**THESIS RESEARCH**

**BIOL 6V01 (1-4 credit hrs)**

**[Semester Year]**

**UCA Faculty Instructor:**

**Instructor Pronouns: Office location:**

**Email: Office hours:**

**Student name:**

**General Information:**

*Earning a master’s degree with thesis option requires the graduate student, in collaboration with a faculty research advisor and thesis committee, to design and conduct an original research project. Scholarly activity and research should be encouraged from the outset of the student’s graduate program and should continue to play an important role until completion. The process of designing, writing, and completing the thesis allows the student to draw upon and consolidate knowledge obtained from classroom lectures, research projects, teaching, and other experiences. Thesis research should provide the student with hands-on, directed experience in the primary research methods of the discipline and should prepare the student for research and scholarship that will be expected after receipt of the degree.* (modified from Thesis and Dissertation Preparation Guide, UCA Graduate School, July 2021).

The Thesis Committee prior to the beginning of the third term must approve a written thesis proposal. At the end of the student’s program, the student will write a thesis to be approved by the Thesis Committee, Biology Department Chair, Dean of the College of Science and Mathematics, and Dean of the Graduate School. The student will also present the research as a seminar open to all Biology Department faculty and the public. Before the candidate is recommended to the Dean of the Graduate School for graduation, the Thesis Committee will meet with the candidate for an oral examination, which will consist principally of a defense of the thesis. A majority of the student’s committee must approve the thesis and its defense. If approval is denied, the candidate will not be recommended for graduation, but may be re-examined after at least one month. Consult the Thesis and Dissertation Preparation Guide when formatting the thesis document: <https://uca.edu/graduateschool/files/2021/07/Thesis-Dissertation-Guide-July-2021.pdf>

**Course Description:**

A student must enroll in a minimum of 6 credit hours during the program. A grade of “PR” is assigned when the student makes satisfactory progress towards the thesis during a given semester of enrollment. A grade of “NC” is given in the event of unsatisfactory progress. Students must get a grade of “PR” in a minimum of 5 credit hrs to graduate. A final grade of “CR” is assigned during the last term in which the student completes the thesis and it is approved at all levels (Thesis Committee, Biology Chair, CNSM Dean, and Graduate School). In adherence to UCA Continuous Enrollment Policy, a student must enroll in at least 1 thesis hr each subsequent semester (including Summer) until graduation. Biology graduate students do not typically start enrolling in thesis until they have completed two semesters.

**Course requirements for receiving “PR”**:

(Insert specific requirements for the given semester of enrollment)

**Course requirements for receiving “CR”**:

A successful thesis defense and approval of the thesis document by the Thesis Committee, Biology Chair, CNSM Dean, and Graduate School.

**Course Policies**

**PERSONAL PRONOUNS**

Class rosters are provided to the instructor with the student’s legal name. I am happy to address you by an alternate name or gender pronoun at your request. Please don’t hesitate to contact me with your preference early in the semester so that I may make appropriate changes to my records.

**STUDENT CONDUCT:**

**Academic Integrity**

The University of Central Arkansas affirms its commitment to academic integrity and expects all members of the university community to accept shared responsibility for maintaining academic integrity. Students in this course are subject to the provisions of the university's Academic Integrity Policy, approved by the Board of Trustees as Board Policy No. 709 on February 10, 2010, and published in the *Student Handbook*. Penalties for academic misconduct in this course may include a failing grade on an assignment, a failing grade in the course, or any other course-related sanction the instructor determines to be appropriate. Continued enrollment in this course affirms a student's acceptance of this university policy.

 **Academic Dishonesty / Plagiarism**

Any act that violates the rights of another student in academic work or that involves misrepresentation of the student’s work will result in penalties up-to and including dismissal from the course with a failing grade. Scholastic and academic misconduct includes, but is not limited to, cheating on assignments or examinations; plagiarizing – meaning misrepresenting work done by another as the students own work – submitting the same work or substantially similar work to meet the requirements of more than one class without the consent of all instructors involved; depriving another student of the necessary course materials; or interfering with another students work. For more helpful info and examples, see the following website: (<http://uca.edu/academicaffairs/files/2012/08/Plagiarism.pdf>)

 **Students with Disabilities**

The University of Central Arkansas adheres to the requirements of the Americans with Disabilities Act. If you need accommodation under this Act due to a disability, please contact the UCA Office of Disability Services, 450-3613. Please also notify the instructor of any special needs at the beginning of the semester.

 **Student Handbook/Policies**

Students are encouraged to familiarize themselves with academic policies and the sexual harassment section contained in the *Student Handbook* (<http://uca.edu/student/student-handbook/>)

 **Title IX disclosure:**

If a student discloses an act of sexual harassment, discrimination, assault, or other sexual misconduct to a faculty member (as it relates to “student-on-student” or “employee-on-student”), the faculty member cannot maintain complete confidentiality and is required to report the act and may be required to reveal the names of the parties involved. Any allegations made by a student may or may not trigger an investigation. Each situation differs and the obligation to conduct an investigation will depend on those specific set of circumstances. The determination to conduct an investigation will be made by the Title IX Coordinator. For further information, please visit: <https://uca.edu/titleix>. *\*Disclosure of sexual misconduct by a third party who is not a student and/or employee is also required if the misconduct occurs when the third party is a participant in a university-sponsored program, event, or activity.*