$2,000 to \$3,000 have been created by alumna Tami Cotsakos for classical music students in recognition of their outstanding musical talents. Recipients are expected to meet the normal expectations of the Music Department. Scholarships may be renewable for up to four years with full-time status and a minimum cumulative GPA of 3.0. For more information, contact the William Paterson Music Department (973) 720-2315

Thad Jones Memorial Scholarships

Awards are granted to full-time students majoring in the Jazz Studies Program who demonstrate outstanding jazz performance. Each scholarship will be no less than the tuition for 3 credits and no more than 6. Scholarship awards are renewable upon meeting requirements specified by the Music Department. Scholarship applications are available through the Music Department. Students must submit the application with an audition tape of approximately 20 minutes of a

recent musical performance by March 15th. For more information, contact Dr. David Demsey, Jazz Studies Coordinator (973) 720-2268

COLLEGE OF EDUCATION

Paterson Teachers For Tomorrow

Several full tuition and fees scholarships have been created through the generosity of the Henry and Marilyn Taub Foundation, Raymond Miller, the John Victor Machuga Foundation and others. Recipients are graduates of the Paterson school district and members of the Future Teachers Club who want to return to Paterson to teach in an urban district. Award is net financial aid. Students are recommended through collaboration between the College of Education and the Paterson Public Schools. For more information, contact the College of Education (973) 720-3748

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Chatterjee Scholarship

Three \$2,000 scholarships are awarded to full-time students majoring in Asian Studies. Applicants must submit, for review and consideration by the Asian Studies Scholarship Committee; a scholarship application, including a 250 word essay explaining their interest in Asian Studies and at least one letter of recommendation, preferably from a faculty member/teacher. Chatterjee recipients are eligible to re-apply each year, by May 1st, for renewal of the scholarship with a letter of interest (a new letter of recommendation is not required). The application deadline is June 1, 2007. For more information, contact Dr. Pixy Ferris, Department of Communication (973) 720-3338

Desai Scholarship

Three \$1,000 scholarships are awarded to full-time students majoring or minoring in Asian Studies. Applicants must submit, for review and consideration by the Asian Studies Scholarship Committee; a scholarship application, including a 250 word essay explaining their interest in Asian Studies and at least one letter of recommendation, preferably from a faculty member/teacher. Desai recipients are eligible to apply each year, by May 1st, for renewal of the scholarship with a letter of interest (a new letter of recommendation is not required). The application deadline is June 1, 2007. For more information, contact Dr. Pixy Ferris, Department of Communication (973) 720-3338

COLLEGE OF SCIENCE AND HEALTH

C. Kent Warner Scholarships

Five awards of \$1,000 are presented to full-time Biology and Biotechnology undergraduate students each year. Scholarship awards are renewable based on a maintained cumulative GPA of 3.0 and continued undergraduate status as a Biology major. Applications are available in the Biology Department office and require an essay to be included with submission. The deadline is March 15th. For more information, contact the William Paterson University Chairperson of Biology (973) 720-2245

Improving Student Success in Biology and Biotechnology Scholarships (ISSBB)

Ten to twelve scholarships made available by a generous grant from the National Science Foundation. Scholarship awards will vary based on financial need, with a maximum award of \$9,000, and will be given each year to full-time WPUNJ students pursuing a B.S. in Biology or Biotechnology. These scholarships are renewable for up to four years given the student maintains a minimum cumulative GPA of 3.0 in science and math and a cumulative GPA of 2.8 or higher. Applicants must submit a completed scholarship application; two letters of recommendation, at least one of which must be from a science, math or technology instructor; and a personal statement outlining goals, financial need, education plans and career objectives. Scholarship Committee will review student college transcript(s) and high school transcript(s) for those

applicants who have earned less than 24 college credits. NOTE: To be eligible for an ISSBB Scholarship, the applicant must: provide documentation of U.S. citizenship, national or alien classification as a refugee; and have a current FAFSA on file with the Financial Aid Office. The application deadline is March 3, 2008. For more information, contact Dr. Eileen Gardner, Chair, Biology Department (973) 720-3441

FOUNDATION SCHOLARSHIPS

The following scholarships were made possible through the generosity of donors to the William Paterson University Foundation. Scholarships are subject to renewal by donors and actual amounts may vary depending on donations and accrued interest.

