



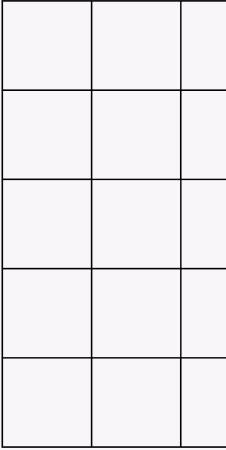
TEXAS A&M UNIVERSITY-SAN ANTONIO  
University Honors Program

# Honors Student Handbook


Academic Year 2024-2025

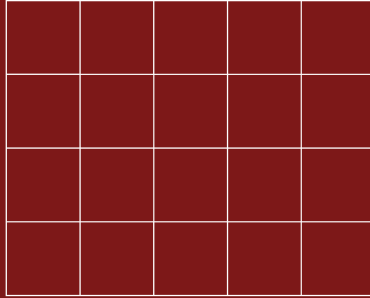
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# Introduction

The University Honors Program at Texas A&M University-San Antonio offers an enhanced and supportive learning environment for students who aspire to impactful, lasting academic work and service. Our program builds on the mission, vision, and strategic goals of the university, which call for nurturing a culture of academic excellence that is accessible and engaging.

Students who participate in the Honors Program will have the opportunity to develop as leaders at A&M-San Antonio. Through their academic achievement, engagement with the campus and the wider community, and leadership development, Honors students play a key role in creating a vibrant culture not only within the Honors Program but also in the campus community as a whole.

This handbook provides a basic overview of the Honors Program at A&M-San Antonio and is intended for prospective Honors Program students, current Honors Program students, or anyone who wants to learn about the A&M-San Antonio Honors Program.

## Contact Information



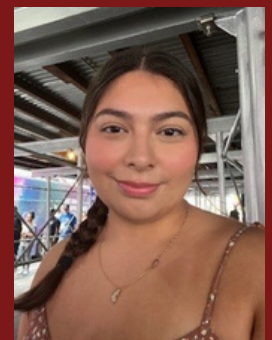
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# Honors Program Mission and Values

The mission of the University Honors Program is to provide an enhanced and supportive learning environment for a community of exemplary scholars. Honors students will have the opportunity to engage in interdisciplinary inquiry, increased opportunities for undergraduate research and creative activity, and service learning and leadership opportunities.

The core values of the Honors Program are discovery, creativity, and change.



# Benefits to Honors Students

The Honors Program offers an enhanced and supportive learning environment for students who aspire to impactful, lasting academic work and service. Honors students receive individualized attention, engage in creative and meaningful research, and enjoy enhanced access to experiential learning, service, and leadership opportunities.

- Scholarship opportunities
- Dedicated support services
- Priority enrollment
- Deeper sense of community with Honors peers
- Enhanced faculty mentoring
- Honors experience in courses
- Research projects and presentations
- Community engagement
- Service learning
- Leadership development

In the Honors Program, you'll meet and collaborate with students from different places with diverse interests. You'll have the opportunity to join the Honors Student Association and help shape the future of the Honors Program. The Honors Program strives to provide a supportive, inclusive academic and social community.

You also will have the opportunity to design and complete a major research project in your major field of study. Completing an Honors research project shows prospective employers and graduate admissions committees that you have taken on a complex project and seen it through to completion. This proof of your capabilities helps immensely when competing for a job or for admission to a graduate/professional program.



# Applying to the Honors Program



The Honors Program at Texas A&M University-San Antonio welcomes applications from first-time in college students and transfer students who are entering the university in the Fall semester. Continuing students may be referred to the program by a faculty or staff member, or a current Honors student. Transfer and continuing students must have at least two years of full-time status remaining at the time they enter the program, beginning with the Fall semester.

Applications to the Honors Program will be accepted on a continuous basis beginning October 1, 2024. Enrollment in the Honors Program is competitive and interested students should submit an application as soon as possible. Applications for Fall 2025 will be accepted until June 15, 2025.

The Honors Program application consists of three parts: a 400–500-word personal essay, a resume summarizing a student's academic, community service, and extracurricular achievements, and the names and contact information for three references.

