

 FLORIDA ATLANTIC UNIVERSITY	NEW/CHANGE PROGRAM REQUEST Undergraduate Programs		UUPC Approval <u>10/10/22</u> UFS Approval _____ Banner _____ Catalog _____
	Department Management Programs College College of Business		
Program Name Honors in International Business	<input checked="" type="checkbox"/> New Program* <input type="checkbox"/> Change Program*	Effective Date (TERM & YEAR) Spring, 2023	
<p>Please explain the requested change(s) and offer rationale below or on an attachment.</p> <p>The Honors in International Business (hereafter also referred to as the Honors program) will provide FAU undergraduate students the opportunity to achieve academic excellence beyond the level of standard course work by completing honors-level enrichment within and outside of coursework in International Business. Students interested in pursuing the Honors designation in International Business will need to meet the eligibility and admission requirements noted in the proposal (attached). Each student's Honors program of study will include 9 credit hours in Honors course work in upper-level International Business courses, in addition to other enrichment detailed in the proposal.</p> <p>Undergraduate students who successfully fulfill all requirements and have a final cumulative GPA of 3.25 or greater at the time of degree conferral will receive a designation of "Honors in the Major" on their transcript.</p> <p>Attached documents provide support for this change request. Specifically:</p> <ol style="list-style-type: none"> 1) The Honors in International Business proposal, per the requirements set forth by the University Honors Committee. 2) Written approval from Dr. Cheryl Jarvis, Chair of the Marketing Department at the time of approval, to include designated Marketing Department courses as part of the IB Honors program. 3) Written approval from Dr. Emilio Zarruk, Chair of the Finance Department at the time of approval, to include designated Finance Department courses as part of the IB Honors program. <p><small>*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.</small></p>			
Faculty Contact/Email/Phone dherst@fau.edu 561-297-3763		Consult and list departments that may be affected by the change(s) and attach documentation Marketing Department - Documentation attached Finance Department - Documentation attached	
Approved by Department Chair <u><i>Paul E. Gault</i></u> College Curriculum Chair <u><i>Ethlyn Williams</i></u> College Dean <u><i>Paul Hen</i></u> UUPC Chair <u><i>Ethlyn Williams</i></u> Undergraduate Studies Dean <u><i>Dan McCreoff</i></u> UFS President _____ Provost _____		Date <u>8/18/22</u> <u>8/29/2022</u> August 29, 2022 <u>10/10/22</u> <u>10/10/22</u> _____ _____	

Email this form and attachments to micmdug@fau.edu seven business days before the UUPC meeting.

PROGRAM DESCRIPTION

Honors in International Business

Overview

The Honors in International Business (hereafter also referred to as the Honors program) will provide FAU undergraduate students the opportunity to achieve academic excellence beyond the level of standard course work by completing honors-level enrichment within and outside of coursework in International Business. Students interested in pursuing the Honors designation in International Business will need to meet the eligibility and admission requirements noted below. Each student's Honors program of study will include 9 credit hours in Honors course work in upper-level International Business courses, in addition to other enrichment detailed in this document.

Undergraduate students who successfully fulfill all requirements below and have a final cumulative GPA of 3.25 or greater at the time of degree conferral will receive a designation of Honors in the Major on their transcript. The transcript designation will include:

- **“Honors in International Business”**

Requirements for Eligibility and Admission to the Honors in the Major in International Business:

(Program entry is limited to 20 percent of students within the International Business major, including transfer students.)

- Acceptance into the College of Business at FAU as a declared major in International Business.
- Cumulative/Overall GPA of at least 3.25.
- Formal application can be submitted after completion of, or in the semester of completing, 30 credit hours and no later than 3 weeks prior to the beginning of the semester for which students seek to enroll in the Honors in the Major Program. Transferred courses from incoming students will be evaluated on a case-by-case basis.

The application package should include:

1. Application form
2. Unofficial transcript
3. Resume
4. Personal statement
5. A letter of support by a member of the International Business department faculty.
6. A brief interview, the result of which will be added by an interviewer after packet submission. The director or a designated faculty member will conduct interviews.

Requirements to maintain Eligibility to the Honors in the Major in International Business

- Maintain good academic and ethical standing.
- Maintain cumulative GPA of at least 3.25 overall.
- Maintain cumulative GPA of 3.5 in all three Honors-in-the-Major courses.
- Participation in all enrichment requirements.

If any of the above standards for maintaining eligibility in the program are not met, students will be advised accordingly on how to undertake remedial actions.

Students will not be allowed to continue in the Honors program for:

- Violation of the Code of Academic Integrity.
- Any grade of less than a “B” in an Honors-in-the-Major enrichment course. Please see below for more details.

