

**University Honors Program
Committee Guide to the Senior Honors Thesis**

**HONR 499
The Senior Honors Thesis**

The Senior Honors Thesis is the quintessential capstone experience that allows students to explore academic areas of their most passionate interests, engage in the process of discovery, and make a creative contribution in their areas of interest and expertise.

To be a committee member, you must:

- Teach at CSU as a full-time, part-time, or transitional academic faculty member above the rank of instructor (Assistant, Associate, Professor), or be an Emeritus Professor.
- Have attained a doctorate (Ph.D.) or the terminal degree in your field.
- Be on campus during the semester in which the student is completing his/her thesis.
- Be familiar with the requirements in the *Honors Thesis Guide* (www.honors.colostate.edu/forms)

Exceptions to these requirements must be approved by the Honors thesis adviser and the Honors Program Director. The procedure for making the request is in the Honors Thesis Guide.

Senior Honors Theses can be created in a variety of formats, and all include a formal written component and a formal oral presentation. If the main product of the Senior Honors Thesis is not in written form, a formal reflection paper must also be submitted which is described in Appendix II in the Honors Thesis Guide.

All Senior Honors Theses must include a written and oral communication requirement. The writing component varies by the type of Senior Honors Thesis (e.g., research, design project, artistry, and/or scholarship). The style conform to the accepted norms in these areas. The oral communication component consists of a minimum 15-20 minute extemporaneous oral presentation by the Honors Student by a question and answer session with the committee and guests. Poster presentations at university, regional, or national professional meetings meet the oral presentation requirement.

A penultimate draft should be given to you and the faculty adviser by student by the 13th week of the semester.

Students are responsible for completing the formal oral presentation by the 15th week and submitting a final electronic copy of the thesis, which incorporates final recommendations, to

honors@colostate.edu by the end of finals week. If this is not done an “I” grade will be recorded until the thesis is completed.

In conjunction with the faculty adviser, you must complete and sign the evaluation form for the student’s formal oral presentation and must be submitted to the honors@colostate.edu by the last day of finals week.

The faculty thesis adviser will determine the thesis grade based on the quality of the student’s work, the written component, and the oral presentation.

The Honors Thesis shows senior-level scholarship and writing. The oral presentation experience is much more of a celebration and showcase than a defense of the student’s work.

Committee Member Requirements & Responsibilities

As a committee member, you:

- May serve as a resource for the student.
- Must review the penultimate draft of the thesis and forward comments to the thesis adviser.
- Must participate in the oral thesis presentation, discuss recommendations for the final grade with the thesis adviser, provide feedback on the presentation, and sign the affirmation statement on the Honors Thesis Evaluation Form.

The thesis adviser makes the final decision about the recommendations and the final thesis grade; your comments and observations are an important part of the process. Your signature indicates that the student completed all tasks associated with the thesis and gave a formal presentation on the thesis.

The Senior Honors Thesis is an independent research project or other creative activity developed and completed by the student with your assistance. The hope is that both you and your student will find the completion of the Senior Honors Thesis to be an enjoyable and enriching process.