Course Goals

- Students will further develop their understanding of their thesis topic through independent research and the mentorship of their faculty mentor. They will also attend presentations of older students’ thesis projects during Honors Week.
- Students will compose a thesis proposal outlining the thesis project that will be developed during the four credit hours of HON 4V87.

Course Requirements

- **Completion of the Research Contract.** Students must complete all work (readings, research steps) on the research contract, which they composed in consultation with their thesis mentor during HON 3100.
- **Attendance at thesis research presentations during Honors Week (April 11-14).** All students in either HON 3100 or 3101 during the Spring semester must attend at least one presentation session of approx. 2 hours. Here, they will have the opportunity to hear several older students discuss their thesis research, and to participate in Q&A with other audience members. Signups for sessions will occur online during the last week of March/first week of April.
- **Thesis Proposal, signed by student and mentor.** (Proposal form found under “Links to Important Documents” on this page: [https://program.honors.baylor.edu/current-students/thesis/thesis-docs](https://program.honors.baylor.edu/current-students/thesis/thesis-docs)
  - The proposal outlines the thesis project that will be developed during the thesis courses (HON 4V87, 4 credit hours typically spread over two semesters).
    - This form should identify the problems under investigation as precisely as possible at this stage of the research, and it should outline a methodology for approaching the research questions or topics.
    - A specific thesis or argument may not become apparent until the research nears completion. Thus, the proposal should be understood as a statement of purpose at this point in time, but with the understanding that the work and even timelines may shift somewhat as you move forward.
    - As with other Honors contracts, procedures for regular consultation and for assessment of the student’s progress should also be included on the contract form.
    - Furthermore, the thesis proposal form establishes a timeline, agreed upon by both the student and the advisor, for completion of the thesis project (see next page for rough thesis deadlines to be aware of in completing this part of the proposal).
    - This document is an agreement between the Honors student and Baylor faculty member to work together toward the completion of the thesis project.
  - **Due Wednesday, April 26th.** Submit to the Honors Program using this email: [thesis@baylor.edu](mailto:thesis@baylor.edu). University Scholars students should also submit a copy to
university_scholars@baylor.edu.

- **Some faculty mentors may also expect additional materials** to be submitted to them individually and to the HP office as addenda to the thesis proposal. These usually include items such as annotated bibliographies and first-chapter drafts.

**Course Grading**
The student’s faculty mentor will assign the final grade for this course, according to how well the student has completed the course requirements described above and met the expectations the student and the mentor agreed upon.

**Note:** If students are registered in section 01 of HON 3101 this semester (rather than with their faculty mentor), their faculty mentor will still be the one to decide the final grade. Once the faculty mentor has decided the final grade at the end of the semester, the mentor will notify the section 01 instructor who will then enter it into Canvas on their behalf.

**General HON 4V87 (4 hours) Timeline**

*Note: “chapter” may not apply to all theses in the same way. Some projects, for example, would require a student to reach (and submit a record of) a certain milestone in data collection/lab work instead of, say, a draft of a body chapter.*

Chapter 1: End of February
Chapter 2: Beginning of December
Chapter 3: Mid-February
Chapter 4: End of March

Other important timeline information to consider:

- Beginning of April Complete draft of thesis project due to faculty director.
- Early April Defense committee and defense date/time chosen.
- Mid-April Present 15-minute overview of thesis project to the HC community during Honors Week.
- Mid-April Distribute complete and polished draft of thesis to defense committee members and HP office.
- End of April Last day to defend the thesis before an examining committee.
- Beginning of May Submit approved and formatted final copy to the Honors Program Office and BEARdocs.

