

Longwood University Faculty Senate  
**PROPOSAL/POLICY COVER SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

**COMMITTEE(S)** that authored or sponsored this proposal: Senior Honors Research (Sarah Porter, Chair)

**TOPIC:** Catalog entry and website

**BACKGROUND** (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal): The catalog entry for the Senior Honors Research (SHR) was long overdue for an update. The old catalog entry was too long, not streamlined, and vague on important topics, such as proposal requirements. The new catalog entry is concise and contains pertinent information that will help guide students and their faculty mentors on preparing and presenting a proposal for SHR. Additionally, a new SHR website has been created that contains much more information to help students and faculty seeking to pursue SHR.

**SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY** (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions): Much of the previous catalog entry was deleted and moved to the new SHR website. The section on “Student Responsibilities” was kept and most importantly a summary of required components of the written proposal was updated. Because the changes were so substantial, it is not possible to provide a marked-up copy. However, the original version of the catalog entry can be found in the 2011-12 Undergraduate Catalog.

**RATIONALE FOR THE POLICY OR PROPOSED CHANGES** (Provide a brief statement as to why the new policy, the changes, or the deletion is needed): The new catalog entry and website for SHR will help to streamline the process for both students and faculty. We have removed ambiguous or vague directions in favor of clear and concise instructions on how to prepare and present a proposal.

Date submitted to Senate Executive Committee for Consideration: \_\_\_\_\_

Action(s) Taken:

Date first read at Faculty Senate: \_\_\_\_\_

Action(s) Taken:

Date final action taken by Faculty Senate: \_\_\_\_\_

Final action(s) Taken: