



Savannah State University
New Programs and Curriculum Committee
Summary Page - Form I

1. Submitting College: COST

2. Department(s) Generating The Proposal: Natural Sciences
Choose an item.

3. Proposal Title: Update and corrections to Marine Science grid (B.S. degree) and MSCI 4902 credits

4. Course Number(s): MSCI 4902

5. Course Title(s): Senior Research/Internship

6. Effective Date: Fall Year: 2016

7. Brief Summary of Proposal:

The current grid mistakenly lists 126 instead of 125 cr. Adjustments were made to the credit distribution in different areas to reach 65 cr in areas A-F, and 60 cr in the major, for a total of 125 cr. One course requirement needed to be updated (MSCI 4350K). It is requested that MSCI 4902 become strictly a 3 cr course instead of a variable credit (1-3) course.

8. Type of Proposal: Program Change If other, please describe: + 1 course change (MSCI 4902, 3 cr)

9. Impact on Library Holdings

Existing: N/A
Additional: N/A
Deletions: N/A

10. Impact on Existing Programs:

none

11. Additional Resources Required

Personnel: none
Non-personnel: none

12. Approvals:

- Department Curriculum Committee: Signature *James Cox* Date: 2/11/16
- Department Chair: Signature *Carol Rich* Date: 2/11/16
- College Curriculum Committee: Signature _____ Date: _____
- College Dean: Signature *Jordan Light* Date: 02/12/16
- Provost/VP of Academic Affairs: Signature *K. Holm* Date: 5/2/16
(Chair of the New Programs and Curriculum Committee)
- Faculty Senate: Signature *Kenneth A. Jordan* Date: 5/3/16



**Savannah State University
New Programs and Curriculum Committee
Program Change Page – Form V**

1. **Program Name:** Marine Sciences
2. **Rationale:** To fix the grid that unintentionally lists 126 credits as being required to earn the degree when it was supposed to be 125 cr, and to update a course requirement change (from MSCI 4301K to MSCI 4350K).
3. **Resource Statement:** no additional resources needed
4. **Additional *existing* courses required for completion of program:** Existing course MSCI 4350K Biological Oceanography is now required, replacing MSCI 4301K Limnology and Biological Oceanography
5. **Additional *new* courses required for completion of program [Attach Form II for each course]:**
N/A
6. **Additional *existing* courses which can be used as *electives* in program:**
N/A
7. **Additional *new* courses which can be used as *electives* in program [Attach Form II for each course]:**
N/A
8. **Deletion of *existing* required courses [Attach Form III for each course]:**
N/A
9. **Deletion of *existing* elective courses [Attach Form III for each course]:**
N/A
10. ***Existing* course changes [Attach Form IV for each course]:** MSCI 4902 Senior Research/ Internship becomes 3 credit instead of variable credit (1-3). Most students take 3 cr, but this would now be mandatory instead of a minimum of 2 cr.
11. **Change in admissions requirements:** N/A
12. **Change in other degree requirements:**
BIOL 1107L moved from area D to F;
CHEM 1212L moved from Major Requirements to area D;
MSCI 3901 Tech. Writing & MATH 2201 Intro Stats moved from area F to Major Requirements;
CHEM 2501 and 2501L moved from Major Requirements to area F.
RESULTS: 17 Area F credits instead of 18 (-1 net change);
26 Major Requirement credits instead of 24 (+2 net change);
16 Major Other Elective credits instead of 18 (-2 net change);

Net overall reduction of 1 cr for the degree.

