Senior Honors Project Contract

PORTFOLIO/CREATIVE ENDEAVOR

PART 1: Student Information

Name: (Please Print) ____________________________________________

Banner ID: ____________________ Contact Phone: ______________________

Intended Date for Graduation: (Semester and Year) ______________________

Major(s): ____________________ Minor(s): ____________________________

Overall GPA at ECU: ___________ Total Honors Hours Completed: __________

PART 2: Senior Honors Project Information

Senior Honors Project Title: __________________________________________

NOTE: The title of your senior honors project must fit tightly with the disciplines that you are studying.

Portfolio/Creative Endeavor Description:

In a cohesive and well-written document, please describe your planned scholarly project. To achieve consistency across a wide range of disciplines, please use the headings below as your first-level headings. You may choose to add a second level of headings to focus your narrative. This proposal should be written with care and in consultation with your faculty mentor. While the length of the proposal narrative may vary considerably from one student to the next, a proposal less than three pages is likely to lack detail and rigor.

Paste these questions in a separate document and respond to each one. Use Calibri/Arial/Times New Roman font size 12 and double-space your work.

- **Introduction:** This section addresses the “why” of your project. Describe the context and expected contribution of your planned project. This section should indicate why this study is valuable in the context of your field. In what ways in this project significant or meaningful?

- **Background:** This section addresses the background for the reader. What is important to know about the study? Situate your work in practice. Portfolios and creative projects should use references related to theory in the field that situate the study.

- **Purpose and explanation of the project:** This section addresses the “what” of your project. What questions are guiding your project? Please summarize the contents or components of the project you have designed.

- **Approach:** This section will address the “how” of your project. What materials and support will you use in creating your proposed project? What techniques will you follow?

- **Closure:** This section concludes your proposal by stating how this project will add value to your career path. How does this project build on your craft? What are the next steps in your work? As you may recall, a public showing (a performance, exhibition, recital, presentation, etc.) is a required component of your Senior Honors Project. Mention your initial thoughts regarding where you might present your project next year.

- **Timeline:** Please include your first and second semester timelines at the end of your proposal.

☐ I have read and agree with the student’s responses to these aforementioned requests.

__________________________________________
Faculty Mentor Signature and Date

Revised on 08.10.2014
PART 3: Timeline Template for Semester One and Semester Two

Note: This is a template for a portfolio/creative endeavor. Please adapt this template for your project.

Please discuss with your faculty mentor the tasks that you will accomplish in the first course and list them below. The semester one timeline may include the following:

- Design portfolio/creative endeavor
- Refine problem statement
- Research historical background or theory
- Sketch, create, rehearse, practice, etc.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Goal(s) for the weeks</th>
<th>Broad Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sample Weeks</td>
<td>Sketch 2 pieces.</td>
<td>Think about my project in terms of these 4 guiding areas: craft,</td>
</tr>
<tr>
<td>Dates: 8/26-9/16</td>
<td>Discover.</td>
<td>technique, aesthetics and personal expression working toward</td>
</tr>
<tr>
<td></td>
<td>Reflect on process.</td>
<td>5-6 final pieces.</td>
</tr>
<tr>
<td>Weeks 1-3</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 4-6</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 7-9</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 10-12</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 13-16</td>
<td>Dates:</td>
<td></td>
</tr>
</tbody>
</table>

Please discuss with your faculty mentor the tasks that you will accomplish in the second course and list them below. The semester two timeline may include the following:

- Continued work on your craft. For example, create 3 additional weaving, complete 2 additional pots, etc.
- Finalize the public showing (performance, exhibition, recital, presentation, etc.). It is a required component of your Senior Honors Project.
- Remember portfolios and creative endeavors must include a final paper between 3-5 pages. The paper will articulate the work in a formal way. Your paper should include an artist’s statement and prepare the viewer. For example, if you are submitting a reel or DVD, the paper should frame your body of work so the person viewing the reel or DVD has context.
- Submission of final documents (This could include two items: a video link and the final paper.)

