

**Dickinson State University's
THEODORE ROOSEVELT
HONORS LEADERSHIP PROGRAM**



I. GENERAL ACADEMIC POLICIES

- A. All participants in the Theodore Roosevelt Honors Leadership Program must be baccalaureate degree seeking.
- B. All TR Program courses involve intensive reading and writing assignments.
- C. Students must follow the **Course of Study** outlined in these pages and take additional courses in their discipline majors or other general education courses to total a full-time student load of 12 hours or more of course-work.
 - 1. Nursing students take English composition in sophomore year, not freshman year.
 - 2. English Composition taken for high school dual credit does not count toward TR curricular requirements. Both Honors Composition I and II must be taken.
 - 3. Public Speaking taken for high school dual credit does not count toward TR curricular requirements.
- D. Students accepting the Theodore Roosevelt Honors Leadership Program scholarship are expected to participate in both curricular and co-curricular activities. Curriculum requirements are detailed in the **Course of Study** section. Co-curricular activities may include luncheons, videoconferences, special learning opportunities, conferences, study tours, student enrichment opportunities and colloquia. (Credit may be earned for some of these activities.) Consequences for unsatisfactory participation in co-curricular activities are detailed below in § II. B. 1-3.
- E. Students may enter the Theodore Roosevelt Honors Leadership Program as sophomores. If so, they enter the curriculum at this level and continue through the senior year and graduation, but must contract with the TR Program Director to make up required coursework in order to graduate with TR Distinction and earn the Leadership Studies Minor. Requirements may be met out of sequence, where conflicts arise, after the freshman year. (This **Course of Study** offers a reasonable plan for completing the TR Program requirements in a systematic fashion, and should not be viewed, therefore, as binding absolutely in terms of when requirements are met. Internships, for example, may be more available in one's field in Fall than Spring of the Senior year or one may even find it advantageous to complete the internship the summer before the Senior year. This is perfectly acceptable. In other words, there is no discretion as to whether an internship is done; there is discretion as to when it is done.)
- F. Theodore Roosevelt Scholars who study abroad at a university that has a formal exchange agreement with DSU can maintain their TR Scholarship, but must enroll in equivalent honors courses at the foreign university or in courses approved, before the beginning of the study abroad experience, by the TR Program Director.

II. MAINTENANCE OF HONORS PROGRAM STATUS

- A. Students must enroll in all appropriate courses (detailed in the **Course of Study** section) and maintain a minimum cumulative grade point average (GPA) of 3.25 for each semester enrolled at DSU as part of the TR Program. Transfer students must have a 3.25 cumulative GPA for all colleges attended.
1. If a student's GPA drops below 3.25 for all coursework attempted, a warning letter will be sent from the TR Director's Office notifying the student that he or she will have one semester in which to raise the GPA over 3.25. A copy of the warning letter will be sent to the Dickinson State University Foundation in the Office of Development and Alumni Relations.
 2. Irrespective of cumulative GPA, failure to maintain a semester GPA of 3.25 for two consecutive semesters at any time, will result in removal from the Honors Leadership Program by the program director and a forfeiture of the Theodore Roosevelt Scholarship award with notification being sent to the DSU Foundation Office.
 3. Appeal of this removal or requests for waiver of this requirement because of special circumstances must be submitted in writing to and received by the Director of the Theodore Roosevelt Honors Leadership Program within 10 working days of student receipt of either a letter of warning or of non-renewal.
 4. Students may be placed on academic probation only once in their career as a TR Scholar. Being placed on academic probation a second time results in removal from the program and forfeiture of the scholarship. Being placed on both academic and participation probation at the same time indicates a lack of suitability for continuance in the TR Program and will also result in immediate removal.
 5. Students removed from the TR Program MAY NOT apply for re-admission to the program or the scholarship award.
 6. Students who have been removed from the TR Program MAY NOT enroll in the special honors courses unless the course is a lower level course used for a general education requirement and has non-honors students enrolled.
- B. Freshman Seminar students are required to participate in a variety of Special Learning Opportunities designed to insure both success in college and successful completion of the TR Program. All other TR Scholars are required to participate in at least three Co-Curricular Activities per semester (see § I. D. above) **plus** all activities deemed mandatory by the Director (e.g., donor luncheon, special programs sponsored by other departments, etc.). When a TR Scholar is enrolled in the LEAD 491 Student/Faculty Collaborative Scholarship/Research proposal for 1 credit, that conference does not count toward the participation requirement. LEAD 491 is a "stand alone" requirement.
1. If a student demonstrates unsatisfactory program participation, by not attending at least three co-curricular activities in a given semester, plus all events deemed mandatory by the Director, the student will be placed on program probation the following semester. The student will be notified by letter from the Director.
 2. The student will have one semester to demonstrate satisfactory participation. Failure to demonstrate satisfactory participation thereafter will result in removal from the Honors Leadership Program by the program director and a forfeiture of the TR Scholarship award with notification being sent to the DSU Foundation Office. (§ II.A.3-5 apply here)