13. **Change in number of *required* credits:** There is an increase of 1 REQUIRED credit total among the areas changed (areas D, F and M)
14. **Change in number of *elective* credits:** Reduction in ELECTIVE credits by 2 cr from 18 to 16.
15. **Change in number of total credits required for the degree:** Currently, all printed documentation lists 125 cr being required for the degree except the grid itself. The grid document now correctly totals to 125 cr instead of 126 cr.
16. **Other information:** N/A

Description of Requested Modifications to the Marine Science Grid:

Errors existed in the degree program changes that were approved in 2010. These errors resulted in the current Marine Science grid listing 126 cr of classes, despite documentation stating that only 125 cr are required for the degree. In addition, 1 credit needed to be shifted out of area F to reduce the total in Areas A-F to 65 cr. Area F was reduced from 18 to 17 cr. This was accomplished by moving MSCI 3901 Technical Writing (an upper level course) to Major Requirements, and replacing 2 of those 3 credits with BIOL 1107L from Area D and CHEM 2501L from Major Requirements. To keep CHEM 2501 and 2501L together, CHEM 2501 Organic Chem lecture was switched with MATH 2201 Intro to Probability and Statistics. These swaps were between area F and Major Requirements. Areas A-F will now total 65 cr, with 17 cr in area F instead of 18. In addition to the changes above, one required course was changed in 2015 that needed to be updated on the grid. The grid was corrected to reflect that MSCI 4350K Biological Oceanography is now required instead of MSCI 4301K Limnology and Biological Oceanography.

We additionally request that the current variable credit course, MSCI 4902 Senior Research/Internship be changed from variable credit (1-3) to a 3 cr course. Students typically enroll in 3 cr of this course but currently are only required to take 2 cr. With the resulting increase in the number of credits of Major Requirements from 24 to 26 cr due to the changes described above, we request a reduction in Elective credits from 18 to 16 cr. This will give the desired total of 60 cr in the major for a total of 125 cr.

ADVISEMENT SHEET FOR THE MARINE SCIENCE MAJOR

Effective: August 2016

Name:			
Date of Entrance:			
Advisor:			
GENERAL EDUCATION - 65 Semester Hours			
	Sem	Grade	Hrs
Area A Essential Skills – 9 Hrs			
ENGL 1101-Eng Composition I			3*
ENGL 1102-Eng Composition II			3*
MATH 1113-Pre-Calculus			3*
Area B Institutional Options–5 Hrs			
AFRS 1501-Surv. Afr. Amer. Exper.			2
HUMN 1201 Critical Think & Comm.			3
Area C Humanities/Fine Arts – 6 Hrs			
			3
<i>Choose one:</i> ENGL 2110, 2121, 2122, 2131, 2132, 2222; or PHIL 2101, 2241			
			3
<i>Choose one:</i> HUMN 2011; ARTS 1101; MUSC 1101; THEA 1101; or ENGL 2521			
Area D Science, Mathematics and Technology – 11 Hrs			
CHEM 1211 Prin of Chemistry I			3*
CHEM 1211L Prin of Chem I Lab			1*
CHEM 1212 Prin of Chemistry II			3*
CHEM 1212 Prin of Chemistry II L			1*
BIOL 1107 Prin of Biology I			3*
Area E Social Sciences – 12 Hrs			
HIST 2111 or HIST 2112 US Hist.			3
POLS 1101-American Government			3
POLS 2401-Global Issues			3
			3
<i>Choose one:</i> AFRS 2000; ANTH 1101; ECON 2105; GEOG 1101; HIST 1111, 1112; PSYC 1101, 2103; or SOCI 1101, 1160			
Area F Related to Major 17 Hrs			
BIOL 1107L Prin of Biology I Lab			1*
MSCI 1810K Marine Biology			4*
MSCI 2010K Intro. Oceanography			4*
PHYS 1111K Introductory Physics			4*
CHEM 2501 Organic Chemistry			3*
CHEM 2501L Organic Chem I Lab			1*
ADDITIONAL REQUIREMENTS – 5 Hrs			
TIGR 1103 First Year Exp.			2
Health Education (3 hrs)			
HEDU			2
<i>Choose one:</i> HEDU 1101, 1111, 1201 or 1211			
HEDU			1

