

Undergraduate Research (URES) Learning Contract

URES 195, 295, and 395 are courses designed to satisfy the Research & Discovery requirement of the IDEAs in Action general education curriculum in unique research settings or scenarios as described below. This document is considered a contract between the Student and the Research Mentor.

Registration for this course requires approval by the Office for Undergraduate Research. Please submit this application to the Office for Undergraduate Research via the [application portal](#) no later than two weeks before the first day of classes for summer and fall terms, and four weeks before the first day of classes for the spring term. Students are strongly encouraged to begin this process early, well before the beginning of the semester.

For questions regarding URES 195, 295, or 395, contact [Anna Krome-Lukens](#), Director of Research Curricula in the Office for Undergraduate Research.

Part I: Student Information

The student should complete this portion of the form.

STUDENT INFORMATION

Name:

PID:

Email Address:

Major(s):

Minor(s):

Class level (e.g., sophomore) for term of enrollment:

Have you enrolled in a URES course before? If so, please list the course number and the semester:

COURSE CHARACTERISTICS

Semester: FALL SPRING SUMMER Year:

Date when student will begin research:

Date when student will complete research:

Intended Course (select one):

URES 395

This course should be selected for students participating in research ***under the direction of a UNC-CH faculty mentor*** in an academic unit, institute, or center that cannot award them academic credit. *It is the student's responsibility to determine if the mentor's campus unit can assign undergraduate credit.* This course satisfies the Research & Discovery requirement and awards academic credit in the form of a letter grade that counts toward the graduation total and GPA. Students are expected to engage in research activities for at least 50 hours per credit hour (in a 15-week semester, this means at least 3-4 hours per week per credit hour), but the workload may vary as specified in the Student Responsibilities & Course Requirements below.

Credit Hours Sought:

1 (50 hours, 3-4 hrs/wk)

2 (100 hours, 6-8 hrs/wk)

3 (150 hours, 9-12 hr/wk)

URES 295

This course should be selected for students participating in research ***during the academic year or while registered for Summer School under the direction of a mentor who is not a member of the UNC-CH faculty*** (e.g. industry research, research abroad, etc.). This course satisfies the Research & Discovery requirement and awards academic credit in the form of 1 credit hour and a P/F grade that counts toward the graduation total, but

not toward GPA. Students are expected to engage in research activities for at least 50 hours (e.g., at least 3-4 hours per week in a 15-week semester), but the workload may vary as specified in the “Student Responsibilities & Course Requirements” below.

URES 195

This course should be selected for students participating in ***volunteer research experiences during summer months or paid activities at any point during the year***. Students cannot simultaneously receive monetary compensation and academic credit for the same activity in many departments. This course satisfies the Research & Discovery requirement, but it does not award academic credit hours. Students are expected to engage in research activities for at least 50 hours (e.g., at least 3-4 hours per week in a 15-week semester), but the workload may vary as specified in the “Student Responsibilities & Course Requirements” below.

As the student, I have read the complete learning contract and **I agree to undertake these responsibilities and requirements. I will abide by the Honor Code’s responsibilities of students.**

(Student Signature) _____ Date _____

Part I: Mentor and Course Information

The mentor should complete this portion of the form.

RESEARCH MENTOR INFORMATION

Name:

Job Title and Organization:

Email Address:

Research Setting (i.e., name of research group, lab, company, etc.):

If at UNC, faculty mentor's school and department:

Has the mentor worked with the student in the past? If so, how long?

The mentor's primary professional role should be research. If the mentor is **not** a member of the UNC Faculty, please describe the mentor's research role and how the mentor's position, experience, or current research enables them to oversee the student's research.

BRIEF SUMMARY OF THE RESEARCH EXPERIENCE

Provide a brief summary of the research experience the student will complete.

RESEARCH AND DISCOVERY LEARNING OUTCOMES

- Frame a topic, develop an original research question or creative goal, and establish a point of view, creative approach, or hypothesis.
- Obtain a procedural understanding of how conclusions can be reached in a field and gather appropriate evidence.
- Evaluate the quality of the arguments and/or evidence in support of the emerging product.
- Communicate findings in a clear and compelling ways.
- Critique and identify the limits of the conclusions of the project and generate ideas for future work.

