

Biology Departmental Honors Agreement

Name: _____ ID#: _____

Date: _____ Planned graduation date: _____

Please initial each item.

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1. _____ Departmental Honors applies to a Biology or Microbiology degree ONLY.
 2. _____ Coursework must include six credits of BIOL-X 490.¹
 3. _____ BIOL-X 490 must be taken during at least two semesters. Summer may count as one semester if registered in BIOL-X 490 during the entire summer (one summer session count as a semester).
 4. _____ A 3.300 overall College GPA is required at the time of graduation. Even if a thesis is submitted well in advance of graduation, a 3.300 GPA at the time of graduation is a requirement.
 5. _____ Candidate's thesis committee must include at least three faculty members. Tenure-track faculty, lecturers, and post-doctoral fellows are all eligible to serve. Graduate students may serve as a non-voting member of the committee but do not count towards the total of three required faculty members. At least two members must be from the approved Biology faculty list (attached). If the third committee member is not from the Biology faculty list, that person's inclusion on the committee must be approved in writing by the Director of Undergraduate Studies. All committee members must be from the IU-Bloomington campus. The thesis committee has to be formed the semester prior to graduation.
 6. _____ A meeting with the thesis committee must be held no later than the semester prior to defense of the thesis. A 3-5 page summary of the thesis project should be presented to the committee prior to the meeting and signed by the committee after the meeting. This summary will then be submitted to the Biology Undergraduate Advising Office by the committee chair.
 7. _____ A physical copy of the honors thesis must be provided to the committee no later than April 15 (for May graduates) or December 1 (for December graduates).
 - a. The thesis must follow the general format of a journal article (Introduction, Material and Methods/Procedures, Results, and Discussion/Conclusions).
 - b. References to all sources must be included with format following that of a journal in the field of study relevant to the thesis topic.
 - c. While no absolute length requirement is in place, the suggested minimum length is 25 pages, double-spaced, 12 pt. font (any standard font such as Times, Arial, Helvetica), and 1" margins.

¹ In some rare cases, MSCI-M 450 or CHEM-X 399 may be used in place of BIOL-X 490 upon written permission of the Director of Undergraduate Studies. If MSCI-M450 or CHEM-X 399 is approved, it may not be mixed with BIOL-X 490 for purposes of honors requirements. If a student is working in a Psychology Department lab, BIOL-X 490 is required.

8. ____ A public thesis defense must be held, followed by a private meeting with the committee.
 - a. The candidate is responsible for booking a time and place for a public defense.
 - b. The candidate must advertise the defense. See the staff in Biology Building 142 to announce the defense.
 - c. Following the public defense, the candidate must meet with the committee to address any issues.
 - d. Once the defense is completed to the satisfaction of the committee, the thesis must be signed by all committee members.
9. ____ A signed physical copy of the honors thesis document and honors thesis submission form must be turned in to the Biology Undergraduate Advising Office prior to graduation.² Please turn in your thesis by May 15th for May graduation and December 15th for December graduation.
10. ____ Departmental honors can substitute for one advanced lab course for Biology BA and standard Biology BS, Microbiology BA and Microbiology BS students as long as the candidate meets all honors requirements, including the 3.300 overall GPA requirement. However, this substitution is not encouraged.³ The honors thesis does not replace any coursework for the Animal Behavior degree. If you are doing an Area of Concentration (AOC) for the BS in Biology, your Honors thesis will not count as one of the two required upper-level labs.
11. ____ The Biology Undergraduate Advising Office must be informed as soon as a candidate is aware of changes to honors plans (including committee members, graduation date, or BIOL-X 490 enrollment).

For candidates doing research in the Department of Psychological and Brain Sciences:

12. ____ Candidates' research projects must be approved in writing by the Biology Department's Director of Undergraduate Studies during the first semester of research.
13. ____ It is required that a candidate take BIOL-X 490 credits for Departmental Honors. Please list names of your thesis committee below:

Thesis advisor	Department / Title (e.g., Assistant Professor)
Committee member	Department / Title (e.g., Assistant Professor)
Committee member	Department / Title (e.g., Assistant Professor)

I have read and understand the Departmental Honors agreement, and I agree to its guidelines. I understand that failure to meet these guidelines will result in the loss of departmental honors.

Name: _____ Date: _____

² Graduation usually occurs on the last day of the month of graduation. However, if a candidate plans to submit a thesis after the graduation ceremony has taken place, the Biology Undergraduate Advising Office should be notified as soon as possible.

³ It is NOT recommended that Biology students rely on departmental honors to replace a lab course because departmental honors status is determined at graduation. If the departmental honors requirements are not met and the student does not have sufficient lab coursework, then the student will not graduate.

Potential “Biology” Members of an Honors Thesis Committee

Updated November 29, 2023

Biology Department Faculty

Tenure and tenure track

Lecturers

Research Scientists

Research Associates and Postdocs

Graduate Students (may serve as non-voting member)

Affiliated Faculty

Anirban Mitra - Medical Sciences

Anne Prieto - Psychological and Brain Sciences

Charles Dann - Chemistry

Claudia Johnson - Earth and Atmospheric Sciences

Dale Sengelaub - Psychological and Brain Sciences

David Daleke - Biochemistry

David Polly - Earth and Atmospheric Sciences

Elizabeth Houseworth - Math

Feng Guo - Informatics

Haixu Tang - Informatics

Heather Bradshaw - Psychological and Brain Sciences

Jonathan Crystal - Psychological and Brain Sciences

JP Gerdt - Chemistry

Ken Mackie - Psychological and Brain Sciences

Linda Smith - Psychological and Brain Sciences

Lingling Chen - Biochemistry

Lisa Kamendulis - School of Public Health

Peter Hollenhorst - Medical Sciences & Biochemistry

SP Srinivas - Optometry

Todd Royer - SPEA

For questions regarding the eligibility of a non-Biology committee member, please email biougrad@indiana.edu or bioadv@indiana.edu.