Choose one: HEDU 1150, 1301, 1401, 1501, 1511, 1521, 1601, 1611 or 1621			
Student ID:			
Catalog Date:			
Graduation			
MARINE SCIENCE REQUIREMENTS – 60 Sem. Hrs.			
	Sem	Grade	Hrs
Major Requirements – 26 Hrs			
MSCI 4350K Biological Ocean.			4*
MSCI 3301K Mar. Env. Chem.			4*
MSCI 4201K Marine Ecology			4*
MSCI 4901 Sr. Seminar			1*
MSCI 4902 Sr. Research/Internship			3*
MATH 2101 Calculus I			4*
MATH 2201 Princ. Prob. & Stats			3*
MSCI 3901 Technical Writing			3*
Area H Major Electives – 10 Hrs. (extra hrs count as elec.)			
Choose three of the following:			
MSCI 3401K Invertebrate Zoology			4*
MSCI 3501K Ichthyology			4*
MSCI 4447 Marine Mammalogy			3*
MSCI 4401K Marine Sediments			4*
MSCI 3702 Introduction to GIS			3*
Area H Other Electives – 8 Hrs			
			4*
			4*
Choose two of the following: MATH 2111; CHEM 2511& 2511L; PHYS 1112K; BIOL 3301K; CHEM 3401 & 3401L			
Electives – 16 Hrs.: Courses* within COST will be selected in consultation with advisor. Two electives should be MSCI courses. Extra hrs from area H count here. Major requirements, major electives & other electives sum to 60 hrs.			
COLLEGE PREPARATORY COURSES (if required)			

* A minimum grade of "C" is required for this course

Total Semester Hours Required for Graduation = 125

Advisor signature _____

Date _____

Effective: Fall 2010

* A minimum grade of "C" is required for this course

SID			
Catalog Date:			
Graduation			
	Sem	Grade	Hrs
Major Requirements – 24 Hrs			
MSCI 4301K Limnol. and Bio. Ocn.			4*
MSCI 3301K Mar. Env. Chem.			4*
MSCI 4201K Marine Ecology			4*
MSCI 4901 Sr. Seminar			1*
MSCI 4902 Sr. Research/Internship			2*
MATH 2101 Calculus I			4*
CHEM 1212L Prin. Chem. II Lab			1*
CHEM 2501 Organic Chem. I			3*
CHEM 2501L Organic Chem. I Lab			1*
Area H Major Electives – 10-12 Hrs.			
<i>Choose three of the following:</i>			
MSCI 3401K Invertebrate Zoology			4*
MSCI 3501K Ichthyology			4*
MSCI 4447 Marine Mammalogy			3*
MSCI 4401K Marine Sediments			4*
MSCI 3702 Introduction to GIS			3*
Area H Other Electives – 8 Hrs			
			4*
			4*
<i>Choose two of the following: MATH 2111; CHEM 2511 & 2511L; PHYS 1112K; BIOL 3301K; CHEM 3401 & 3401L</i>			
Electives: Courses will be selected in consultation with advisor (Sciences, Mathematics & Technology) 16-18 Hrs*			
COLLEGE PREPARATORY COURSES (if required)			
Regents Exam	Reading -	Writing -	



Savannah State University
New Programs and Curriculum Committee
Course Change Page - Form IV

1. **Course Number**
Current: MSCI 4902
New: unchanged
2. **Course Title**
Current: Senior Research / Internship
New: unchanged
3. **Catalog Description**
Current: A research project under faculty supervision, which includes researching the....
New: unchanged
4. **Rationale:**

Most majors take this class for 3 cr. 2 credits are required for the degree. Complications arise with variable credit.