3. Students may be placed on participation probation only once in their career as a TR Scholar. Being placed on participation probation a second time results in removal from the program and forfeiture of the scholarship. Being placed on both academic and participation probation at the same time indicates a lack of suitability for continuance in the TR Program and will also result in immediate removal.
 4. Attendance requirements are satisfied in the event of a scheduling conflict that has been brought to the attention of, and cleared by, the TR Director prior to the event. In the event a TR Scholar misses a mandatory monthly class meeting, he or she has one week to get updated by his or her TREC representative. Because it inconveniences the TREC representatives to continually update individuals who do not bother to attend mandatory monthly class meetings, TR Scholars are allowed to get updated only once per semester. If work or school obligations necessitate missing more than one class meeting in a semester, bring it to the attention of the TR Director prior to the absence.
- C. Students must submit a TR Program Progress Update Form to the TR Director's Office at the conclusion of each semester. This form supplies an array of important data used to improve the program and facilitate timely graduation. Failure to do so results in a hold being placed on the TR Scholarship.

COURSE OF STUDY

Year One

Fall Semester

Required Courses:

Credit Hours:

- | | |
|-------------------------------------|------------------|
| 1. ASC 100, Freshman Seminar | 1 credit |
| 2. COMM 111, Honors Public Speaking | 3 credits |
| 3. ENGL 111, Honors Composition | <u>3 credits</u> |

TOTAL 7 credits

Special Learning Opportunities (Freshman Seminar includes a number of the following)

1. Leadership Videoconference.
2. Predictive Index Workshop - Leadership Profiles.
3. Lunch with the President - The Roosevelt scholars will meet for lunch with the University President and a guest. Guests will include business leaders, government officials, authors, and international scholars. Guest presenters will address the group and answer questions related to leadership, the future, and the guest's area of expertise.

Spring Semester

- | | |
|---|--------------------------------|
| 1. LEAD 100- 21 st Century Leadership* | 3 credits
(Special Section) |
|---|--------------------------------|

What is the best way to demonstrate leadership within society? How should we prepare ourselves as future leaders? This course examines the development of leadership theory from Plato to the present. The focus of the course is on those ideas relative to leadership and collaborative decision making techniques most relevant for effective leadership in the 21st Century.

21st Century Leadership Counts as both a GE and LEAD requirement.

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|------------------------------------|-----------------|
| 2. ENGL 121, Honors Composition II | 3 credits |
| 3. LEAD 296, Study Tour* | <u>1 credit</u> |

(Tour arranged and graded by TR Director, credit awarded on a pass/fail basis) **TOTAL 7 credits**

Special Activities (examples)

1. Freshman Orientation. Includes basic personal enhancement training (based on *7 Habits of Highly Effective People*). (Personal enhancement training, both introductory and advanced, is a special learning opportunity made available to all TR Scholars. Introductory level training is mandatory for First Year TR Scholars. Advanced level training is offered for those who wish to take it anytime following completion of the introductory workshop.)
2. Study Tour, if not taken for credit.

* these classes and projects count toward the Leadership Studies Minor.

3. There will be enrichment opportunities involving prominent guest presenters from business, government, and education. Some are mandatory, others are student's choice.
4. Midwest Region National Collegiate Honors Council conference.
5. Dac-10 Student Leadership Weekend.
6. Lunch With the President.

Year Two

Fall Semester

1. PSYC 299, Group Dynamics* 3 credits

This course focuses on the genesis, dynamics, and outcomes of small group interactions, with particular emphasis on the development and expression of leadership skills. The course is both didactic and experiential in nature by review of techniques to facilitate group interactions and by the provision of opportunities to implement knowledge and techniques in a therapeutic milieu.

2. LEAD 200, Seminar in Leadership & Change* 1 credit

Exploration of leadership in a world of change: understanding paradigm shifts and adjusting to dislocation, conflict, confusion, and uncertainty.

TOTAL 4 credits

Students take additional courses in their discipline major.

