

## **Honors Research Project Contract**

The Honors Research Project is a collaborative research endeavor to discover and share new knowledge and scholarship. During the last year of their degree program, Honors students will work with current UT Tyler faculty to investigate a research question and compose either a paper for submission to an undergraduate research journal or a poster/presentation at an undergraduate research conference. This project is the culmination of the writing and research students have completed in their major.

### **Directions:**

Students should fill out this HRP contract in consultation with their UT Tyler faculty mentor. This contract will outline expectations, goals, and communication plans throughout the research project. The faculty mentor will sign the document to ensure that they have read and agreed to the contract.

### **What role does each person involved in the Honors Research project perform?**

The Faculty Mentor and the Student work closely to create/develop the Honors Research Project. Therefore, an understanding of roles and responsibilities, and a conscious effort to communicate frequently about these elements of the student/mentor relationship, are critical.

### **Student Role:**

- Takes primary responsibility for the successful completion of his/her research project.
- Takes the initiative to arrange regular meetings with the faculty mentor to keep the mentor informed of the results of ongoing research, and any factors that might affect the progress of his/her research.
- Shares all drafts and final versions of the project documents, and gains the mentor's approval before submitting any documents to the Honors Program.
- Takes responsibility for completing required paperwork.
- Informs himself/herself of the regulations, policies, and practices governing degree and course requirements, and research activities (including IRB requirements).
- Adheres to agreed deadlines for work to be completed.
- Maintains absolute integrity in collecting, analyzing, and presenting research data.
- Ensures that the contributions of all participants in the research are properly acknowledged in any publications.

### **Mentor Role:**

- Gets to know the student: talk about their major, career goals, and ideas about what they would like to get out of the research experience
- Oversees the student's progress, and helps the student resolve issues of research focus, content, and form.
- Helps the student develop an understanding of the challenges and important questions in his/her field of study, and the significance of his/her work.
- Helps the student set reasonable and attainable goals, and a timeline for completion of work.
- Meets regularly with the student, and provides the student with evaluation of his/her progress in regular and informative ways.

August 21, 2017. Adapted from "Guidelines for Faculty Advisors of the Senior Honors Thesis at Tufts University," "Guidelines for Advising Relationships Between Faculty Advisors and Graduate Students" at Stanford University, "Toward Best Practices for Graduate Students and Their Research Advisors" at the University of Iowa and "CSULA Honors Thesis Guidelines and Rubric" at California State University at Los Angeles.

- Helps students think through the best way to share his/her research and navigate the pros and cons of publishing versus a poster versus an oral presentation.
- Encourages the student to participate in professional meetings, perform or display his/her work in public settings, and publish the results of his/her research.
- Acknowledges student contributions to research presented at conferences, in professional publications, or in applications for copyrights and patents.

**I. General Information**

Student Name: \_\_\_\_\_ ID Number: \_\_\_\_\_  
 Mentor Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Semester/Year Started: \_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_

- II.** Please write a brief paragraph (250 words max) describing your Honors Research Project and the intended outcome. If you plan to work collaboratively with other Honors students, please state this in the paragraph.

- III.** How does this project fit into your long-term career goals and/or aspirations?

**IV. Research Milestones**

Identify several tasks that the student should aim to accomplish throughout the course of the research project, including a tentative schedule. Add or delete milestones as needed.

Example Research Milestones:

Identify six articles to read, successfully clone gene of interest, administer survey, submit proposal, etc.

Please note that all research should be completed by April 9<sup>th</sup> so that students can participate in the annual Lyceum.

- a. Milestone 1:
  - i. Target Completion Date:
- b. Milestone 2:
  - i. Target Completion Date:
- c. Milestone 3:
  - i. Target Completion Date:
- d. Milestone 4:
  - i. Target Completion Date:

- e. Milestone 5:
  - i. Target Completion Date:
- f. Milestone 6:
  - i. Target Completion Date:

**V. Student Outcomes**

Identify several outcomes (skills, knowledge, professional development, etc.) that students will develop through completion of this project.

- a. Outcome 1:
- b. Outcome 2:
- c. Outcome 3:
- d. Outcome 4:

**Student Signature:** \_\_\_\_\_

**Mentor Signature:** \_\_\_\_\_