5. **Library Resource Statement**
Existing:
Additional: no changes
Deletions: no changes
6. **Credit Hours**
Current: 1-3 with 2 required for the degree
New: 3
7. **Pre-requisites**
Current: MSCI 4901 (may be concurrent); completion of 3000-level of core curric., & consent of a
New: MSCI 4901 (may be concurrent enrollment)
Deletions: completion of 3000-level of core curriculum and consent of advisor
8. **Syllabus:** see attached
9. **Similarity to or Duplication of Existing Courses:**
N/A
10. **Textbook Change (include title, author, and ISBN#)**
Current: N/A
New: N/A
11. **Grading Method**
Current: no change
New: no change

Savannah State University
Department of Marine & Environmental Sciences
MSCI 4902 Senior Research/Internship
Syllabus

Instructor & Title:

Office Location:

Office Hours:

Telephone:

Fax:

E-mail:

Course Credit Hours: 3

Class Location/Time: Marine Biology, rm. 105

COURSE DESCRIPTION

A research project under faculty supervision, which includes researching the background on a given problem, defining a hypothesis, and planning and executing experiments. A written report/manuscript and oral presentation are required.

PREREQUISITES

MSCI 4901 (may be concurrent enrollment)

STUDENT LEARNING OUTCOMES

Upon successful completion of the course, the student should be able to:

- 1) Demonstrate the ability to identify marine science questions and problems.
- 2) Use critical thinking, research, and analytical skills to solve marine science questions and problems.
- 3) Effectively communicate the results using research report and oral presentation formats.

COURSE OBJECTIVES

- 1) Develop skills to conduct independent scientific research.
- 2) Prepare an effective written and oral presentation of scientific research.

REQUIRED TEXTS AND MATERIALS

Texts: There is no required text for this course. However, readings from the primary literature will be required.

Materials: Students will need to identify a reliable means for accessing the internet and library databases. A notebook and/or folder should be maintained for the duration of the course and research project. I suggest that a flash/thumb drive or other digital storage device be used to frequently back-up materials related to the project. Computer failures tend to occur when you least expect them and when it is most inconvenient.

PEDAGOGICAL APPROACH

Mentors: Independent research will be conducted under the supervision of a faculty mentor. Mentors can be any Savannah State University faculty (instructors, professors, etc.). Lab technicians or other personnel may serve as a project supervisor if approved by the University faculty, however all signatures must still be provided by the faculty unless otherwise explicitly noted on the signed contract submitted by the second week of class (please provide details in the contract page if someone other than the faculty mentor will provide signature approvals).

Attendance Policy: The determination of compliance with the attendance and punctuality requirements of the course is up to the mentor's discretion. He/she is welcome at any time to notify me of any positive or negative issues related to student performance on the research project. Attendance is required for the In-Class presentations.

Academic Honesty: Savannah State University students exemplify honesty, honor and a respect for the truth in all of their dealings. Students should read the exact text from the current graduate catalog and the Student Code of Conduct regarding SSU Integrity Policy and adhere to the same. The instructor reserves the right to dismiss a student from class for academic dishonesty, and students are subject to disciplinary action for engaging in academic misconduct and academic dishonesty. From the Student Code of Conduct Policy; <http://web.savannahstate.edu/studentaffairs/documents/SavannahStateUniversityCodeofStudentConduct.pdf> examples of academic dishonesty include, but not limited to, the following:

- a. Submitting another's work as one's own or allowing another to submit one's work as though it were his or hers.
- b. Several people completing an assignment and turning in multiple copies, all represented either implicitly or explicitly as individual work.
- c. Failure to properly acknowledge authorities quoted, cited or consulted in the preparation of written work (plagiarism). Specific examples of plagiarism are:
 - i. Copying and/or presenting the words of others as one's own writing, including from Internet sources.
 - ii. Copying words, even if you cite the sources, unless appropriate quotation is noted.
 - iii. Copying words and then changing them a little, even if you give the source.
 - iv. Expressing in your own words someone else's ideas as your own.
- d. The use of any materials, textbook, notes, cellular phones, MP3 players, or other electronic devices during an examination without the expressed permission of the instructor.
- e. The receiving or giving of unauthorized help on assignments.
- f. Stealing a problem solution from an instructor.
- g. Tampering with experimental data to obtain 'desired' results or creating results for experiments not done ("dry labbing").
- h. Tampering with or destroying the work of others.
- i. Submitting substantial portions of the same academic work for credit of honors more than once without permission of the present instructor.
- j. Lying about these or other academic matters.
- k. Falsifying college records, forms or other documents.

