

RESEARCH CONTRACT FORM FOR HONORS 3101: ADVANCED READINGS & RESEARCH II

(to be submitted at the completion of HON 3100, Advanced Readings & Research I)

Note to student: With the help of your faculty mentor, fill in the information below. Submission of this contract by the deadline listed on the HON 3100 syllabus is a requirement of the course. Contract must be approved and signed by the faculty mentor to be finalized. You and the faculty member should also retain a copy (signed or unsigned) for reference.

Note to the faculty member: The Honors Program student named below requests your supervision in HON 3101: Advanced Readings & Research II. Such supervision will include devising an extensive list of primary and secondary readings, laboratory procedures, and the like—based upon the conventions of your academic discipline, as well as your areas of interest and the student’s—and guiding the student to complete this foundational research for their Honors thesis. You should meet regularly with the student throughout the semester to discuss matters and verify satisfactory progress. Please use the space below to outline your expectations for these meetings and the student-mentor relationship. Specificity at this stage tends to be extremely helpful. You will serve as faculty of record for HON 3101 and issue the letter grade your student earned for the semester based on the work outlined on this contract and the formal thesis proposal to be submitted to the Honors Program at the end of the 3101 semester. Although we do not require a minimum number of texts because of variations across disciplines, the reading list should adequately prepare the student to begin work on the thesis. Please do not sign the list below if you do not think it is sufficient preparation. Updates and revisions can be made to this contract at the start of the HON 3101 semester. **Most faculty who supervise HON 3101 proceed to direct their student’s Honors-thesis projects (HON 4V87), but this is by no means required.**

* * *

STUDENT’S NAME & BU ID (PRINT NEATLY!): _____

STUDENT’S EMAIL ADDRESS (PRINT NEATLY!): _____

SEMESTER & YEAR to be registered for HON 3101 (e.g., Fall 2024): _____

NAME OF SUPERVISING FACULTY MEMBER (PRINT NEATLY!): _____

ACADEMIC DEPARTMENT OF SUPERVISING FACULTY MEMBER: _____

EMAIL ADDRESS OF SUPERVISING FACULTY MEMBER (PRINT NEATLY!): _____

HAS THE SUPERVISING FACULTY MEMBER OVERSEEN A COMPLETED HONORS THESIS PROJECT IN THE PAST? _____

*NOTE: In all cases, but particularly when the answer to the above is ‘no,’ student and faculty may wish to review the [thesis materials](#) on the Honors Program website, notably the [Thesis FAQ](#).

* * *

BRIEF DESCRIPTION OF PROPOSED THESIS TOPIC AND INITIAL RESEARCH QUESTION:

WILL THIS PROJECT REQUIRE IRB APPROVAL? (RESEARCH WITH HUMAN SUBJECTS, INCL. SURVEYS; refer to [BAYLOR’S IRB GUIDANCE](#) site as needed): _____. IF SO, WHAT IS THE ESTIMATED SUBMISSION DATE FOR THE IRB PROPOSAL? _____

LIST OF MATERIAL ASSIGNED (E.G., TEXTS TO READ, LAB PROCEDURES OR FIELD WORK TO COMPLETE)
[use reverse or attachment(s) as needed]:

WHAT STYLE GUIDE WILL BE USED FOR CITATIONS? (USUALLY THE ONE MOST COMMON IN MENTOR'S ACADEMIC DISCIPLINE): _____

BRIEF DESCRIPTION OF PROPOSED RESEARCH METHODS (1-2 PARAGRAPHS, MAXIMUM 500 WORDS)
[use reverse or attachment(s) as needed]:

CAN THE RESEARCH QUESTION(S) BE ANSWERED WITH METHODS ALREADY FAMILIAR TO THE STUDENT?
_____ **HOW WILL NEW METHODS, IF ANY, BE LEARNED?** (AS ABOVE, BE BRIEF)

STRATEGY FOR STUDENT'S REPORTING TO FACULTY MENTOR:

Frequency: _____

Nature (meetings, written reports, etc.):

OTHER EXPECTATIONS FOR THE MENTOR-STUDENT RELATIONSHIP DURING HON 3101:

Faculty Mentor Agreement: I agree to serve as this Honors student's mentor in HON 3101 and to submit the student's letter grade through BearWeb. This relationship MAY, upon later agreement, continue on to HON 4V87 and through the thesis defense.

AGREED: _____
Faculty Member's Signature Date

AGREED: _____
Student's Signature Date

APPROVED: _____
Honors Program Representative Signature (*to be affixed after form's submission to the Honors Program*) Date