For consideration of the below Foundation Scholarships, please forward a letter of interest to the Office of Scholarships. The letter should indicate the following: why you feel you are deserving of a scholarship opportunity and list your academic accomplishments and community and extracurricular involvement. Our Foundation Scholarship committee meets in the summer to review and award these scholarships annually. For additional information on these scholarship opportunities, you may contact the Office of Scholarships at (973) 720-3720

Audrey and Albert Pelham Scholarship

One \$1,000 scholarship funded by Sally Hand. Scholarship is awarded to an African American student who is a graduate from an inner-city high school or returning to college to complete his/her degree. Scholarship is renewable for up to four years if the student maintains a minimum cumulative GPA of 2.5 or higher the first year and 2.75 for subsequent years.

Fred C. Rummel Scholarship

Multiple scholarships ranging from \$1,500 to \$2,500 funded by the Rummel Foundation. Scholarships are awarded to full-time undergraduate students enrolled in William Paterson University Honors College. Recipients must have graduated from a high school in either Essex or Union County in New Jersey, demonstrated academic achievement, leadership, trustworthiness and character through community service or high school activities and have demonstrated financial need. Scholarship may be renewable if a minimum cumulative GPA of 3.0 or higher is maintained.

John Victor Machuga Foundation Scholarship

Full tuition and fees scholarships created by the John Victor Machuga Foundation. Scholarships are awarded to graduates of a Passaic county high school who demonstrate significant financial need, qualify for financial aid and exhibit leadership traits that bring recognition to the University and/or the community.

North Jersey Regional Development Council Scholarship

One \$1,000 scholarship funded annually by the North Jersey Regional Chamber of Commerce. Scholarship is awarded to a student who resides in Bergen, Morris, Sussex, Essex, Warren, Hudson and Passaic counties, majoring in Business and demonstrates financial need. Scholarship is renewable if student maintains full-time status and a minimum cumulative GPA of 2.5

Russell and Ethel Muter Scholarship

One \$500 scholarship funded by Russell and Dr. Ethel Muter '73. Scholarship is awarded to a student who has an associate's degree from a community college in New Jersey, with preference given to Raritan Valley Community College. Recipient must be either a Math or Accounting major, have maintained satisfactory academic progress, and a minimum cumulative GPA of 3.2.

HONORS RESIDENCE COMMUNITIES

Honors Learning Community:

Honors students in their first year are encouraged to live in the Honors Community in High Mountain East, the residence hall for first year scholarship recipients. There is also a group of mentors, sophomores, juniors, and seniors, who reside in the learning community. Upper division students who serve as mentors are paired with first year students to provide guidance, offer advice, and help the new students adjust to life at college. If you are interested in becoming a mentor, contact the Honors Office.

It is our intention to bring Honors students together into a community where their academic efforts are supported through their residential experience, and where their experience will be enhanced through shared engagements from their peers, as well as staff and faculty. The Learning Community is a cooperative space that Honors faculty visits for casual conversations and to show films and moderate discussions. The community organizes student field trips to nearby cities and regions, and provides opportunities to participate in national conferences and meetings. Along with the academic experiences, the community has fun with social and cultural programming, and draws people out to enjoy the social experiences that college has to offer.

NATIONAL COLLEGIATE HONORS COUNCIL

The University Honors College is a member of the National Collegiate Honors Council (NCHC) which hosts a regional conference each spring at which students are welcome to present the findings of their research. Each fall the NCHC organizes a national conference for all of the colleges and universities in the nation with honors programs or colleges. Students may present their research at the national conference, they can attend sessions that discuss the structure and organization of different honors programs and colleges, and they have the opportunity to meet Honors students from across the country. Each year the University Honors College will take a group of students to these conferences.

