



UNIVERSITY OF MINNESOTA

College of Pharmacy

HONORS PROGRAM HANDBOOK

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CAMPUS HONORS COORDINATORS:

Duluth

Dr. Jon Rumbley
LSci 127
(218) 726-6047
jrumbley@d.umn.edu

Twin Cities

Dr. Tom Shier
WDH 8-168
(612) 624-9465
shier001@umn.edu

DESIGNATIONS FOR ACADEMIC RECOGNITION

Students receive recognition on their transcript, diploma, and in the College's commencement program for high academic performance as evidenced in their GPA in the case of graduating with distinction, and by their GPA plus completion of the College of Pharmacy Honors Program in the case of graduating with Latin-designated Honors. Students completing Honors Program requirements will also receive a medal to wear at commencement.

Graduating with Distinction:

Students are automatically awarded the appropriate distinction level based solely on their GPA, according to the following levels:

- 3.75 – 3.89 GPA With Distinction
- 3.90 – 4.0 GPA With High Distinction

Graduating with Latin-designated Honors:

Students self-identify into the Honors Program based on a reasonable expectation they will achieve a GPA of 3.50 or higher at graduation, and will have completed the requirements of the College of Pharmacy Honors Program. Students who have met these requirements may be considered for the following Latin Honors graduation levels:

- 3.50 – 3.65 GPA *cum laude*
- 3.66 – 3.749 GPA *magna cum laude*
- 3.75 – 4.0 GPA *summa cum laude*

HONORS PROGRAM REQUIREMENTS

To fulfill the requirements of the College of Pharmacy Honors Program a student must self-identify based on a reasonable expectation they will:

- Graduate with a GPA of 3.50 or higher; and
- Complete and document at least five Honors options (Courses or Projects)

GPA Calculation

A student's GPA is calculated with all of his/her College of Pharmacy coursework, including both required and elective courses, but not courses taken at other institutions (such as transfer courses from other schools of pharmacy), or non-pharmacy credits used for the other degree in a dual degree program.

Honors Options

- Honors options require participation in educational activities above and beyond the regular curriculum required for graduation.
- At least one of the five required Honors options must be a project. The remaining four options can be a mix of courses and projects.
- Honors options must be completed ten business days prior to graduation to ensure designations are included in the commencement program.

Double-Counting Honors Options

- Some projects may be large enough to have more than one component that counts for Honors option; e.g., a student who participates in the UROP program may be able to use the UROP research as one Honors option, and a written report related to the findings for a second Honors option.
- Under some circumstances a student can receive an Honors option for a course, such as Directed Study, even if the course credit is being used for the graduation requirement. An example might be publication, a poster, or national meeting associated with presenting the results of the Directed Study. Honors option credit must be an overload beyond the Directed Study requirement.
- Projects associated with courses specific to Emphasis areas or Focus areas can be used for Honors only if they are an overload for a course credit being used for graduation.
- For students participating in a dual degree program (MBA, MPH, MHI), the coursework being used for credit towards the other degree cannot be counted as an overload course for College of Pharmacy Honors, although it may be used for Honors with the other degree.

HONORS COURSES

- You must obtain a grade of A or B
- Each course provides one Honors option, regardless of the academic credit load listed in the syllabus

Approved Honors Courses:

- Phar 6150 Medicinal Chemistry Seminar
 - Phar 6160 Experimental and Clinical Pharmacology Seminar
 - Phar 6250 Social and Administrative Pharmacy Seminar
 - Phar 6260 Pharmaceutics Seminar
 - Phar 6394 Critical Care Seminar
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- Pharmacy, Public Health or other Pharmacy-relevant courses can be used for an Honors option if they are not counted in the 15 credits of required electives. These courses will appear on your transcript for academic credit and contribute to your GPA. These courses fit the definition of an overload that is of educational value involving a 20 or more hours of effort.

HONORS PROJECTS

- Must involve at least 20 hours of effort and you need to have learned something relevant to Pharmacy by doing the project
- Must not also be counted as credit toward PharmD degree requirements

Examples of Honors Projects: *All must be 20+ hours of effort*

- Research project such as Melendy, UROP, and other research in a faculty member's laboratory or clinic, or marketing research with a preceptor, as long as it is not for credit used for graduation. The type of research is not important as long as it is pharmacy. Often the research and a written report can be considered as two Honors options (if they both meet the 20+ hours of effort requirement).
- Literature review paper or other coursework-related projects with a faculty mentor on a topic of mutual interest
- Oral presentations, including class lectures, drug utilization reviews, outreach talks in schools, etc.
- Medical missions
- Volunteering at PNC, HOPE or another clinic
- Immunizations or health fairs
- Tutoring Pharmacy students in the Student Resource Center or other organized

- College of Pharmacy remedial program
- Conference attendance or participation
- Leadership activities such as President of a student organization or development of new programs in an organization
- Service at College of Pharmacy events
- Any student-designed project that is approved by your Honors Coordinator

TIPS FOR SETTING UP AN HONORS PROJECT

- Identify an advisor whose teaching, research, or service activities interest you
 - Faculty members, preceptors, employers, or clinicians make great advisors
- Express your interest in working on a project with the potential advisor
 - Provide details of your project scope and timeline
 - Provide details of the Honors Project requirements
 - Recognize that it must be educational, be above and beyond regular course load, and involve 20+ hours effort
- Some particularly large or demanding projects may be approved for two Honors options, if it is possible to break a large project into two logical pieces and present them for approval as separate projects
- In general, you should have no more than two Honors options with the same advisor

DOCUMENTING HONORS OPTIONS

You must submit one Honors Program Reporting Form for each completed Honors option you wish to document for approval:

Honors Reporting Form: <http://z.umn.edu/honorsreportingform>

Be prepared to include the following details:

- Honors Course:
 - Title
 - Semester completed
 - Grade obtained
- Honors Project:
 - Project title
 - Faculty advisor
 - Project duration

- Total hours effort
- Project description

Documentation:

In addition to submitting the completed form, you will need to submit documentation to your Honors Coordinator by email:

- Electronic copy of a research report or poster
- Power point of a presentation
- Photos from an event

- For activities that do not generate electronic documentation, a good strategy is to send the information you provided in the Honors Program Reporting Form in an email to your faculty mentor, and ask them to forward it to your Honors Coordinator marked 'OK' if it meets the requirements.
- If your activity does not have a faculty mentor, such as volunteering at PNC or HOPE, have the student coordinator attest to your participation of 20+ hours in an email to your Honors Coordinator.

Verification of Honors Options:

Honors Course:

- The Office of Student Services (OSS) will provide verification of the course title, semester, and grade to the Honors Coordinator on your campus.

Honors Project:

- After receiving documentation, the Honors Coordinator will send an email confirming the option is completed, or requesting additional documentation if required.

Honors Program Completion:

The Honors Coordinator will send you an email confirming the completion of the five Honors options. They will then submit your name to OSS for designation on your transcript, diploma, and inclusion in the commencement program.