Special Activities (examples)

1. Serve as a Freshman Seminar mentor
2. Participation in a videoconference
3. There will be enrichment opportunities involving prominent guest presenters from business, government, and education. Some are mandatory, others are student's choice.
4. Participation and membership in at least one campus organization

Spring Semester

1. COMM 216, Intercultural Communication* 3 credits
(For World Leadership)

Exploration and application of theories and principles of intercultural communication for leadership in regional, national, and international contexts. Includes strategies for conflict management and cultural synergy. Some field trips and guest lectures.

Intercultural Communication counts for both GE and LEAD requirements.

2. LEAD 267, Entrepreneurship/Leadership Seminar* 2 credits

A survey course designed to introduce non business majors to the world of small business management. Includes readings and in class discussions of: how to write a good business plan; fundamentals of small business management; resource location and financing for a new business; basic accounting procedures; strategic marketing exposed, with an emphasis on interactive learning in a group setting.

TOTAL 5 credits

* these classes and projects count toward the Leadership Studies Minor.

Students take additional courses in their discipline major.

Special Activities (examples)

1. Serve as a Freshman Seminar mentor
2. Midwest Region National Collegiate Honors Council conference.
3. Attend a student research conference or poster session.
4. Dac-10 Student Leadership Weekend.

Year Three

Fall Semester

1. LEAD 495, Service Learning Project* 3 credits
90 hours minimum service, not for pay, in a project/activity designed in collaboration with a supervising professor and a leader in some form of service organization, and approved by the TR Program Director. To be completed at any time during the course of study; 1-3 credits at a time. (Organized by discipline faculty and/or chairperson through Student Development Career Services Office, May 206.)

2. Take one the following TR Program approved electives: 3 credits
COMM 308, Argumentation
ENGL 499/GEOG 499, TR Conservation Legacy
ART 499, World Folk Art
(This list of electives is growing. Until the list is complete, TR Scholars may submit an elective approval form, available in the TR Program Office.)

Total **6 credits**

Students take additional courses in their discipline major.

Special Activities (examples)

1. Serve as a Freshman Seminar mentor for Theodore Roosevelt Freshmen Scholars
2. Videoconference
3. Participation in campus service leadership
4. Lunch with the President

Spring Semester

1. LEAD 300, Global Leadership* 1 credit

This course surveys leadership theory with the intent to cultivate in students a global vision of leadership, for example, through institutions like the United Nations and the World Court.

2. Special student/faculty collaborative scholarship/research proposal:

LEAD 491, Independent Study* 1 credit

A project designed and proposed by student, organized by faculty supervisor, approved by TR Director, suitable for presentation at an undergraduate conference or poster session.

TOTAL **2 credits**

Students take additional courses in their discipline major and explore internship possibilities.

Special Activities (examples)

1. Participation in campus leadership
2. Collaborative Research
3. Videoconferences
4. Study Tour

* these classes and projects count toward the Leadership Studies Minor.

Year Four

Fall Semester

1. LEAD 494, Honors Thesis Research /Scholarly Project* 3 credits
This project entails hands-on research where possible. If no opportunity of that nature exists, arrangements will be made for an alternative suitable for both departmental and TR Program objectives. Arranged through Department Chair, approved by TR Program Director.
- TOTAL 3 credits**

Students take additional courses in their discipline major.

Special Activities (examples)

1. Serve as a Freshman Seminar mentor
2. National Collegiate Honors Council conference

Spring Semester

1. LEAD 497, Internship* 2 credits
Students will be placed in an off-campus company or agency, which will provide the student with specific activities that will demonstrate the correlation between academic study and leadership experience. Arranged, where possible, the semester prior to the internship, through Department Chair, approved by TR Program Director. DO NOT wait until your senior year to arrange the internship. There may be an application process/deadline.
(This internship is designed to coincide with any internship required within the discipline major.)

Students take additional courses in their discipline major. **TOTAL 2 credits**

Special Activities (examples)

1. Serve as a Freshman Seminar mentor
2. Videoconference
3. Serve on student publication board
4. Undergraduate Research Conference
5. Midwest Regional National Collegiate Honors Council conference

TOTAL CREDITS OF COURSEWORK FOR GRADUATION WITH TR DISTINCTION 36 credits

15 credits of the 36 total count toward meeting the General Education requirement as substitute courses for baccalaureate degree-seeking students who must complete all 39 hours within the DSU General Education component.

10 credits of independent study, collaborative research, service learning, and study tour credits may be substituted for similar major/discipline requirements.

24 credits of the 36 total are taken in core Honors Leadership courses by all TR Scholars together as a learning community.

The Leadership Studies Minor is earned by completing the 23 credits detailed on page 12.

Honors faculty recommend conferring Red Honors Program Cord to be worn with academic regalia at commencement. Approved by Faculty Senate: May 10, 2001

FREQUENTLY ASKED QUESTIONS

If the Course of Study doesn't fit into my schedule, can I take classes other than the year it says to take them?