According to its website, the NCHC values an atmosphere that promotes academic opportunity and challenge for Honors students and faculty. Within this intellectual environment, members of Honors communities demonstrate integrity, respect, and excellence. Through the Honors experience, participants realize enhanced personal, social, and intellectual development. The NCHC recognizes the importance of life-long learning and social responsibility in preparing individuals for an increasingly complex world. These beliefs and values are reinforced among member institutions through the collegiality and shared purpose of the NCHC.

STUDY ABROAD
THE NATIONAL STUDENT EXCHANGE PROGRAM
HONORS SEMESTERS

Students in the University Honors College are encouraged to spend a summer, semester or academic year studying at a different institution. Students may **study abroad** as part of any program under the sponsorship of the New Jersey State Consortium for International Studies, which has programs in Europe, Latin America, Australia, Asia and Africa.

For more information, please contact the Center for International Education
Raubinger 120, 300 Pompton Road, Wayne, NJ 07470
Telephone: (973) 720 - 3317 Fax: (973) 720 - 2336

The **National Student Exchange Program** enables students at William Paterson University who have a GPA of 2.5 or higher to attend up to one year of college in another state while having the option to continue paying William Paterson tuition or the host school's in-state tuition rates. The program includes over 170 colleges and universities in the United States, Puerto Rico, Guam, the U.S. Virgin Islands, and Canada.

For more information, please contact the Center for International Education
Raubinger 120, 300 Pompton Road, Wayne, NJ 07470
Telephone: (973) 720 - 3317 Fax: (973) 720 - 2336

The National Collegiate Honors Council (NCHC) sponsors **Honors Semesters** that feature experiential learning through a combination of interrelated courses integrated by their focus on the setting of each specific project. Honors Semesters are offered regularly to allow honors students from throughout the United States to gather for learning experiences away from their own campus. NCHC semesters offer a full load of transferable college credit and combine field studies, research, internships, seminars and a carefully planned living-learning environment that fully exploits the resources of the semester's locale. Past Honors Semesters have been offered in Rome, Washington D.C., the Grand Canyon, the Maine Coast, Puerto Rico and Morocco.

For more information, please see:
<http://nchchonors.org/honors.htm>

DEPARTMENTAL HONOR SOCIETIES

Alpha Kappa Delta – Gamma
National Sociology Honor Society
Please contact: Dr. Rosanne T. Martorella, 973-720-2388

Alpha Psi Omega
National Honor Society for Theatre
Please contact: Dr. Edward Matthews, 973-720-2994

Beta Beta Beta – Chi Rho
Biological Honor Society
Please contact: Dr. Robert Chesney, 973-720-3455

Kappa Delta Pi – Zeta Alpha
International Honor Society for Education
Please contact: Dr. Janis Strasser, 973-720-3140

Lambda Alpha Gamma
National Collegiate Honors Society for Anthropology
Please contact: Dr. Tom Gundling, 973-720-2566

Lambda Pi Eta - Beta Zeta
National Communication Honor Society
Please contact: Dr. Chriss Williams, 973-720-2431

Omicron Delta Epsilon - Chi
International Honor Society in Economics
Please contact: Dr. Taghi Ramin, 973-720-2781

Phi Alpha Theta – Rho Alpha
National History Honor Society
Please contact: Dr. Jonathan Bone, 973-720-2284

Phi Sigma Tau
National Philosophy Honor Society
Please contact: Dr. Ben Vilhauer, 973-720-2415

Pi Delta Phi
National French Honor Society
Please contact: Dr. Madhuri Mukherjee, 973-720-3630

Pi Lambda Theta
Honor Society in Education
Please contact: Dr. Alice Bolander, 973-762-6323 or Marion Turkish, 973-720-2469

Pi Mu Epsilon
National Mathematics Honor Society
Please contact: Dr. Madeleine Rosar, 973-720-3379

Pi Sigma Alpha – Iota Kappa
National Honor Society in Political Science
Please contact: Dr. Steve Shalom, 973-720-2188

Psi Chi
National Honor Fraternity in Psychology
Please contact: Dr. Laura Berness, 973-720-3936

Sigma Delta Pi
National Spanish Honor Society
Please contact: Dr. Maria Tajés, 973-720-3725

