

Cooperation Between Departments in Directing Graduate Research

(Revised by the Graduate Council, April 19, 2017)

(Approved by Dr. Jennifer Martin, Interim Provost, April 25, 2017)

Graduate Students accepted to a specific program (program department) may occasionally wish to pursue research under the guidance of a professor in a different administrative unit (host department). These guidelines are recommended to facilitate cooperation in such instances.

- Faculty qualifications:

The department chair of the program department shall be given access to the credentials of the faculty member in the host department. The chair will have the right to deny permission for cooperation.

- Impact on the host department:

The chair of the host department should be contacted about the planned arrangement. The following issues should be considered:

- Impact on the workload of the faculty member in the host department:

If the chair determines that the request will impair the ability of the faculty member to fulfill his/her primary duties to the department, he/she may deny the request.

- Impact on credit hour generation:

Because the departments are evaluated for productivity by credit hour production, the student shall sign up for research credit(s) in the host department with the respective professor.

- Budgetary considerations:

If the student needs consumable supplies that are bought through university allocations, the program department assumes the expenditure. Students working on projects

funded by external sources shall be provided with consumable supplies purchased from grants.

Agreement on Cooperation in Graduate Research

- I am a graduate student in the _____ program and wish to pursue research under the direction of _____ (faculty) in the _____ Department for the _____ semester, 20____, for _____ credits.

Student Signature _____ Date _____

- I am willing to serve as major advisor/committee member for the student listed above for the _____ semester, 20____, for _____ credits.

Faculty Member Signature _____ Date _____

- I support the request of the student named above.

Signature of Chair, Program Department _____

Date _____

- I give permission for _____ (faculty member) to direct and supervise the research of the student named above under the following conditions: _____

Signature of Chair, Host
Department _____ Date _____