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Goal(s) for the weeks</th>
<th>Broad Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weeks 1-3</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 4-6</td>
<td>Dates:</td>
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<tr>
<td>Weeks 7-9</td>
<td>Dates:</td>
<td></td>
</tr>
<tr>
<td>Weeks 10-12</td>
<td>Dates:</td>
<td></td>
</tr>
</tbody>
</table>

Revised on 08.10.2014
Weeks 13-16 | Written document finalized and uploaded to *The Scholarship* and submitted to the Honors College for approval for graduation.

**PART 4: Course Registration**

1. First, check to see if your major or minor discipline (the area that coordinates with your project’s topic) has an honors thesis class already established. For example, Communication has COMM 4196 (3 credit hours) and COMM 4199 (3 credit hours). If the area has an honors thesis class already established, then register yourself for those courses during the appropriate honors registration window. Remember your senior honors project experience must equal a 6 credit hour experience over two semesters.

2. If you do not have a major or minor discipline thesis class established in the area that you are proposing for your Senior Honors Project, then we will create a section of HNRS 4500 (first course) and HNRS 4550 (second course) for you after you receive approval for your Senior Hono rs Project.

3. Now, please list the courses you plan to take and when you plan to take them:

   **First Course:** ____________________  Semester hours: ________  Semester: __________  Year: ________

   **Second Course:** ____________________  Semester hours: ________  Semester: __________  Year: ________

**PART 5: Contractual Statements with Faculty Mentor Verification**

Please read each statement, check each box and sign below.

- I understand that my Senior Honors Project must be an original project completed during my final two semesters.
- Portfolios and creative endeavors must include a final paper between 3-5 pages. The paper will articulate the work in a formal way. It should include an artist’s statement and prepares the viewer. For example, if you are submitting a reel or DVD, the paper should frame the body of work so the person viewing the reel or DVD has context. I understand that I must use MLA or APA format for my paper and I need to discuss paper lengths, paper format, etc. with my faculty mentor.
- I understand that I need to discuss any IRB needs relative to my project with my faculty mentor. We will comply with all IRB requirements, if necessary.
- I understand that during my enrollment in my SHP courses, I am required to have two public showings of my work. This may include a performance, exhibition, recital, presentation, etc. One presentation is required at Research and Creative Achievement Week (RCAW) scheduled every spring, and one additional public presentation should occur.
- I understand that I must use the official Honors College poster template and Honors College PowerPoint template when delivering presentations on behalf of ECU’s Honors College and that I must submit the presentations to my faculty mentor at least two days prior to the presentation date for review.
- I understand that I must submit two items electronically five days prior to graduation: 1.) The Honors College’s Online Repository Template, and 2.) My final paper and the first page must follow the Honors College Senior Honors Project Title Page template.
- I understand that my final paper and project will be uploaded into ECU’s online repository, *The Scholarship*, database.
- I have read, understand and agree with The Scholarship Non-Exclusive Distribution License found at: [http://thescholarship.ecu.edu/license](http://thescholarship.ecu.edu/license)

________________________________________
Faculty Mentor Signature and Date (implying consent for the project and willingness to advise for both courses)

________________________________________
Student’s Signature and Date

Revised on 08.10.2014
PART 6: Faculty Mentor Information for the Credentialing Process

Required Section:
Faculty Mentor’s Full Name: ____________________________________
Department: ______________________________________________________________
Phone: __________________________________________________________________
Email address:___________________________________________________________
Faculty Mentor’s Department Chair:________________________________________
College:_________________________________________________________________

Does the faculty mentor hold a terminal degree in a discipline directly related to the content being explored in this project? (Faculty mentor, please circle one)         YES                         NO*

*If no, please attach a brief description to satisfy standard alternate credentialing.

Note: The faculty mentor is required to hold a terminal degree in a discipline directly related to the content being explored in this senior honors project. If this is not the case the faculty mentor may provide as an attachment a brief description of alternate qualifications that would permit standard alternate credentialing for this project.

Optional Section: Complete only if you have a co-mentor.

Co-mentor’s Full Name:_________________________________
Department: _________________________________________________________
Phone: ______________________________________________________________
Email address:______________________________________________________
Faculty Mentor’s Department Chair:_______________________________
College:__________________________________________________________

Signature of Dean Marianna Walker

Credential Approval: Signature of Dean Marianna Walker required after completion of HNRS 4000.
Your HNRS 4000 instructors will submit this section to Dean Marianna Walker.