Sigma Tau Delta
International English Honor Society
Please contact: Dr. Brian O’Broin, 973-720-2641

Sigma Theta Tau – Iota Alpha
International Nursing Honor Society
Please contact: Dr. Colleen Barbarito, 973-720-3485 or Dr. Donita D’Amico, 973-720-3492

Upsilon Pi Epsilon -Gamma
National Honor Society in Computer Sciences
Please contact: Dr. Li-hsiang (Aria) S. Cheo, 973-720-2517

Triota Honors Society
National Honors Society for Women’s and Gender Studies
Please contact: Dr. Arlene Holpp Scala, 973-720-3405

WPU POLICIES AND PROCEDURES

This abbreviated information has been extracted from the Undergraduate Catalogue; see the Catalogue for the complete list of policies and procedures

Every student is expected to know and comply with all policies and regulations stated in this catalogue, in the *Student Handbook* and in each semester's *Master Schedule of Courses*. Students are also expected to be aware of and responsible for their scholastic standing at all times. This includes their cumulative and major grade point average, number of credits completed and progress toward meeting graduation requirements.

Academic Honors

Dean's List Students carrying a minimum of 12 credits who earn a grade point average of 3.45 or better are named to the Dean's List. Courses taken under the pass/fail option are not counted toward the 12- credit requirement.

Graduation Latin Honors Students who have completed at least 64 credits not including credits earned with pass/fail grades at William Paterson University and who graduate with a final grade point average of 3.45 or better for all undergraduate courses are recognized as honor students with the following designations:

Average of 3.45-3.64 = *cum laude*

Average of 3.65-3.84 = *magna cum laude*

Average of 3.85-4.00 = *summa cum laude*

Undergraduate second-degree students are not eligible for graduation honors.

Incomplete Policy

Work relating to grades of Incomplete (IN) must be completed and grades submitted by the end of the fourth week of classes in the semester subsequent to the semester in which the grade was issued. Grades of Incomplete (IN) may be assigned only when the student has successfully completed most of the work required for a course but, due to extraordinary circumstances, is unable to submit a portion of course work or completed final project (paper, exam, or other work) by the end of the semester. Under no circumstances should an Incomplete (IN) be assigned when, through negligence or with no acceptable excuse, a student fails to take an examination or to submit required work on time. Grades of Incomplete (IN) may be assigned only with an agreement of mutual understanding between the faculty member and the student expressed on an Incomplete Grade Form indicating the reason for the Incomplete (IN), the work to be completed, the work that had been completed for a grade, and deadline for completion. A copy of this agreement must be signed by the faculty member and student and approved by the department chair, with copies to the Dean of the College and the Registrar, when the grade of Incomplete (IN) is submitted.

Change of Existing Grade Regulations

1. Grade-change policy. A report of the student's grades is entered on the official record and is altered only upon the initiation of the instructor and the approval of the department chairperson and appropriate Dean.
2. Incomplete-grade policy. Grades of Incomplete ("IN") should be changed within 30 days after the first day of the next semester. All grades of "IN" not changed by the appropriate time to a letter grade upon the recommendation of the proper faculty member are automatically changed to a grade of "F" by the Registrar.

Pass/Fail Courses

University Core Curriculum courses cannot be taken on a pass/ fail basis. With the exception of courses that are designated by the University as “pass/fail only,” students may exercise a pass/fail option for free elective courses only and for a maximum of 3-4 credits or one course per semester and a career maximum of 12 credits or four courses, whichever is greater. Students must be in good academic standing (minimum cumulative GPA of 2.0) to opt for pass/fail.

Course Repeat Policy

A first degree undergraduate student may repeat once any course taken for credit toward degree completion in which he or she received a grade of D+ or lower. A course in which a failing (F) grade is received may only be repeated twice. In the case where a department or program requires that departmental permission be granted to repeat a particular course, this requirement will be stated in the officially approved course outline, syllabus, and other official publications.