It is important to realize that new TR Scholars are automatically enrolled in the courses they are required to take in a given semester. As a result, they are expected to fill out their schedule with other courses that do not conflict with the honors courses. The **Course of Study** for first year students is designed to help prepare them for success in college and to establish intellectual community amongst TR Scholars. This necessitates taking classes together. **As a result, there is very little flexibility in the required course of study for the first three semesters.**

Thereafter, if conflicts arise, discuss them with the TR Director, and arrangements may be made to accommodate taking a course or two out of sequence. Any conflicts that necessitate taking a TR requirement out of sequence must be pre-approved by the TR Director and recorded on the Progress Update Form so that there exists a clear record of special arrangements or exceptions to TR Program requirements.

Are international students obligated to fulfill all TR Program requirements?

Yes. When an international student accepts a Global Awareness & TR Scholarship they are obligated to meet all TR Program requirements including: participation, service, curricular, and co-curricular expectations. Global Awareness/TR Scholars are not expected to meet both Global Awareness and TR Program requirements. In other words, the TR Program requirements supersede the Global Awareness requirements. However, international students are expected to work with and serve as leaders for the International Club and design a service/learning project that compliments and enhances the objectives of DSU's Multicultural Awareness programming.

What is a suitable service learning project?

The objective of service learning is to give back to the community. TR Scholars have been given much therefore much is expected. So service learning projects should be not-for-pay, and should be designed with the objectives of the TR program in mind. There are two approaches to this requirement: all at once, in a major project, or over a number of semesters, one credit at a time. If you wish to complete your service learning all at once, find an organization that needs help with some new initiative that will give you an opportunity to take a leadership role rather than simply clocking service hours. Most service organizations have projects pending for which staffing is insufficient. These are the type of opportunities one should seek out when designing a service learning project for LEAD credit.

What is the timetable for the service learning project?

3 credit service learning projects won't always begin and end in the same semester. Therefore, it is permissible to begin a service learning project and finish it the following semester. One may not, however, extend a 3 credit service learning project beyond a second semester. Credit will be awarded when a Directed Study form is submitted the first week of the semester following completion of the project. 1 or 2 credit service learning projects may be done at any time.

Does the service learning project have to begin during the Fall semester?

No. The Course of Study guidelines for service learning projects, internships, and the scholarly proposal can all be worked into the TR Scholar's schedule when most convenient. The **Course of Study** guidelines offer a reasonable plan for completing the TR Program requirements, but should not be viewed as binding in terms of when requirements are met. If an internship or project is available in one's field in Fall rather than Spring it is acceptable to take it then or even in the summer. There is no discretion as to whether an internship is done; there is discretion as to when it is done.

Where can I find help designing and arranging a suitable service learning project?

Ms. Bonnie Bohlman, Director of Career Services, located in May Hall 206, has a list of service learning and internship opportunities. If you need help identifying an organization with whom you are interested in working, sit down with Ms. Bohlman.

What is the process for designing a service learning proposal?

Get a proposal form online (at the TR webpages "Info Center") or from either the Career Services Office or the TR Program Office, and follow the directions. The proposal needs to include a project description, a timetable, checkpoints, and learning outcomes. The proposal should be signed by your service supervisor, learning supervising, the TR Director and yourself and submitted to the TR Program Office before beginning the service learning project.

What is a Study Tour and how many are we required to attend?

Occasionally the TR Director will arrange a trip for TR Scholars that involves unique educational opportunities (e.g., a trip to the capitol during a legislative session.) All TR scholars must take one of these study tours for credit during their course of study. The scholar will collaborate with the TR Director regarding a plan of study for the study tour, and will submit a follow-up report that sketches how the study done on the study tour will contribute to future scholarly efforts. TR Scholars will be invited to attend all Study Tours, but only need take one for credit.

What is a Honors Thesis Research/Scholarly Project? How do I find a topic suitable for this project?

The Honors Thesis Research/Scholarly Project should evolve from one's interests and experiences working closely with a professor or professors in one's major discipline. By the time one is ready to graduate, one ought to be prepared to engage in a line of inquiry that will serve to both challenge and gain for the TR Scholar a measure of distinction. The topic should be suggested as the scholar pursues knowledge in his or her major, and the project should be designed in collaboration with a supervising professor and approved by the TR Director.

Will LEAD 494 count as my senior project for my major?

