HONORS HOUSE APPLICATION FOR 2017-2018

The mission of the Honors House at Drury University is to bring together honors students in a unique living environment and provide co-curricular experiences that foster discovery, exploration, creativity, and leadership.

The Honors House brings together a group of honors students who plan on planning either programming for the Honors Student Association or a community service project they will complete during the school year. All projects must include a related 15 hours per semester per student of work on the project.

STUDENT ELIGIBILITY

To be eligible for the Honors House, students must be in good standing with the Honors Program and have completed their first-year at Drury University. Project proposals should be for teams of three members. The Honors House is gender inclusive. Residents may select roommates of a different sex or gender.

APPLICATION DUE DATES

Monday, February 13, 2017 | 12:00 PM
Submit one hard copy of your application and supporting documents to Richard Schur in 316 Pearsons AND email one electronic application to rschur@drury.edu.

Notification of Group Selection:
Monday, February 20, 2017 | 12:00 PM | via email

APPLICATION FOR ADMISSION

The selection committee has only your application materials to base their decisions on so please be thoughtful and thorough.

PROPOSED MEMBERS

Project proposals should include a team of three members. The Honors House is gender inclusive. Each resident of the Honors House will have their own room.

Please type all responses. Complete only one application per project/team. You must complete all parts of the application and answer all questions for your application to be considered complete. If you cannot include some piece of information, explain why you have not included it.

Please include the following information for each member of the team:

* Name
* ID Number
* Year in School (e.g. Sophomore, Junior, Senior)
* Local Address
FOR STUDENTS PROPOSING A COMMUNITY SERVICE PROJECT

The inclusion of a service-learning project that has a minimum of 15 hours of community service per semester per student is required for all project proposals. We will partner with Summit Park to make this experience as meaningful and successful as possible.

ACADEMIC CREDIT

Students will earn one credit hour per semester (one credit hour in the fall semester and one credit hour in the spring semester). Students will be required to attend class once a month on predetermined dates (typically Wednesdays from 6:00-8:15pm). The course will focus on service-learning, personal and professional development, and leadership skills through a variety of speakers, activities, and reflection. Students must enroll in the leadership course each semester: PDEV 271 in the fall and PDEV 272 in the spring. The course does not incur course overload fees. It will be the responsibility of the student to register for the class.

ENGAGED LEARNING

Passing both PDEV 271 and 272 fulfills one Engaged Learning CORE graduation requirement. Summit Park Leadership Community credit counts towards both the Drury Leadership Certificate and the required hours for the Honors Program.

BUDGET

House residents proposing a service project will be eligible for a maximum $300 project budget per academic year (pending authorization by the Provost’s Office). The funds can be used for expenses related to the execution of the project and its related events. All expenses must be tax exempt and documented with original receipt for reimbursement.

MID-YEAR EVALUATION

Each project will be evaluated throughout the year. Teams will be responsible for meeting with their community partner and their faculty/staff project advisor to track the progression of the project, reflect on what they are learning and community outcomes. Groups will provide a written portfolio and presentation at mid-year in December 2017.

FINAL PROJECT DISPLAY AND EVALUATION

Each project will be accountable for presenting project outcomes (reflections on challenges, personal and team development, benefit to the community, etc...) at the conclusion of the academic year to an audience of students, faculty, staff, and community members. A final written reflection by each team member will also be due encompassing the same information.
HONORS HOUSE PROJECT

1. What kind of programming or service project do you plan to offer the honors community?
2. Explain why you chose to address this issue? Why does it interest your group and what is its relevance in our community?
3. If you are proposing a community service project, who is the community partner and how will the project benefit the community partner?
4. What is your proposed plan of action to achieve your project goals?
5. What is your proposed timeline?
6. What is your proposed budget?¹
7. What skills does each team member plan to use to support the project?
8. What role does each group member plan to play (budget, public relations, community and faculty liaison, activities coordinator, etc.)?
9. What do you hope to learn from the Honors House experience?
10. What leadership and skills do you hope to gain or improve upon from the Honors House experience?

¹ The Honors Program will be asking for $300/semester to support these programs. The administration will decide on next year’s budget in May or June 2017.
COMMUNITY PARTNER INFORMATION

The Honors House engages Drury University honors students in an experiential learning environment that focuses on the principles of leadership while incorporating the value of community service. Teams of students will focus an entire academic year of residency to design, organize and implement a service-learning project based on the idea that leadership is a purposive process that is ultimately concerned with fostering positive change.

Thank you for agreeing to partner with a team of students who are applying to live in the Honors House. If selected, they will be committing an academic year to serving your organization, beginning this fall. The students are expected to work with you to develop a mutually beneficial service-learning project that meets your needs and supports your mission, while allowing them to learn about community issues and develop their skills.

