Criteria For Honors Portfolio

Portfolios have multiple parts, all of which must be submitted for completion:
1. The student’s original Honors Portfolio proposal;
2. Portfolio artifacts;
3. A minimum 10-12 page reflection paper that pulls together the artifacts of the portfolio (see below).

Honors Portfolio:
Submission of a well conceived, well executed, and coherent portfolio that has all of the following elements:
• A 10-12 page reflection essay that clearly states the purpose and significance of the portfolio project and should be formatted similar to the Honors Thesis
  o must show evidence of solid grounding in, mastery of, and experiential engagement with the relevant existing scholarship or creative work and skills in the field the student is located in
  o has evidence of a deliberate and thoughtful design of the portfolio’s various components/artifacts, the process of putting the portfolio together, and any future directions for the portfolio
  o must discuss the individual components and how they contribute to the portfolio’s cohesion and purpose, as well as how the individual components build on each other to showcase the student’s intellectual growth, creativity, etc.
  o Proofread and revised for appropriate format, grammatical errors, appropriate format for the field
    ▪ As appropriate, contains well-labeled and attributed tables and figures as supplementary material
    ▪ Has a complete Works Cited or Bibliography included in the proper format
• Components/artifacts that are evidence of sustained study or work on a topic, skill, or theme as determined by student and mentor, accompanied by an introductory description
• Represents work equivalent to or exceeding the work expected in a Senior Honors Thesis
• Is of uniformly high quality throughout and clearly represents work above what is expected of a typical undergraduate in the major.

Senior Honors Award for Outstanding Work:
A student’s evaluating committee (advisor and committee member(s)) may recommend an exceptional Portfolio for submission to the Honors Council, which will determine awards for the most outstanding Honors projects in each semester cycle. These Portfolios should represent excellent work that stands out even among other Honors work.
• Must have all the elements of an Honors level capstone project
• And demonstrates at least one of the following criteria at a level higher than an Honors Project and approaching master’s level work
  o Makes a significant contribution to the field or community and/or
  o Demonstrates analysis at a high/sophisticated level and/or
  o Uses innovative methodology
• In addition, the student should have demonstrated a high level of independence and initiative for the project, as determined by their evaluator
• Approaches Master’s level work in terms of significance, scope, contribution or analysis.

No Honors
• A portfolio does not get submitted
• A portfolio is submitted, but:
  o Does not have a (strong) reflection essay
  o Reflects poor or no research or creative work on the part of the student as evidenced in the essay or accompanying components/artifacts
  o Does not provide a linking thread for each of the components/artifacts
  o Is not submitted electronically
  o Is submitted electronically but mentor/committee member/Honors Council do not have full access to all artifacts/components
  o Is poorly designed or incomplete (does not reflect equivalent work to a Senior Thesis)
  o Is badly written (many typographical and grammatical errors, little evidence of proofreading or revision)