# Honors Program Requirements

All Honors students must maintain a minimum 3.25 GPA and complete a minimum of 15 points annually from the activities listed below.

**First-year students** entering the Honors Program must complete First-Year Honors Seminar (HONR 1300); at least one Honors Contract course; and, Honors Capstone (HONR 4000), with a grade of B or higher. These students may complete Advanced Honors Seminar (HONR 3300) as an elective course.

**Continuing or transfer students** entering the Honors Program must complete Advanced Honors Seminar (HONR 3300) and Honors Capstone (HONR 4000) with a grade of B or higher. These students may complete an Honors Contract course as an elective.

## ACADEMIC & CO-CURRICULAR OPPORTUNITIES

ACTIVITY	POINTS
Complete Honors Seminar course (HONR 1300 / 3300)*	3
Complete Honors Contract course with grade of B or higher**	3
Honors Research Project (over 2+ semesters) – continuing	2
Honors Research Project (over 2+ semesters) – completed	4
Complete Honors Capstone course with grade of B or higher (HONR 4000)*	4
Internal Academic Award, Fellowship, or Grant	2
External Academic Award, Fellowship, or Grant	5
Poster or Presentation on Campus (based on supervisor recommendation)*	2-4
Research Presentation at a Conference (based on supervisor recommendation)	3-6
Internship (based on supervising professor's recommendation)	3-6
Study Abroad with grade of B or higher (based on professor's recommendation)	4-8

\*Required for all students; HONR 1300 for FTIC, HONR 3300 for transfer students

\*\*Required for all students who enter program with at least 90 credit hours remaining

## EXTRACURRICULAR OPPORTUNITIES

ACTIVITY	POINTS
Honors E-Portfolio* (per year, based on Director's evaluation)	3-5
Participate in Honors Town Hall Meeting (per meeting)	1
Attend a Scholarly Speaker Event on campus (max 3 per year)	1
Attend a Professional / Academic Conference	2
Assist in Organizing a Speaker Event or Series on campus	2
Leadership Role in a Recognized Student Organization (other than Honors)	2
Leadership Role in a Community or Professional Organization	2
Honors Program Stewardship: Ambassador or Fundraiser	2
Honors Program Stewardship: Honors Officer (based on advisor recommendation)	2-4
Serve as a Peer Mentor or Peer Tutor (per semester, advisor recommendation)	2-4
Serve as a Teaching Assistant (per semester)	4
Community Service Activity (based on supervisor recommendation)	1-3

# Honors Courses

## HONR 1300: First-Year Honors Seminar

Credits: 3 (3-0-0)

This team-taught, interdisciplinary course introduces first-year students to the Honors program and to academic resources offered at the university. The course topic rotates each semester. This course is required for all first year (freshman) Honors students.

## HONR 3300: Advanced Honors Seminar

Credits: 3 (3-0-0)

This team-taught, interdisciplinary course introduces transfer and continuing students to the Honors program and to academic resources offered at the university. The course topic rotates each semester. This course is required for all incoming transfer and continuing students in their first semester in the Honors Program and may be taken as an elective by other Honors students.

## HONR 4000: Honors Capstone

Credits: 0 (0-0-0)

The Honors Capstone is a seminar-style course taken in conjunction with the corresponding capstone course in an Honors student's academic major. Students complete a major research project in their major, engage in periodic reflective writing, and present their work in a professional setting. (0-0-0)



# Honors Contract Courses


Students have the opportunity to earn Honors credit in a non-Honors course through an Honors Contract. The contract results from an agreement between an Honors student and a professor for Honors-level work to be completed in the course. Only Honors students in good standing may submit an Honors Contract.