The Honors in International Business Enrichment Requirements

Honors-level enrichment includes all designated ways in which a student in the International Business Honors program will experience an improved and enhanced quality education in the major of International Business at FAU.

If the enrichment requirements detailed below are not met, the student will not receive the Honors designation. However, work towards their degree and grades received for each course completed will be unaffected.

Requirement #1: General Enrichment

In general, Honors students will be required to:

- Participate in a form of extensive mentoring in practical research by department faculty or approved departmental affiliated faculty, culminating in the completion of the Capstone Project as detailed below.
 - In addition to course instructors, Honors students will meet regularly with a designated faculty mentor from the International Business Program.
- Honors Students will be required to join the undergraduate club for the International Business Program – currently named the Student Global Business Association. Honors students will be expected to participate in activities and, where possible, serve as officers.
- Honors students will be invited to all of the International Business Program’s faculty seminars and workshops.
- Students will have a total of 2 years to complete all requirements for the Honors program, after which they will have to meet with the director to discuss their situation and options.
 - NOTE: Prior to application, students who have already completed four (4) or more of the approved Honors-level courses available in the program are not eligible for the program. Please see the next section for a list of approved courses.

Requirement #2: Coursework

The Honors in International Business program requires the completion of three (3) courses where additional enrichment requirements have been agreed upon. These requirements will be determined between the student and the instructor of the course according to an Honors Compact.

Course Selection and Honors Compact Procedure

1. Students must register for an approved course that may be designated as Honors-level. Courses that may be designated as Honors-level include:
 - MAN 3600 International Business
 - MAN 4610 Managing Human Resources Globally
 - MAN 4602 Global Business Operations
 - FIN 4604 International Finance
 - MAR 4156 International Marketing
 - MAN3442 International Business Negotiations
2. Students will approach the course instructor and request that the course be designated as Honors-level.
 - a. This decision is entirely the instructor’s - the instructor is not required to work with the student. However, a system will be developed so that all faculty will share the responsibility of supporting the Honors Program coursework requirements.
3. The student will present the Honors Compact to the Instructor with their portion of the form completed.
 - a. A form for the Honor’s Compact will be provided by the International Business program.

4. The instructor will determine the nature of the honors-level enrichment of the course.
5. After the student and the instructor sign the Honors Compact, it will be sent to the Honors in International Business program faculty advisor, as well as to the University Honors Director, for final acceptance.
 - a. Honors Compacts must have final approval completed no later than 3 weeks after the beginning of a semester.

Students will take Honors course #1 in their first semester of their first year of the Honors program, followed by Honors course #2 and #3 in subsequent semesters. Ideally Honors courses should be completed no later than the end of the Fall of their senior year at FAU.

Requirement #3: Honors Capstone Project

In addition to coursework and general enrichment, students in the Honors in International Business Program will also need to complete a Capstone Project. A student's Capstone Project consists of two parts: An experiential component, followed by the creation of a portfolio exploring the connections between work completed in their Honor's Compacts and the experiential component. The final portfolio will act as their Honors Capstone Project.

Part 1: Experiential Component

1. Completion of the equivalent of one semester of ONE (1) of the following experiences after entering the IB Honors program:
 - a. Study abroad. Study abroad will be as a full-time enrolled student at an International Business Program and/or FAU approved foreign university or college.
 - i. MAN 4956 International Business Study Abroad course enrollment, or approved equivalent, required for at least one (1) semester.
 - b. International internship with an organization that is doing, or dealing with, for-profit business. All while living in a foreign country. The International Business Program must grant approval of the internship before it has begun.
 - i. MAN 4940 Management Internship course enrollment required for at least one (1) semester.
 - c. Domestic internship with international requirements for at least 50% of required on-the-job duties. The International Business Program must grant approval of the internship before it has begun. Again, the organization must be doing, or dealing with, for-profit business.
 - i. MAN 4940 Management Internship course enrollment required for at least one (1) semester.

Part 2: Honors Capstone Portfolio Project

Honors students will create a portfolio consisting of the following:

1. Completed work from all three Honors Course Compacts.
2. A major analysis of the experiential component using prior Honor's Compact coursework.
 - a. Analysis will consist of applying Course Compact work to real-world situations experienced by the student during an internship or study abroad.
 - b. The ultimate goal with the portfolio project is for students to see connections among their honors experience and to document for others their honors-level achievements.

The Capstone Portfolio Project will be evaluated utilizing a set of criteria designed according to the type of experiential component chosen by the Honors Student (please see above). In addition, the portfolio will represent at least 25% of the student's grade in the associated internship/study abroad course. Honors students will be required to score at least a 75% on their final Capstone Portfolio Project to complete the requirement.