At the core of Drury University's mission and vision is a commitment to educating and developing "students to become engaged, ethical and compassionate citizens for servant leadership in communities characterized by change, complexity and global interdependence." Our community partners are essential to fulfilling this vision and the office of Community Outreach and Leadership Development is committed to forming mutually beneficial relationships that not only engage our students and enrich the Drury community, but also support our community partners in fulfilling their missions and meeting community needs. Thank you for partnering with the Drury community!

Please review the Memorandum of Understanding for Partnership and sign the Consent, Acknowledgement, and Release form and return to the students.

Please don’t hesitate to contact our office with any concerns at rschur@drury.edu 417-873-6834.

Sincerely,

Richard Schur, Ph.D./J.D.

Director of the Honors Program
COMMUNITY PARTNER MEMORANDUM OF UNDERSTANDING FOR PARTNERSHIP WITH DRURY UNIVERSITY

As a Community Partner/Volunteer Service Site you agree to:

- Work with the Office of Community Outreach and Leadership Development in the development and monitoring of volunteer assignments.
- Help Drury volunteers keep a record of their service hours to report to the Office of Community Outreach and Leadership Development.
- Provide appropriate training, direction, and supervision to all volunteers working with the Community Partner.
- Confer regularly with the Office of Community Outreach and Leadership Development to assess the program, placement, and process.
- Designate a coordinator to serve as a liaison between the Community Partner and the Office of Community Outreach and Leadership Development.
- Undertake reasonable measures to ensure the safety of volunteers at the Volunteer Service Site.
- Allow the Office of Community Outreach and Leadership Development to request a removal of a volunteer at any time.
- Complete and sign the Consent and Acknowledgement form.

The Office of Community Outreach and Leadership Development agrees to:

- Recruit and enroll Drury students/employees to be placed at the Community Partner/Volunteer Service Sites and projects.
- Assist when able and when requested by the Community Partner in the development of volunteer placement, orientation, training, and other project related activities.
- Refer volunteers to the Community Partner upon the Community Partner’s review and approval and upon the Drury volunteers’ acceptance.
- Periodically monitor project activities at the Community Partner/Volunteer Service Site.
- Facilitate and review volunteer placements.
- Allow the Community Partner to request a removal of a volunteer at any time.

Other:

- Drury University is an open and welcoming community from a rich variety of cultures, races and socio-economic backgrounds. The mission and goals of the university dedicate the institution to being a community which “affirms the quality and worth of all peoples” and appreciates the “diversity of human culture, language, history and experience.”
- Drury University does not discriminate on the basis of disability, race, color, religion, gender, age, sexual orientation, national or ethnic origin, or veteran status in its programs and activities. This policy extends to all volunteer and engaged learning activities. Therefore, Drury University and the Office of Community Outreach and Leadership Development seek to partner with organizations that provide services to all who seek them regardless of disability, race, color, religion, gender, age, sexual orientation, national or ethnic origin, or veteran status. Drury reserves the right to decline partnership opportunities if the university feels this requirement is not fulfilled by the potential partner organization.
- The Office of Community Outreach and Leadership Development shall have no direct supervision or control over the Drury volunteers in their performance of their responsibilities for the Community Partner. Drury Volunteers placed at the Volunteer Service Site shall be under the exclusive control and direction of the Community Partner while performing their volunteer responsibilities.

Please email a copy of all forms/paperwork that your organization requires volunteers to fill out as well as any type of insurance you provide to volunteers to rschur@drury.edu.
Consent and Acknowledgement Form

**Needs to be completed by someone from your agency with legal authority to give consent.

The undersigned, on behalf of the organization identified herein, and as an authorized representative with authority to bind the organization identified herein, hereby acknowledges that the organization has requested a partnership with Drury University and agrees to the terms, conditions, and responsibilities outlined in this Memorandum of Understanding. The organization identified herein agrees to indemnify and hold harmless Drury University, its students, faculty, staff, employees, volunteers, trustees, officers, and agents from and against all claims, demands, causes of action, damages, liabilities, costs, and suits arising out of or resulting from this Memorandum of Understanding and/or any personal injury or damages to any organization volunteer, employee, staff, officer, agent, or member in connection with the work or service performed in connection with this Memorandum of Understanding or any partnership between Drury University and the organization. The organization agrees for the information provided pursuant to this Memorandum of Understanding to be represented on the Drury webpage and in social media and volunteer recruitment efforts.

If you have any questions, please contact Drury University Community Outreach and Leadership Development at 417-873-6803.

_____________________________________ Organization Name

_____________________________________ Organization Address

_____________________________________ Organization Phone Number

_____________________________________ Email

_____________________________________ Print name

_____________________________________ Signature Date

Thank you for partnering with us!

For Office Use Only

Date Received:

Honors Program, Drury University
rschur@drury.edu, 316 Pearsons Hall, 417-873-6834