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**2018-2022 Honors Program Council Application**

***Collaborative Learning Representative***

Name of Applicant:

College:

Chapter:

College Address:

Academic Field:

Home Telephone:

College Telephone:

Email Address:

College’s Public Relations/Marketing Director Name:

College’s Public Relations/Marketing Director Email Address:

Please answer the following questions in detail.

I. Please explain why you feel your academic degree, travels, readings and life experiences have prepared you to serve as the Collaborative Learning Representative on the Honors Program Council.

II. How long have you served as a Phi Theta Kappa advisor?

III. (a) Have you attended Phi Theta Kappa’s Faculty Scholar Conference or International Honors Institute? (b) If so, how have you benefited from either/both of these programs?

IV. Describe any experience you have had in leading honors classes, seminars or speaker series at your college.

V. (a) To what extent have you prepared bibliography, course syllabi or other instructional materials for regional or national/international conferences or for publications in your field? (b) Please describe your experience.

VI. What courses do you teach? In what ways do you use collaborative learning in those courses?

VII. (a) Does your college offer a course or seminar on the Phi Theta Kappa Honors Study Topic? (b) If so, what has been your role in preparing and/or teaching this course or seminar?

VIII. Describe the action you take (read journals, attend conferences, etc.) to keep your knowledge in collaborative learning up-to-date and relevant.

IX. If you were selected as the Collaborative Learning Representative on the Phi Theta Kappa Honors Program Council, would you be able to attend and help facilitate the following annual meetings, for which expenses will be paid by Phi Theta Kappa (exact dates and sites of these meetings are set at least one month in advance):

* 1. the **Faculty Scholar Conference in January/February**,
  2. the **Honors Institute** in **June/July**, and
  3. the **Honors Program Council Meeting** in **July/August**.
  4. Members of the Honors Program Council serve on the **editorial board** for ***Civic Scholar: Phi Theta Kappa Journal of Undergraduate Research***, which is released each April. If you are selected, would you be able to review entries for possible inclusion in the journal during each year of your service? That work will typically take place in **March**.
  5. To what extent will you have time to prepare materials for the **Honors Program Guide** and for the supplemental materials? Preparation may require several hours per week from **August through October**.

X. Please include a copy of your curriculum vitae.

**Please return your completed application by May 16, 2018 to susan.edwards@ptk.org.**

**Successful Honors Program Council applicants will be notified by June 23, 2018.**

**Questions? Contact Susan Edwards at susan.edwards@ptk.org.**