## An Honors Contract typically includes:

- Distinctive work related to the course topic
- Enriched content or skills in terms of depth or complexity
- Mutual benefit for the student and professor in terms of intellectual engagement
- Faculty mentorship including scheduled meetings outside of class
- Calendar of due dates for components of the Honors work or project
- Clearly defined modes for assessment, such as a report, journal, paper, product, presentation, exhibition, performance, or service

## To develop your Honors Contract, you should:

- Think about what you would like to learn
- Meet with your professor before or during the first week of the semester
- Collaborate with your professor to write a 250-500 word description of the work you will do and how you will complete it
- Consult with the Honors Program Director with any questions about the contract
- Fill out the Honors Contract application form, attach the 250-500 word description, and attach a copy of the regular course syllabus
- Be sure both you and your professor sign the form
- Submit the signed application form and the required attachments to the Honors Program within the first two weeks of the semester


# Honors Contract Courses


To earn full credit for an Honors Contract:

- Complete the Honors Contract work plus the regular course requirement with a grade of A or B
- Your professor should submit the Honors Contract Evaluation Form to the Honors Program during the final exam period
- Notify your professor and the Honors Director if you wish to cancel the Honors Contract before the last regular day of classes
- If regular course requirements are completed but the Honors Contract is not, you will receive regular course credit but not Honors credit

Other Guidelines:

- Honors Contracts are applicable only during 16-Week Fall, Spring, or 10-Week Summer sessions. Shorter sessions are not eligible for Honors Contracts.
- Honors Contracts must be submitted on time and will not be approved retroactively.
- Only one Honors contract per semester permitted.


# Honors Advising and Priority Enrollment

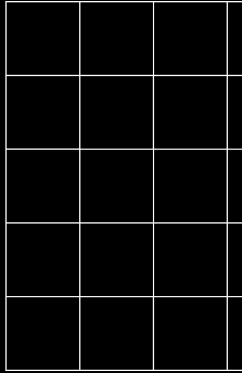
All Honors students must meet with an Honors Program advisor at least once a semester. The purpose of this meeting is to facilitate communication and help students stay on track in the Honors Program. Honors students are also expected to meet with advisors in their academic departments.

Students in the Honors Program enjoy priority registration. Priority registration allows students, regardless of the number of credit hours, to register earlier than the general student population.



# Honors Peer Mentors

The Honors Peer Mentor assists incoming Honors students in their transition to the Honors Program and to Texas A&M University-San Antonio. Each Peer Mentor will be assigned to a group of first-year students. Peer Mentors must have completed at least 30 credit hours at A&M-SA and be in academic good standing in the Honors Program.



## Honors Peer Mentor requirements include:

- Participate in a mandatory training session that will take place prior to the start of fall classes
- Attend the Honors Orientation and participate in welcome activities planned by the Honors Program Director with student leadership
- Meet with mentees as a group at least 3 times each semester
- Help facilitate student involvement in Honors Program community engagement and social events
- Maintain open communication with mentees throughout the semester
- Refer students to campus resources
- Log all contact dates with mentees
- Meet with Honors Program Director regularly

## Honors Peer Mentoring objectives include:

- Assist new students with their transition to A&M-SA
- Foster community within the Honors Program
- Provide peer mentors with opportunities for developing skills in leadership and communication
- Enhance mentor and mentee abilities to interact positively with people from diverse backgrounds

# Honors Student Association

The Honors Student Association is a sponsored student organization at Texas A&M University-San Antonio. Membership is limited to Honors students, who are automatically members of the organization.

The purpose of the Honors Student Association is to provide an open community for high achieving individuals enrolled in the University Honors Program to excel through leadership, academic, and service opportunities.

The 2024-25 officers of the Honors Student Association are as follows:

*President:* Clara Rodriguez

*Vice-President:* Karina Lyssy

*Secretary:* Antonio Mercado

*Treasurer:* Anthony Ibarra

*Historian:* Ruben Reyes

*Social Officers:* Juana Ramirez & Yulissa Carrillo

*Community Service Directors:* Lidia Flores-Bandera & Jazette Tellez

*Creative Directors:* Faith Aldama & Chloe Bruno

*Fundraising Directors:* Jazmine Villarreal & Ximena Carrillo





# Honors Advisory Committee


The Honors Advisory Committee is comprised of faculty and staff representatives from across the university. The Honors Student Association president serves as the student representative on the committee.