Please see the Appendix for a sample of the Honor's Capstone Portfolio Scoring Criteria.

Appendix

Appendix I: Honor's Capstone Portfolio Requirements and Scoring - Example

Formatting (10% of score)

- Microsoft Word file format.
- APA style for main document including but not limited to citations, quotations, footnotes, reference page, etc.
- Cover page including title and author.
- Double-spaced
- Sections:
 - *Primary analysis* – application of Honors Compact writings and international business theory to events that occurred during experiential component of the Capstone Project.
 - 20-30 pages in length.
 - *Honors compacts* – Appendix including all three (3) honors compacts previously completed, along with completion approvals.
 - *Documentation* – Appendix to include any additional forms such as internship approval, etc.

Content and Analysis (75% of score)

- Identify key theories or concepts from each of the courses in your Honors Compact (i.e., three to six in all) and explain why you think they are important to IB.
- Describe your observations regarding IB practices with respect to specific theories and concepts from coursework, in particular, to those noted above. Detail the extent to which the coursework adequately prepared you for the study-abroad or internship. How did your experiences align with the theories?
- Present your reasons for participating in the honors compact. Provide feedback on the program and evaluate the degree to which the program fulfilled its stated objectives.
- What advice do you have for other students who are contemplating going into the IB Honors Program?
- Cut-and-paste a complete job posting for an IB job you would like to have upon graduation. Imagine you are being interviewed for that position with that company and you are asked the following.
- What knowledge, skills, and abilities did you gain from the experience? Recall some formative encounters, insights, and skills that you gained from your study-abroad or internship experiences and relate how these have benefited your personal and professional development. What will you say?

Structure, Organization, and Grammar (15% of score)

- Clear introduction, body, and conclusion
- Logical and coherent sequence of ideas
- One main idea per paragraph with development (supporting information)
- Effective use of transitions, creating fluidity of ideas throughout
- Writing maintains a clear intent and direction relative to validating the ideas
- Spelling, Punctuation, Capitalization
- Word choice and usage
- Sentence structure and variety
- Avoidance of the use of contractions, 1st & 2nd person, and past tense (when referring to the action in the literature)



HONORS COMPACT PROPOSAL AND APPROVAL FORM

Must be completed by the student and submitted to the department chair (or the director of the honors program to which the course will be applied) no later than the "Last day to drop/add courses without consequences" of the term in which the Honors Compact will be completed.

Student Name _____

Student ID# _____ **E-mail** _____

Student Address _____

Student Cell# _____

Course Name _____

Course Prefix/# _____ **Semester/Year** _____

Instructor Name _____

Instructor Phone _____ **E-mail** _____

Describe what the student will do in order to fulfill this Honors Compact.

Describe the tangible and gradable "project" that will be produced as part of this Honors Compact.

Describe how this Honors Compact leads to a learning experience that is substantially different from and richer than what the student would otherwise experience in this course.

This Honors Compact may best be described as reflecting the following honors theme (check ONE):

- Interdisciplinarity and connections among academic fields
- Research and access to direct sources of knowledge
- Leadership
- Service learning
- Creativity, innovation, and entrepreneurship
- Civic engagement
- Collaboration
- The unique setting of southeastern Florida
- Other (please specify below):

TO BE COMPLETED BY THE STUDENT (BEFORE COMPACT BEGINS)

I agree to complete all of my responsibilities for this project and to submit all required work to the instructor no later than the last day of the final exam period. I agree to meet with the instructor outside of class at least three times during this term to discuss my work on this Honors Compact and my progress towards its completion. My cumulative GPA is 3.00 or higher, and I have a cumulative GPA of at least 3.25 in my major.

Student Signature _____

Student Name _____

Date _____

TO BE COMPLETED BY THE INSTRUCTOR (BEFORE COMPACT BEGINS)

I agree to inform the **University Honors Director** (and my chair, where appropriate) whether the student has successfully completed this Honors Compact no later than the last day of the final exam period. I agree to meet with the student outside of class at least three times during this term to discuss his or her work on this Honors Compact and his or her progress towards its completion.

Instructor Signature _____

Instructor Name _____

Date _____

TO BE COMPLETED BY THE DEPARTMENT CHAIR OR DIRECTOR OF THE HONORS PROGRAM TO WHICH THIS COURSE WILL BE APPLIED

In my judgment, this project fully meets the University Honors Council's guidelines for an Honors Compact.

Signature _____ **Date** _____

TO BE COMPLETED BY THE INSTRUCTOR (AFTER THE DUE DATE FOR THE COMPACT HAS BEEN REACHED)

The student Compact **has** successfully completed this Honors Compact **has not** by the date on which all requirements were due.

Instructor Signature

_____ **Instructor Name**

Date