Please explain how this research experience fulfills *each* of the learning outcomes for Research and Discovery courses (see above). If the student has completed a URES course with you before, please explain how this semester's learning outcomes are distinct from previous completion(s).

STUDENT RESPONSIBILITIES & COURSE REQUIREMENTS

Meeting Requirements

Research Mentors are expected to meet periodically with the student to discuss their progress and provide feedback. **Please list any required meetings**, including individual meetings with the Research Mentor and meetings with other members of the research team.

Reading Requirements

The Research Mentor may choose to assign readings. **If readings are required, please list them here in a citation format appropriate for your field.** If you do not yet have a complete list of readings (e.g., the student will be selecting readings as part of their research process), please list 2-4 representative readings. If no readings are required, please indicate that.

Assignments

Required final product: All students must write a paper (5-page minimum, double spaced) demonstrating the rationale for the research project, the methods used to obtain and evaluate data/information, conclusions drawn from the analysis, and application of the findings. The format of the paper can be specific to the discipline in which the research is conducted, and its length (i.e. beyond the 5-page minimum) can be dictated by the Research Mentor. Instead of a paper, students can develop a research poster or slide presentation (e.g. Power Point) for dissemination. Students should submit the final product to the Research Mentor and the Office for Undergraduate Research by 5:00 pm on the last day of classes for the semester in which the research was conducted. **Please list the format of the required final product.**

Other assignments: The student might complete other assignments that help fulfill the learning outcomes, including writing research protocols, writing a literature review, transcribing interviews, documenting research progress in a lab notebook, presenting at a research group meeting, drafting a research paper, etc. **List required assignments below; please specify page lengths, due dates, or other assignment parameters.**

Assessment Plan

Enter the % of the course grade for each requirement or assignment listed above.

RESEARCH MENTOR RESPONSIBILITIES

- Supervise the student’s research.
- Help the student understand the broader context in which the research project fits and the basis for the methods and procedures used.
- Meet periodically with the student to discuss their progress and provide feedback.
- Establish an assessment plan with the student.
- Provide assistance to the student when needed or requested.
- Ensure that the student completes the required hours based on the credit hours sought.
- Contact the Director of Research Curricula immediately if any concerns arise about the student’s ability to complete the course.
- Read and grade the student’s final product.
- Submit a final grade to the Director of Research Curricula in the Office for Undergraduate Research no later than 2 business days after the last day of classes.
 - If the student is enrolled in URES 395, I understand that I will assess their performance and assign a letter grade based on the following criteria:

- A: Mastery of course content at the highest level of attainment that can reasonably be expected of students at a given stage of development. The A grade states clearly that the students have shown such outstanding promise in the aspect of the discipline under study that they may be strongly encouraged to continue.
- B: Strong performance demonstrating a high level of attainment for a student at a given stage of development. The B grade states that the student has shown solid promise in the aspect of the discipline under study.
- C: A totally acceptable performance demonstrating an adequate level of attainment for a student at a given stage of development. The C grade states that, while not yet showing unusual promise, the student may continue to study in the discipline with reasonable hope of intellectual development.
- D: A marginal performance in the required exercises demonstrating a minimal passing level of attainment. The student has given no evidence of prospective growth in the discipline; an accumulation of D grades should be taken to mean that the student would be well advised not to continue in the academic field.
- F: For whatever reason, an unacceptable performance. The F grade indicates that the student's performance in the required exercises has revealed almost no understanding of the course content. A grade of F should warrant an advisor's questioning whether the student may suitably register for further study in the discipline before remedial work is undertaken.

As the Research Mentor, I have read the above and **I agree to undertake these responsibilities and will abide by the Honor Code's responsibilities of faculty.**

(Research Mentor Signature) _____ Date _____

REVIEW BY OFFICE FOR UNDERGRADUATE RESEARCH

This application has been reviewed to ensure it is consistent with the criteria for the Research & Discovery credit as well as the criteria for the respective grade and academic credit where applicable. The proposal is:

- APPROVED
- REQUIRES MORE INFORMATION (provide details and return to instructor and student)
- NOT APPROVED (provide rationale)

(Director of Research Curricula) _____ Date _____