Yes. The TR senior project is designed to coincide with any senior project required within the discipline major. TR Scholars are not required to do two senior projects. However, they are required to do a senior project that is a "cut above" (i.e., honors level work). The senior project should establish the TR Scholar's readiness for success in graduate school and/or preparation for leadership in the chosen profession.

What is the difference between the Special student/faculty collaborative scholarship/ research proposal (LEAD 491, Independent Study) and the Honors Thesis Research/ Scholarly Project (LEAD 494)?

LEAD 491 is preliminary to taking LEAD 494 and will likely lead to the senior level project. LEAD 491 is a proposal designed to get the TR Scholar experience in presenting at a conference or poster session; the LEAD 494 is a capstone experience designed to demonstrate a level of competence commensurate with the aims and objectives of the TR Program.

If my major requires an internship do I have to do two internships?

No. The TR internship is designed to coincide with any internship required within the discipline major. TR Scholars are not required to do two internships. However, they are required to include in the internship required of their major discipline (assuming one is required) a leadership component. All Leadership Studies Minor independent studies, projects, internships

and like projects are designed with utmost student flexibility in mind. One may substitute these credits for major requirements (with Major advisor and TR Director approval,) one may "cross apply" both a major requirement and an LEAD requirement (with Major Advisor and TR Director approval,) or, if it is to one's advantage, one could even complete two different projects, one in the major and one for LEAD credit. Consult with the TR Director for further detail.

Can I enter the TR Program at any time?

"Yes and no." One may, with the Director's approval, transfer into the program, and it is possible, even for students who have been at DSU for some time, to begin the TR Program after their freshman year. However, one must take all required courses before graduating with TR distinction, or have a contract for any exception granted by the TR Director. "No," one may not enter the TR Program at any time; applications will only be accepted for Fall entry into the program.

How does one get removed from the TR Program and have the scholarship revoked?

By being placed on either academic or participation probation for a second time, or by being placed on both academic and participation probation in the same semester.

Will being in this program increase my chances of getting into graduate school?

An undergraduate degree with Theodore Roosevelt Honors Leadership Program distinction, along with strong letters of recommendation, a strong record of scholarly endeavor and leadership experience, coupled with high graduate school entrance exam marks, will make you a highly desirable candidate, even at the top graduate schools in the nation, and may well pave the way for graduate assistantships or scholarships.

ABOUT THE LEADERSHIP STUDIES MINOR

In the process of completing TR Program Requirements you will earn a Leadership Studies Minor. The TR Program courses that count toward the Leadership Studies Minor are:

1. <u>LEAD 296, Study Tour</u>	1 credit
2. <u>PSYC 299, Group Dynamics</u>	3 credits
3. <u>LEAD 100 21st Century Leadership</u>	3 credits
4. <u>COMM 216, Intercultural Communication</u>	3 credits
5. <u>LEAD 267, Entrepreneurship/Leadership Seminar</u>	2 credits
6. <u>LEAD 200, Seminar in Leadership & Change</u>	1 credit
7. <u>LEAD 300, Global Leadership</u>	1 credit
8. <u>Special student/faculty collaborative research proposal: LEAD 491, Independent Study</u>	1 credit
9. <u>LEAD 494, Honors Thesis Research/Scholarly Project</u>	3 credits
10. <u>LEAD 495, Service Learning Project</u>	3 credits
11. <u>LEAD 497, Internship</u>	2 credits
TOTAL	<u>23 credits</u>

The Leadership Studies Minor emphasizes education in leadership concepts and principles, and also helps cultivate in TR Scholars leadership qualities. The aim of this program of study is that all TR Scholars be conversant in leadership principles and concepts, that they experience opportunities for leadership, that they understand qualities possessed by great leaders and that they learn how to start their own business and engage in electronic commerce.

Discipline major requirements may be substituted for similar LEAD credits with prior approval of both the Department Chair and TR Director.

VPAA: Revised April 30, 2001
VPAA: Revised Nov. 4, 2002 (maintenance; clarifications and FAQs added)
TRDirector: Revised Nov. 26, 2002 (service/learning clarified)
LT/PC/TR Director: Revised Mar. 25, 2003 (added participation reqs. & procedures)
TR Director: Revised July 22, 2003 (formatting)
TR Director: Revised Dec. 19, 2003 (added Leadership Minor info.; clarified transfer criteria; revised Covey info.; switched rotation of Leadership & Change and E-Commerce)
TR Director: Revised Sept. 24, 2004 (updated Leadership Minor info and FAQs to reflect adoption of LEAD prefix; moving toward electives to replace E-Commerce)
TR Director Revised June 28, 2005 (tightened up probation/revocation procedures per LT/PC recommendations and other minor textual changes.)