Course Withdrawal

A student withdrawing from a course may do so by using Voice Response Registration process (VRR) or by written notice to the Office of the Registrar within the timeframe specified in the Master Schedule of Courses. Failure to follow this procedure will result in the recording of a grade of F. For withdrawal/ refund dates, please refer to the semester *Master Schedule of Courses*. Failure to attend classes does not constitute a withdrawal from a course. Students seeking to withdraw from all courses must follow the procedures described under the Leave of Absence/ Withdrawal section in the university catalogue.

Grades

The William Paterson University grading system is as follows:

A, A-	Excellent
B+, B, B-	Good
C+, C, C-	Satisfactory
D+, D	Minimally passing
F	Failing
P	Passed course, taken on a pass/fail basis (equivalent to A-D)
IN	Incomplete
N	Unacceptable, must repeat (Writing Effective Prose and Basic Skills)
M	Missing, no grade submitted
WD	Withdrawn officially
AU	Audit

Grade Point Values

	A 4.0	A- 3.7
B+ 3.3	B 3.0	B- 2.7
C+ 2.3	C 2.0	C- 1.7
D+ 1.3	D 1.0	
F 0		

PROCEDURE FOR STUDENT COMPLAINTS

Procedures for Investigating Complaints about Grades or Student Academic Performance

Students who are dissatisfied with treatment by a faculty member in reference to grades or student academic performance should pursue the following procedure. Due process must be followed at each step of this procedure. No grade will be changed by anyone other than the faculty member who assigned it unless there is convincing evidence that the assignment of the original grade was inconsistent with professional standards in the discipline. Each step in the procedure must be initiated within ten working days of the faculty, chairperson, or departmental response. Dated, written statements are required at each step. Likewise, at each level, the faculty member, chairperson, or Department Executive Council (or other appropriate departmental committee) must complete a review of all pertinent written materials prior to rendering a decision and inform the student in writing of the decision within ten (10) working days of receipt of the complaint materials. If the student can verify that she or he has not been able to contact the faculty member, it is understood that the student's right to appeal will not be jeopardized, and the deadline will be extended. A copy of all materials submitted at each level of the appeal process should be retained by the student. If the student so chooses, he/she will be allowed to appear before the appropriate committee or council at each level of the appeal process.

1. The student must write to the faculty member within ten (10) working days of the receipt of the grade or of the incident related to the student's academic performance to request an appointment to discuss the complaint. The letter must also include any pertinent documentation to substantiate the student's complaint.
2. At the meeting with the faculty member, the student must present any additional pertinent documents to substantiate the complaint. The faculty member must make available for review at this meeting materials submitted by the student for evaluation and not yet seen by the student.
3. If the student is unsuccessful in making contact with the faculty member or upon meeting with the faculty member is dissatisfied with the outcome and wishes to further pursue the complaint, the student must write to the department chairperson and request an appointment to discuss the complaint. A copy of all materials originally presented to the faculty member must be included. The department chairperson will try to resolve the issue by reaching a settlement that is agreed upon by both the student and the faculty member. Each student who registers a complaint with a department chairperson must be given a copy of this policy. A copy must be attached to the appeal and signed by the student to indicate that he/she has been given a copy of this procedure, has read it, and understands it before the appeal can proceed.
4. If the complaint is not resolved at the chairperson's level, and if the student wishes to pursue the complaint, the student must request, in writing, that the department chairperson convene the Department Executive Council (or other appropriate department committee) to hear the appeal. The committee must consult with the faculty member involved in the complaint and review the documents provided by the student. The committee will then submit a recommendation to the department chairperson. When the faculty member involved is the chairperson, the student may request that the dean of the College convene the Department Executive Council (or other appropriate department committee).

5. If not satisfied with the Department Executive Council's (or other appropriate department committee's) recommendation, and if the student wishes to further pursue the complaint, the student must write to the dean of that College requesting that the complaint be brought to the College Council for a recommendation by the department chairpersons of the College concerned. The chairperson of the department concerned will not take part in the final vote. The Council's recommendation will be given to the dean of that College. This recommendation will constitute the University's final decision.

