



HONORS COLLEGE

The University of Texas at Arlington

SENIOR PROJECT GUIDELINES FOR COMMUNITY SERVICE LEARNING

(Updated July 2014)

If your academic major allows you to use community service learning (CSL) for the Honors Senior Project, and if you wish to take this option, then you should do the following:

1. Find a service learning opportunity through UTA's Center for Community Service Learning (www.uta.edu/ccsl).
2. Identify a UT Arlington instructor in your department (a tenured or tenure-track faculty member or a full-time lecturer) to serve as your mentor. Your mentor should have some familiarity with community service learning (CSL). As a guide and coordinator of your work, your faculty mentor will, among other things, ensure that your service learning project is sufficient to meet the standards of an Honors Senior Project. Your schedule is negotiable, but the number of hours you spend on this project should be *at least* the equivalent of a three-hour course (45 contact hours over the course of a long semester).
3. Arrange for a professional liaison at the location of your CSL project to oversee your work. The precise duties, responsibilities, and/or deliverables are determined among you, your CSL supervisor, and your faculty mentor *at the beginning of the semester* so that all agree on expectations. Your faculty mentor will require a substantive paper as outlined below for Honors credit and should make the requirements clear to you in advance.
4. Working in consultation with your mentor, complete and submit a Senior Project Proposal and Proposal Form to the Honors College (www.uta.edu/honors/documents/project/project_proposal.pdf).
5. The proposal should identify a disciplinary topic, note relevant published research on the topic, and establish how you plan to use the CSL experience to study it. Once your proposal has been approved, an Honors advisor will contact you about enrollment in a course.
6. Maintain a journal or other record of your CSL experiences and arrange to meet with your faculty mentor regularly (at least biweekly) during the semester to review your CSL work as it progresses.
7. At the end of the semester, your CSL liaison will submit a letter to your faculty mentor evaluating your performance and recommend a grade. You will submit to your faculty mentor a portfolio that includes two parts: your notes or journal and a substantive written product. The latter should contain both an academic study of the disciplinary topic and a reflective component that outlines the academic and personal significance of the CSL experience. You might also consider how the CSL complemented on-campus coursework in your major, or even changed your conception of that academic discipline and its contribution to society. Your faculty mentor will evaluate the portfolio and determine an appropriate grade.
8. To satisfy the requirement for the Honors Senior Project, submit the substantive written product in the Senior Project template to the Honors College for final approval (www.uta.edu/honors/project/thesis/HonorsThesisTemplate.docx), and present your project at the Honors Research Symposium (HRS). A successful presentation will not only describe the CSL experience and its role in your academic and personal development, but also place that experience within a larger academic context, either of your discipline specifically or of the place of CSL opportunities in higher education more generally.