Plagiarism: Please be aware that your submissions may be scanned through SafeAssign anti-plagiarism software to check for originality.

(See <http://www.cod.edu/lt/blackboard/SafeAssign/SafeAssignFAQ.htm> for details.)

Work submission policy including penalties: All assignments are to be typed (Times New Roman or Arial 12-point font) and submitted by the beginning of the class time on the day which they are due. No late work will be accepted. All deadlines must be met. Any late work will be assigned a grade of 0. Please submit all assignments electronically as an attachment via email to the instructor. The email time stamp will be used to determine the submission time. You must type your name, date, and assignment title/description on a cover page, which should be the first page of your document, for every submission. Please name the file with the following format; your last name_first initial_description_submission date. For example: **SmithJ_Draft1_01142016.**

Reports will follow the format of a scientific journal (the specific journal can be determined between the student and the mentor).

When mentor approval signature is required, you must allow enough time for the mentor to read and critique drafts, and provide approval before the assignment deadline. Keep in mind the availability of your mentor (never wait until the last minute to turn something in to your mentor). Frequent communication and effective scheduling with your mentor is necessary, and it is your responsibility to maintain communication with your mentor.

Work Retention Policy: Instructor reserves the right to retain copies of all submitted work for her records.

Withdrawal from the class: The last day for withdraw/drop a course without academic penalty is Mar. 16, 2016 (See the current SSU Academic Calendar for Spr.2016).

Class participation policy: When attending in-class sessions, you are expected to engage the speaker and ask insightful questions. Your presence is required at the final presentations, including days that you do not present. You will be expected to engage your peers in constructive scientific discussions of their research. During class meetings, the use of electronic devices for any non-course related work is strictly prohibited and may be severely penalized. **Inappropriate classroom attire** can be a distraction for classmates and creates an unprofessional environment, and thus will not be tolerated.

Policy regarding advanced preparation for class: All assignments are to be turned in electronically before the start of class time. For presentation meeting days, please come to class prepared to ask insightful questions to the other speakers. On your presentation day, please load and review your presentation slides in the classroom prior to class to ensure all files load and view properly.

GRADE DETERMINATION

Grades will be assigned based on classroom participation (10%), draft submissions (20%), research report (50%), and research presentation (20%). Grade of incomplete (IP) will be given only in cases in which significant effort has been made to stay on schedule in the designing, planning, and implementation of the research project and significant progress has been made on the research report, but due to the nature of the research project, the final report and/or final presentation cannot be completed by the end of the semester. Remember, late submissions will receive a grade of 0. Also, failure to obtain mentor approval may also result in a grade of 0 for that submission.

See the end of the syllabus for the rubric that will be used for the final paper and presentation. Grades will be determined as follows; 90-100% A; 80-89% B; 70-79% C; 60-69% D; <60 F.

STUDENT SERVICES/ASSISTANCE

Disability Accommodations and Personal Counseling on Campus: Savannah State University is committed to providing reasonable accommodations to students with documented disabilities, as required under federal law. Disabilities may include learning disabilities, ADD, psychological disorders, brain injury, Autism spectrum disorders, serious chronic medical illnesses, mobility impairment, vision or hearing loss or temporary injuries. SSU also provides free, professional, confidential, individual and group counseling, homeless services and referrals. The Counseling and Disability Centers are located in King Frazier 233, 8a.m. - 5p.m. 912-358-3129. Another resource for mental health emergencies is the GA Crisis and Access Line, available 24 hours a day at 1-800-715-4225.

Center for Academic Success: The Center for Academic Success provides comprehensive academic support classes, services and resources specifically designed to enhance student academic achievement and success. Resources provided include specialized advisement, testing and tutoring services. UC/CAS assists students with developing a roadmap for success as they pursue their personal and academic goals at Savannah State University.