6. The faculty unequivocally have the final responsibility with regard to grade changes.

ACADEMIC INTEGRITY POLICY

I. Standards of Academic Conduct

As an academic institution committed to the discovery and dissemination of truth, William Paterson University expects that all members of the University community shall conduct themselves honestly and with professional demeanor in all academic activities. William Paterson University has established standards of academic conduct because of its belief that academic honesty is a matter of individual and University responsibility and that, when standards of honesty are violated, each member of the community is harmed. Members of the University community are expected to acknowledge their individual responsibility to be familiar with, and adhere to, the Academic Integrity Policy.

II. Violations of Academic Integrity

Violations of the Academic Integrity Policy include, but are not limited to, the following examples:

A. Cheating during examinations includes any attempt to (1) look at another student's examination with the intention of using another's answers for attempted personal benefit; (2) communicate, in any manner, information concerning the content of the examination during the testing period or after the examination to someone who has not yet taken the examination; (3) use any materials, such as notebooks, notes, textbooks, or other sources not specifically designated by the professor of the course for student use during the examination period; or (4) engage in any other activity for the purpose of seeking aid not authorized by the professor.

B. Plagiarism is the copying from a book, article, notebook, video, or other source material, whether published or unpublished, without proper credit through the use of quotation marks, footnotes and other customary means of identifying sources, or passing off as one's own the ideas, words, writings, programs, and experiments of another, whether or not such actions are intentional or unintentional. Plagiarism also includes submitting, without the consent of the professor, an assignment already tendered for academic credit in another course.

C. Collusion is working together in preparing separate course assignments in ways not authorized by the instructor. Academic work produced through a cooperative (collaborative) effort of two or more students is permissible only upon the explicit consent of the professor. The collaboration must also be acknowledged in stating the authorship of the report.

D. Lying is knowingly furnishing false information, distorting data, or omitting to provide all necessary, required information to the University's advisor, registrar, admissions counselor, professor, etc., for any academically related purpose.

E. Other concerns that relate to the Academic Integrity Policy include such issues as computer security, stolen tests, falsified records, as well as vandalism of library materials. No list could include all the possible violations of academic integrity. These examples should, however, give a clearer idea of the intent and extent of application of this policy.

III. Faculty Responsibilities for Upholding the Academic Integrity Policy

A. Faculty are expected to be familiar with the Academic Integrity Policy. Each faculty member will inform students of the applicable procedures and conditions early in each semester before the first examination or assignment is due.

B. Ordinarily, class tests and final exams should be proctored. Proctoring is defined as having a faculty member present in the room. Proctoring is the responsibility of the faculty member teaching the course although, where necessary, that responsibility may be shared with, or delegated to, faculty colleagues or graduate assistants assigned to the course.

IV. Resolution of Academic Integrity Policy

Violations

A. If a faculty member has sufficient reason to believe that a violation may have occurred on any work submitted for a grade, he/she must attempt to discuss this matter with the student within ten (10) working days of the incident.

B. After discussing this matter with the student, and if the student accepts the proposed penalty, the student waives his/her right to a hearing. Depending on circumstances as assessed by the faculty member who has discussed the matter with the student, the penalty imposed could be:

1. Resubmission of the assignment
2. Failure of the assignment
3. Failure of the course
4. Forced withdrawal from the course with no credit received
5. Imposition of other appropriate penalties with the consent of the student
6. Recommendation to the President of suspension or expulsion from the University
7. With any of the above, the faculty member can have a written record of the sequence of events placed in the student's permanent record with a copy to the student.

