

TEXAS A&M UNIVERSITY-KINGSVILLE
COLLEGE OF BUSINESS ADMINISTRATION
Student / Faculty Collaborative Research Project
Guidelines

Research Subject/Title

Semester

The Student collaborator will:

- Select a topic to conduct research on that is applicable to his or her field of study;
- Submit a copy of this signed form to your advisor for notification and approval;
- Complete assigned work according to timeline agreed upon with faculty collaborator;
- Attend regularly scheduled meetings with collaborating faculty member via Collaborate;
- Be responsible for the majority of the research and writing;
- Do original work, no plagiarizing of or from existing work;
- Present completed work as decided upon by both the student and faculty collaborator;
- Student must schedule and present completed work to Deans and faculty audience via Collaborate at least a week before graduation. Contact your Advisor to schedule your presentation.

The faculty mentor/collaborator will:

- Work with the student's research, writing, editing, formatting, etc. in a positive and constructive manner - not simply criticize the students' efforts;
- List the student as either the PI (first-author) on any resulting papers or presentations;
- Aid in the student's learning of conducting research and writing academic papers;
- Assist with any collateral work, such as IRB forms or grant applications;
- Attend regularly scheduled meetings with the collaborating student via Collaborate;
- Ensure that the student does the majority of the work on the project;
- Ensure the student meets all agreed upon deadlines and timelines;
- Ensure this form including completed timeline is submitted to student's advisor upon completion of the project for credit towards the student's degree requirements.

Both the student and the faculty member are expected to:

- Recognize and acknowledge Texas A&M University-Kingsville's College of Business Administration in any resulting presentations, proceedings, submissions, or publications.
- Defer any questions not answered by this document, for instance questions related to travel monies for conference presentation, time off for presentation, journal publication fees, etc., to the faculty member's department chair for initial resolution.

Student Name

Student Signature

Date

Faculty Name

Faculty Signature

Date

