

UNDERGRADUATE RESEARCH (UR) CONTRACT - GEOSCIENCES

Student - Professor UR / Course Agreement

- This is a form field PDF document. You may type your responses directly into the appropriate fields and save your changes -

The undergraduate research (UR) contract between student(s) and professor delineates the details associated with credit hours, deadlines, project product and authorship. It will be used as guide to assign a grade for the Undergraduate Research.

In general, you, the student, will need to develop the undergraduate research, plan your time constraints and deadlines accordingly, obtain permissions and access to laboratory and/or field research, log your project contributions and hours spent, define your final outcome and prepare an acceptable finished product (submittable / presentable paper, presentation, poster). All these requirements are detailed in this contract and associated log forms.

Undergraduate Research Course Grading

Grading for your UR project needs to be established in conjunction with your professor before the commencement of your research as outlined below under “General UR Project and Course Grading Procedures”.

STUDENT INFORMATION

<i>Last Name:</i>		<i>First Name:</i>		<i>Date:</i>	
<i>Student ID:</i> 900 -	<i>Email:</i>	<i>Phone (cell preferred):</i>	<i>Alternate contact:</i>		
<i>Address:</i>			<i>City, State</i>		<i>ZIP:</i>
<i>I am currently (check one):</i> Freshmen (< 30 credits) Sophomore (30 - 60 credits) Junior (60 - 90 credits) Senior (90 - 120 credits) Anticipated Grad. <i>Year:</i> <i>End of Sem:</i>	<i>My Major / Concentration:</i> <i>My Minor (if applicable):</i>			<i>I have transportation for fieldwork:</i> YES NO	

COURSE SELECTION (Course credit and anticipated course enrollment year/semester)

<u>Course Selection</u> (Check one) GEL4970 Undergraduate Research in Geology (<i>Senior Experience</i>) GEL3920 Directed Study in Geology (<i>Senior Experience</i>) GEL3920 Directed Study in Geology (<i>NOT Senior Experience</i>)	<u>Anticipated Enrollment:</u> 4 credits - min. 180 work hours 4 credits - min. 180 work hours <div style="text-align: right;">credits × 45 = min work hrs</div>
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Last Name:

First Name:

900#

RESEARCH TITLE / BRIEF SUMMARY

SCOPE (Admin use only)

Student

Student-Professor

Professor

Group

Title:

Brief Summary:

GROUP PROJECT

Yes (complete MY ANTICIPATED GROUP CONTRIBUTION below)

No (Skip to page 3)

If **YES**, please list ALL partners in the group (incl. yourself):

My Name:

My ID: 900 -

Name:

Student ID: 900 -

Name:

Student ID: 900 -

Name:

Student ID: 900 -

Name:

Student ID: 900 -

ANTICIPATED GROUP CONTRIBUTION (Each contributor must meet min. work hours per "COURSE SELECTION")

Group Contribution Distribution Summary

List YOUR individual contributions and anticipated time commitment for each

Anticipated Hours

My hands-on writing contribution (e.g. writing, proof reading, editing, etc.):

My hands-on field / laboratory work (e.g. field sampling, mapping, lab prep & analysis, etc):

Working in a group is an awesome responsibility. Your partners depend on you to complete your part of the project on time and in a professional manner. If you slack in any way, it will effect your group. You are under obligation to frequently communicate any possible deviations from your proposed outline and contributions with your partners.

GROUP GRADING: All group participants will receive the same grade for the UR project / product upon successful completion, even if a group member may feel that their contribution exceeded the contributions of others in the group.

Last Name:

First Name:

900#

UR Title:

ANTICIPATED UR CALENDAR DEADLINES (Bring this sheet to your meetings)

Carefully select the deadlines for various subsets of your UR project. You MUST meet with your professor on or before these deadlines and discuss the details / accomplishments of your research at this point. You will also be required to present tangible accomplishments in association with your deadline and meeting.

GOAL / ACCOMPLISHMENT	Committed Deadline mm/dd/yy	Completion Notes (Instructor use only)	Modified Deadline mm/dd/yy
Phase Ia: Library Research <i>Product to Present:</i> Bibliography List & Copies of Maps / Articles			
Phase Ib: Experimental / Lab / Fieldwork Design <i>Product to Present:</i> Materials List, Lab Access, Funding Layout, Design Drawings, Purchase Plans, Travel Plans, Co-op Agreements			
Phase IIa: Experiment / Lab / Fieldwork <i>Product to Present:</i> Raw Data			
Phase IIb: Processed Experiment / Lab / Fieldwork <i>Product to Present:</i> Procedural Write-up, figures, tables + Oral defense			
Phase IIIa: Finished Product Rough Draft <i>Product to Present:</i> Rough Draft minus Abstract; however with figures, maps, photos, tables, etc.		<input type="checkbox"/> Accepted <input type="checkbox"/> Min. Revision <input type="checkbox"/> Maj. Revision	
Phase IIIb: Final Product <i>Product to Present (check ONE):</i> Oral Presentation: PPT plus written Presentation Abstract Poster Presentation: Completed quality print large scale poster Journal Paper: w/ abstract & figures, maps, photos, tables, etc. <i>Target Journal:</i>		<input type="checkbox"/> Accepted <input type="checkbox"/> Min. Revision <input type="checkbox"/> Maj. Revision	

Note: You will need to format your paper according to target journal instructions. Please attach journal requirements for authors to your submittal.

FINAL PRODUCT AND AUTHORSHIP

Since you are completing the UR project under the supervision, direction and sometimes significant involvement of a professor, your UR supervisor needs to be listed as co-author on your finished UR product. Those of you who actually submit a paper to a journal or present at a conference may list yourself as 1st authors. If your product is only submitted to the professor, please acknowledge your professor as 1st author and turn in all electronic files and ancillary material to him or her.

FINAL PRODUCT(S) <i>-select all that apply -</i>	Publisher / Conference	Authorship <i>- select in consultation with instructor -</i>	SCOPE (Admin use only)
Journal Paper			Professor Student Group
Oral Presentation			Professor Student Group
Poster Presentation			Professor Student Group

Last Name:

First Name:

900#

UR Title:

Course Grading Procedures & Alternate Course Grading

Grading will be performed according to the official GEL4970 Undergraduate Research in Geology provided by your instructor. Any deviation from the outlined grading should be noted below.

Grading

Percent of Grade		Rubric
%	Other:	Description:
Note	Final Product	<p>ALL FINAL PRODUCTS WILL BE AVERAGED: Graded according to instructors syllabus. You may receive an "I" for the course if your final product does not meet expectation criteria by the end of the semester. Students will need to redo their work as often as needed until their final product meets the criteria as established with the professor. Until then, the "I" for the whole course will stand. The successful completion of the work may therefore extend beyond the confines of the selected UR semester. As per university rules, the "I" will automatically revert to "F" if not completed within 1 year. Please note that such an "F" can NOT be made up and a retake of the UR course would be required.</p>

UR CONTRACT AGREEMENT

We, the undersigned hereby agree to abide by the regulations of this undergraduate research contract as outlined. Deadlines in this document will become binding upon signature:

Instructor's Signature

Date

Student's Signature

Date