Contact Information: Whiting Hall Room 253, Telephone (912) 358-3488; Fax: (912) 356-2744; Mailing Address: P.O. Box 20428 Savannah, Georgia 31404; Regular Office Hours: M-F 08:00H-17:00H; <http://www.savannahstate.edu/cas/index.shtml>

Re-write center (paraphrased from website): They work with anyone on campus on a one-to-one basis on any writing project – from brainstorming to revision to final touches. They will help you to identify your strong and not-so-strong writing habits and help you perfect your strengths and improve your potential strengths. However, they will not do the work for you. Plan to spend 30-60 minutes with your Writing Coach and be on-time for appointments with your paper already printed. They do have computers and a printer for your use. If you know you need to print the paper you wish them to help with, come a few minutes early so it's printed before your 30 minute appointment starts. That way, you will get the entire 30 minutes to work on your writing assignment. If you plan to use their computers, know your SSU login (user name and password). You can get this information from SSU computer services by calling 358-HELP (4357) or by visiting Powell Hall, room 106. Bring your syllabus or writing assignment/guidelines. They can help you fulfill your writing requirements better if they know what is expected.

Contact Information: 204 Gordon Library; 358-4495; Rewrite@savannahstate.edu or <http://www.savannahstate.edu/class/rewrite/index.shtml> for more information or to schedule an appointment.

Hours: 08:30H - 17:00H; first appt. – 09:00H, last appt. – 16:00H. Appointments work best: midterms, finals, presentations, & professor required visits fill up our time quickly.

COURSE OUTLINE

The following outline may change as the course progresses, as the instructor deems necessary given student interests and needs. * indicates required mentor/advisor review & signature on the draft submission. Alternatively, advisor can submit approved draft directly to me electronically. This is solely at mentor/advisor's discretion.

Date	Topic and Assignments
13 Jan	Class meeting: Introduction
20 Jan	Completed Contract Form DUE
27 Jan	Class meeting: Syllabus, Project Overviews Work on Research
03 Feb	Work on Research
10 Feb	DRAFT Introduction and Methods DUE
17 Feb	Work on Research
24 Feb	1st DRAFT OF COMPLETE RESEARCH PAPER DUE*
02 Mar	Work on Research
09 Mar	<i>Spring Break</i>
16 Mar	Work on Research
23 Mar	2nd DRAFT OF COMPLETE RESEARCH PAPER DUE
30 Mar	Work on Research
06 Apr	Work on Research
13 Apr	Class meeting: Establish criteria for oral presentation FINAL RESEARCH PAPER DUE*
20 Apr	Class meeting: ORAL PRESENTATIONS (Power Point)
27 Apr	Class meeting: ORAL PRESENTATIONS (Power Point)

MSCI 4902
Grading Rubric for Final Lab Report

Title, Author, Abstract (5 points)

Provide a concise, yet descriptive title, appropriate for the project, and identify the author. The abstract should be a brief overview of the project objectives and major findings.

Introduction (10)

Presents a thorough review of literature; provides sufficient justification for objectives/hypotheses; clearly states hypotheses tested and objectives of research.

Methods (10)

Presents easy-to-follow steps (both field and analysis) which are logical and adequately, but not overly, detailed.

Results (10)

All tables and figures are properly labeled, referenced, and explained; significant trends in data and significant findings are explained in the text.

Discussion (10)

Major findings are clearly stated; all explanations of findings are logical; many comparisons are made between results and those in published literature; all included information is relevant to the project.

Acknowledgements (optional)

Acknowledge people who contributed to the work.

Literature Cited (5)

Multiple papers (at least 5) cited in proper context; proper use of citations within text; reference section complete.

Writing (5)

Writing flows in a logical manner; paragraphs are structured clearly; no spelling or grammar errors.

Format (5)

Paper is in correct format, sections clearly delineated. All sections present.