This committee advises the Director on program policies and best practices, reviews faculty proposals for HONR 1300 and 3300 courses, and (with the exception of the student member) serves as the admissions committee reviewing student applications each year. The Honors Program Director chairs the committee.

Honors Advisory Committee Roster for 2024-25 is as follows

## Chair:

- Bill Bush, Honors Director & Professor of History

## College of Arts & Sciences

- Amy Bohmann, Associate Professor, Psychology
- Chris Mares, Assistant Professor, Biology

## College of Education

- Michael Boucher, Associate Professor, Curriculum & Instruction
- Rebekah Piper, Associate Professor & Associate Chair, Curriculum & Instruction

## College of Business

- Matthew Mangum, Clinical Assistant Professor, Management & Marketing
- Xingyuan (Miko) Fei, Assistant Professor, Accounting

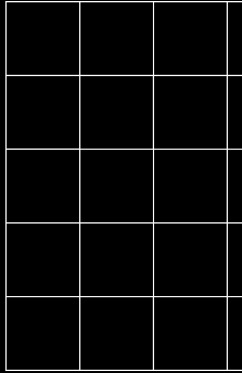
## Staff

- Heather Olague, Assistant Dean of Students
- Carolina Fuentes, Program Coordinator, Texas Leadership Scholars / Lopez Scholars

## Student

- Clara Rodriguez, President, Honors Student Association

# Expectations of Honors Students



The Honors Program at A&M-San Antonio is an inclusive and supportive community. All students are expected not only to abide by the university's Student Code of Conduct but also to adhere to values of integrity, fairness, respect, community, and responsibility.

Moreover, Honors students bear an additional responsibility because of their membership in the Honors program. They are expected to serve as role models and leaders in the student community. Honors students who are found to violate the Student Code of Conduct may face disciplinary action including dismissal from the Honors Program and/or sanctions outlined in the university's Student Code of Conduct. Students found guilty of academic dishonesty or other serious conduct violations will be removed automatically from the Honors Program.

## Removal from the Honors Program

A student who does not meet the GPA or other academic requirements during a given semester will receive notice from the Honors Director that they have been placed on academic warning.

Upon receiving a notice of academic warning, the student must meet with the Honors Director to discuss a plan for achieving the required GPA or fulfilling other academic requirements. This plan may span multiple semesters, but it must include benchmark GPA levels for each semester that will allow the student to achieve the required overall GPA within a reasonable, agreed-upon time frame.

If the student's performance falls well below those agreed-upon benchmarks, such that they are not on track to reach the overall required 3.25 GPA, the student may be dismissed from the program.

# University Information

## University Library

- Location: Business & Library Hall Building (BLH)
- Phone: (210) 784-1500 Email: [library@tamusa.edu](mailto:library@tamusa.edu)

## Mays Center for Experiential Learning & Community Engagement

- Location: STEC Suite 111
- Phone: (210) 784-1356 Email: [mays@tamusa.edu](mailto:mays@tamusa.edu)

## Office of Student Life

- Location: Central Academic Building (CAB) Suite 103
- Phone: (210) 784-1329 Email: [Student.Life@tamusa.edu](mailto:Student.Life@tamusa.edu)

## Student Academic Success Center & Tutoring Services

- Location: Central Academic Building (CAB) Suite 202
- Phone: (210) 784-1307 (Success Center) OR  
(210) 784-1332 (Academic Learning Center)
- Email: [tutoring@tamusa.edu](mailto:tutoring@tamusa.edu)

## Writing, Language, & Digital Composing Center

- Location: Central Academic Building (CAB) Suite 208 OR  
Classroom Hall Building (HALL) Room 304
- Phone: (210) 784-1222 Email: [WritingCenter@tamusa.edu](mailto:WritingCenter@tamusa.edu)

## Student Counseling Center

- Location: Modular (MOD) C 166
- Phone: (210) 784-1331 Email: [stucounseling@tamusa.edu](mailto:stucounseling@tamusa.edu)

## Disability Support Services

- Location: Central Academic Building (CAB) 210
- Phone: (210) 784-1335 Email: [dss@tamusa.edu](mailto:dss@tamusa.edu)