C. If the student does not admit to a violation or disagrees with the proposed penalty, he/she must:

1. Speak directly to the faculty member within ten (10) working days of being informed of a violation or of the proposed penalty. If, after repeated attempts, the student is unable to reach the faculty member within ten (10) working days, the student must notify the department chairperson in writing within that ten (10) day period.
2. If, after discussion with the faculty member, the student is dissatisfied with the outcome, the student must contact the department chairperson, presenting a dated, written, and signed statement describing the specific basis for the complaint. At this time, the student will also provide the faculty member with a copy of these written materials.
3. The department chairperson will try to resolve the issue by reaching a settlement that is agreed upon by both the student and the faculty member. If the issue is not resolved at the chairperson's level, the student will request that the chairperson convene the Department Executive Council (or other appropriate department committee)—excluding the faculty member involved—to hear the appeal. The faculty member will submit a written, dated, and signed statement of the alleged violation to the council/committee. The student will submit a written, dated, and signed statement describing the basis of the complaint. The accuser will assume the burden of proof. When the faculty member involved is the chairperson, then the student will request that the Dean of the College convene the Department Executive Council (or other appropriate department committee). The Department Executive Council/Committee will submit its decision to the chairperson (or College Dean, if the faculty member involved is the chairperson).
4. If not satisfied with the Department Executive Council's (or other appropriate department committee's) decision, the student may ask the Dean of that College to bring the matter to the College Council. The faculty member will submit a written, dated, and signed statement of the alleged violation. The student will submit a written, dated and signed statement describing the basis for the complaint. The accuser will assume the burden of proof. The chairperson of the department concerned will not take part in the final vote (though the written decision from the department chairperson will be part of the record). The College Council's decision will constitute the University's final decision regarding the substantive nature of the case.
5. Each step in the procedure must be initiated within ten (10) working days of the faculty, chairperson, department, or College response. Dated, written, and signed statements are required at each step. Likewise, at each level, the faculty member(s), chairperson, Department Executive Council (or other appropriate department committee), or College Council must complete a review of all pertinent written materials prior to rendering a decision, in writing, within ten (10) working days of receipt of complaint materials. In case the faculty member has verifiably been unable to

be contacted, or in other instances of extenuating circumstances affecting students or faculty, it is understood that the student's right to appeal will not be jeopardized and the time constraints will be extended. Due process must be followed at every step of this procedure. No penalty will be changed by anyone other than the faculty member who assigned it unless there is convincing evidence that the penalty was inconsistent with professional standards of the discipline.

6. Each student who registers a complaint with a department chairperson must be given a copy of this policy. A copy must be attached to the appeal and signed by the student to indicate that he/she has been given a copy of the procedure, read it, and understands it before the appeal can proceed.

V. The Academic Integrity Policy is published in the following University publications:

1. *Student Handbook*
2. *University Catalogue*
3. *Faculty Policy Handbook*

2012-2013 Honors College Calendar:

Month	Event	Paperwork Deadline
September	Ice cream social Wednesday, 9/19, 2:30 - 4:00 Hobart Manor Balcony	
October	Mandatory meeting for First Year Seminar students to discuss their UCC options Thursday, 10/4, common hour Mandatory meeting for First year Seminar students to discuss the tracks Tuesday, 10/18, common hour	12/15 "Graduating Student Information" forms for all students doing thesis or project research in the fall semester due to Honors office
November	Mandatory meeting for all current track students Thursday, 11/1, common hour National Collegiate Honors Council Conference 11/14-18 – Boston, MA	
December	Holiday Party Tuesday, 12/11, 3:00-4:30 Hobart Manor, 2 nd Floor	12/15 "Thesis Proposal" forms for all students doing thesis or project research in the fall semester signed by advisor and track director
February		5/1 "Graduating Student Information" forms for all students doing thesis or project research in the spring or summer semesters due to Honors office
April	Northeast Regional Honors Council Conference 4/4-7 - Philadelphia, PA Honors Week: Tuesday, 4/17, track students make thesis and final project presentations, beginning 12:30 Performing and Literary Arts readings and performances, 7:00pm Wednesday, 4/18, track students make thesis and final project presentations , beginning 12:30 Honors banquet recognizing graduating seniors University Commons ballroom, 6:00 Thursday, 4/19, track students make thesis and final project presentations , beginning 12:30	All track students must make a presentation about their thesis or final project during Honors Week.
May	Convocation Mid-May -- TBA Shea Auditorium	5/1 All honors theses and signed theses forms to Honors Office for all students who will participate in the May Convocation ceremony. 5/1 Thesis proposals for all students doing thesis or project research in the spring semester signed by advisor and track director due to Honors office