**Resources for Students and Mentors**
- The Honors Program is here to support both Honors students and their faculty mentors all along the thesis process. Please reach out to us with any questions or concerns!
  - Dr. Elizabeth Corey (director): Elizabeth_Corey@baylor.edu
  - Dr. Al Beck (assistant director): Albert_Beck@baylor.edu
  - Mrs. Mary Z. Moore (advisor): Mary_Z_Moore@baylor.edu
- [https://program.honors.baylor.edu](https://program.honors.baylor.edu): (a) “Current Students” tab, especially under “Thesis”; and (b) “Faculty Resources” tab (all)
**Course Policies**

**Academic Integrity:** Plagiarism or any form of cheating involves a breach of student-teacher trust. This means that any work submitted under your name is expected to be your own, neither composed by anyone else as a whole or in part, nor handed over to another person for complete or partial revision. Be sure to document all ideas that are not your own. Instances of plagiarism or any other act of academic dishonesty will be reported to the Honor Council and may result in failure of the course. Not understanding plagiarism is not an excuse. As a Baylor student, I expect you to be intimately familiar with the Honor Code at: [https://honorcode.web.baylor.edu/honor-code](https://honorcode.web.baylor.edu/honor-code)

**First Generation College Students:** Baylor University defines a first-generation college student as a student whose parents did not complete a four-year college degree. The First in Line program at Baylor is a support office on campus for first-generation college students to utilize if they have any questions or concerns. Please contact First in Line at firstinline@baylor.edu, call 254-710-6854, or visit [https://firstinline.web.baylor.edu/](https://firstinline.web.baylor.edu/) to learn more about the services available.

**Military Student Advisory:** Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance if possible, any special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the VETS Program Office with any questions at (254) 710-7264.

**Office of Equity and Title IX:**

*Civil Rights Policy and Sexual and Interpersonal Misconduct Policy*

Baylor University does not tolerate unlawful harassment or discrimination on the basis of sex, gender, race, color, disability, national origin, ancestry, age (over 40), citizenship, genetic information or the refusal to submit to a genetic test, past, current, or prospective service in the uniformed services, or any other characteristic protected under applicable federal, Texas, or local law (collectively referred to as Protected Characteristics).

If you or someone you know would like help related to an experience involving:

1. Sexual or gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, or retaliation for reporting one of these types of prohibited conduct, please visit [https://titleix.web.baylor.edu/](https://titleix.web.baylor.edu/), or contact the office at (254) 710-8454, or TitleIX_Coordinator@baylor.edu.

2. Harassment (excluding those issues listed in #1) or adverse action based on Protected Characteristics, please visit [https://equity.web.baylor.edu/](https://equity.web.baylor.edu/), or contact the office at (254) 710-7100 or Equity@baylor.edu.

The Office of Equity and Title IX understands the sensitive nature of these situations and can provide information about available on- and off-campus resources, such as counseling and psychological services, medical treatment, academic support, university housing, advocacy services, and other forms of assistance that may be available. Staff members at the office can also explain your rights and procedural options. You will not be required to share your experience. **If you or someone you know feels unsafe or may be in imminent danger, please call the Baylor Police Department (254-710-2222) or Waco Police Department (9-1-1) immediately.**

Except for Confidential Resources, all University Employees are designated Responsible Employees and thereby mandatory reporters of potential sexual and interpersonal misconduct violations. Confidential Resources who do not have to report include those working in the Counseling Center, Health Center and the
University Chaplain, Dr. Burt Burleson.

**Students Needing Accommodations:** Any student who needs academic accommodations related to a documented disability should inform their instructor immediately at the beginning of the semester. You are required to obtain appropriate documentation and information regarding accommodations from the Office of Access and Learning Accommodation (OALA). Contact Information: (254) 710-3605 - Paul L. Foster Success Center, 1st floor on the East Wing of Sid Richardson.

**University Writing Center:** We encourage you to visit the University Writing Center (UWC) this semester and get feedback on your writing for this course. Located in Moody Library 2nd floor West, the UWC offers free assistance to you at any stage of the writing process (brainstorming, researching, outlining, drafting, revising, editing). In their feedback, the consultants focus on higher order concerns, such as content, thesis, evidence, and organization, before grammar or style. The UWC tutors will not proofread, edit, or write your paper for you, but they will equip you with a toolbox of strategies to improve your writing, research, and editing skills. Please take the assignment prompt, your paper/text, and other materials you might need with you to your appointment. Please include your thesis advisor as the professor, and a report will automatically be sent to them after your session. You can set up an appointment online at [https://uwc.artsandsciences.baylor.edu/](https://uwc.artsandsciences.baylor.edu/), call the UWC at (254)710-4849, or stop by in person.