Deadlines (10)

All drafts turned in on time; no missed deadlines.

TOTAL: /70

Plagiarism: Incidences of plagiarism will result in a grade of zero.

MSCI 4902
Grading Rubric for Final Oral Presentation

Slides: (10)

- Graphics
- Clarity
- Used guidelines from class

Clarity of speech: (10)

- Spoke slowly
- Spoke clearly
- Complete sentences
- Spoke confidently

Importance of research: (20)

- Provided sufficient background information
- Research placed in context
- Importance of research clearly stated

Overall quality: (20)

- Slides flowed from one to the next
- Transitions made sense
- Answered questions well and with confidence
- Research was high-quality

Total: /60

The evaluations will come from the professor and from your peers. See below for the form everyone will fill out.

Contract Form – Senior Research/Internship Course
MSCI 4902/4903

These courses will oversee an independent study research project or internship experience by students relevant to their area of study. The student must submit this formal request (Contract Form) signed by the student's research project mentor/supervisor and their academic advisor. It is preferable that the student have a research project or internship planned and this form signed prior to enrollment in these courses. The form must be signed and submitted to the course instructor of record in order to continue to be enrolled in these courses. If it is not, then the student will be administratively withdrawn from the course by the instructor. The 4902 course can be taken for 1, 2, or 3 credits, and can be repeated (as 4903) once.

Student Information and Course Approvals:

Name: _____ SSU Student ID: _____

e-mail: _____ Phone: _____

Major: _____

circle
Course: MSCI
4902 4903

circle
Credits: 1 2 3

Instructor: _____ CRN: _____

Advisor: _____ Signature: _____

Student Statement:

I have read the course syllabus for the course listed above and understand I am required to prepare a scholarly paper and oral presentation about original experimental research I conducted and that was approved by my mentor. I understand that there are mid-term deadlines for assignments on January 20, February 10, February 24, and March 23, 2016. I acknowledge that my credit received for the class dictates the time required by the course; two credits requires 150 minutes per week, three credits requires 250 minutes per week conducting my research project. Failure to meet the expectations of time, written or oral assignments, mentor written/signed acknowledgement, and class participation during research presentations will result in loss of credit and lower final grade. Further, I have met with my faculty mentor and understand all additional requirements that they have for me including draft document or presentation deadlines, expectations for conducting my experiments, including clean-up of the project at its conclusion. I understand and acknowledge that not adhering to any of my mentor's deadlines may forfeit his/her final 'sign-off' on the project and result in lost credit lowering my final grade.

printed
Student: _____

Signature: _____

Date: _____

Project Mentor and Description:

Mentor¹: _____

Phone: _____

e-mail: _____

Brief

Description: _____

¹If the project mentor is not an SSU Faculty, written confirmation of Mentor's participation may be supplied by email to course instructor.

Faculty Mentors are requested to participate in the final presentation. Please indicate which dates you are available for your student's presentations.

Apr 20
1600-1650h _____

Other² _____

Apr 27
1600-1650h _____

² If you are unable to meet at 1600-1650h on Wednesdays, please indicate which dates you will be available during the 1600-1650h time. If this time is also not available please contact the instructor to determine a mutually agreeable time with the instructor and student

I have met with the student and agree to mentor the student during this semester. I have discussed my expectations for the student's research project including any deadlines not listed on the course syllabus by the instructor (potentially including library research for peer-reviewed journal articles; experimental methods development and laboratory/experimental progress; and scholarly paper and oral presentation drafts). I agree to evaluate the final scholarly work in a reasonable time that I determine and discuss with the student. This evaluation is requested to verify the originality of the work and affirm the volume of work is appropriate for the student's credits being taken in the course. I recognize that if the student does not meet the deadlines I have set forth during this meeting, I do not have to provide the final review or 'sign-off' for the student.

printed
Mentor: _____

Signature: _____

Date: _____

****Please return this form no later than Wednesday, January 20th.**