



University Council

August 17, 2018

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Dear Colleagues:

The attached proposal from the Honors Program and the Center for Undergraduate Research Opportunities for a new R-suffix, Research, will be an agenda item for the August 24, 2018, Full University Curriculum Committee meeting.

Sincerely,

John Maerz, Chair

University Curriculum Committee

cc: Interim Provost Libby Morris
Dr. Rahul Shrivastav

Proposal to create an R-suffix to designate courses for substantive, independent, faculty-mentored research

Summary of the Proposal

This is a request to create an R-suffix that would be assigned to courses designed for substantive, independent, faculty-mentored undergraduate research. A university-wide designation for research courses would facilitate UGA's capturing and reporting of undergraduate research that adheres to institutional standards.

The R-suffix would designate "research" courses in the same fashion that the S-suffix designates Service Learning courses, W designates writing intensive courses, H designates Honors courses, and E designates online courses.

Creation of the R-Suffix

The R-suffix will be used for courses with substantive, independent, faculty-mentored research. Standards, parameters, and minimum requirements for R-suffix courses are included in this proposal. While the sample syllabus includes the minimum requirements, departments may modify the requirements and the syllabus to adapt to their own disciplines. They may also include additional requirements or details in the CAPA course proposal fields for their courses, including the course objectives and topical outline fields.

CURO Research Progressive Course Series

The full CURO course series will be created automatically with the R-Suffix in all prefixes.

The following courses will be added:

XXXX4960R – Faculty-mentored undergraduate research I
XXXX4970R – Faculty-mentored undergraduate research II
XXXX4980R – Faculty-mentored undergraduate research III
XXXX4990R – Undergraduate research thesis (or final project)

The following CURO/Honors courses will be deleted to eliminate confusion:

XXXX4960H – Faculty-mentored research
XXXX4970H – Faculty-mentored research
XXXX4980H – Faculty-mentored research
XXXX4990H – Thesis (or final project)

The existing course versions of the H series will be eliminated and replaced with the R-suffix to avoid inconsistencies. These "new" courses will have an updated CAPA description and syllabus which departments may adapt to their discipline. Additional R-Suffix courses will be able to be proposed and approved.

To avoid confusion, we request also that all units consider renumbering their 4960-4990 courses that are not research-focused, eliminate redundancy by deleting 4960-4990 courses that are equivalent to the 4960R-4990R courses, and reserve those course numbers for the R-suffix courses. CURO will follow up with a concerted effort to communicate with colleges and units to facilitate these changes.

Minimum Requirements for the R-Suffix

Minimum requirements for all R-suffix courses:

1. Close supervision of a faculty member as the student undertakes a systematic and in-depth inquiry into unknown, fundamental, and applied problems; or creative activity designed to increase collective knowledge about humanity, culture, society, and/or the use of this knowledge to devise novel applications.

2. The student will have to apply understanding of the discipline to identify or shape research questions and apply skills and techniques learned to the research project.
3. Students will gather data, synthesize relevant literature, analyze, and interpret data.
4. The student will present results in writing and in other communication formats.
5. The student will receive feedback from the faculty mentor on their research progress and written, oral, or digital presentation of results or key products.
6. A minimum of 45 hours of work per credit hour per semester is required.

Additional requirements for thesis/capstone product R-suffix courses, including XXXX4990R:

1. Students will write or produce a properly formatted thesis or other appropriate professional capstone product such as a report or portfolio that describes their systematic and in-depth inquiry into an unknown, fundamental, or applied problem.
2. The capstone product is produced in close collaboration with the faculty member.
3. The student will have presented results in the form of a thesis or professional product and through the formal presentation of the thesis or product to faculty and peers during an approved event.
4. The student will receive feedback from the faculty member on the overall execution of their thesis or other capstone project and associated presentations.

R-Suffix – Routing

Courses with R-suffix will be proposed and approved through the online course approval process (CAPA). The routing will also include consideration and approval by the Center of Undergraduate Research Opportunities and the Experiential Learning Subcommittee.

CAPA Routing:

- Faculty Initiate proposal with R-suffix
- Consideration and Approval by department
- Consideration and Approval by School/College
- Consideration and Approval by CURO
- Consideration and Approval by Experiential Learning Subcommittee
- Consideration and Approval by appropriate UCC Subcommittee
- Consideration and final approval by UCC Executive Committee

Experiential Learning

An immediate advantage of the R-suffix will be the standardization and rigor of independent, faculty-mentored research/scholarship that meets the criteria of the Experiential Learning Requirement. CURO and the EL UCC subcommittee will be included in the approval process for the R-suffix courses. Thus, we suggest they also approve R-suffix courses that satisfy the Experiential Learning Requirement to appear on the Experiential Learning Transcript. This will allow academic units, at their discretion, to accept an R-suffix course for the fulfillment of the Experiential Learning Requirement for their majors.

CAPA DRAFT PROPOSAL

1. COURSE ID:

R-suffix courses (see specific **additional** notes for 4960R, 4970R, 4980R, and 4990R)

2. TITLES

Course Title:

XXXX4960R – Faculty-mentored undergraduate research I

XXXX4970R – Faculty-mentored undergraduate research II

XXXX4980R – Faculty-mentored undergraduate research III

XXXX4990R – Undergraduate research thesis (or final project)

Course Computer Title:

XXXX4960R – Undergraduate research I

XXXX4970R – Undergraduate research II

XXXX4980R – Undergraduate research III

XXXX4990R – Undergraduate thesis

3. COURSE DESCRIPTION (must be 50 words or less)

General R-suffix courses: Faculty-supervised independent or collaborative inquiry into fundamental and applied problems within a discipline that requires students to gather, analyze, and synthesize and interpret data and to present results in writing and other relevant communication formats.

Description for thesis course XXXX4990R: Faculty-supervised independent or collaborative inquiry into fundamental and applied problems within a discipline that requires students to gather, analyze, and synthesize and interpret data. Students will write or produce a thesis or other professional capstone product, such as a report or portfolio, that describes their systematic and in-depth inquiry.

4. GRADING SYSTEM

A-F (Traditional)

5. CREDIT HOURS AND LECTURE/LAB/DISCUSSION HOURS

	FIXED	VARIABLE
Credit Hours		1 to 6

6. NON-TRADITIONAL FORMAT (if lecture/lab hours or lecture/discussion hours are fewer than credit hours, please justify)

Note:

This CAPA syllabus is a temporary and general preliminary syllabus. Recognizing that research takes different shapes, we emphasize that after initial course approval, departments may initiate a course change proposal in CAPA to modify the syllabus of their course and adapt it to their discipline.

Minimum requirements for all syllabi: Students will meet with faculty mentor on a regular basis. A minimum of 45 hours of work per credit hour per semester.

Minimum requirements for all syllabi: All R-suffix courses should include formative writing or presentations and feedback experiences with the faculty mentor that provide growth in field-specific communicative techniques.

For the 4960R, 4070R, 4980R sequence: These courses belong to a progressive research course sequence to promote a student's increasing skill development and depth of inquiry, as well as growing independent research capability. The courses require the close supervision of a faculty member as the student undertakes a systematic and in-depth inquiry into unknown, fundamental, and applied problems. In some cases, the student will work collaboratively as part of a research team. The student will have to apply understanding of the discipline to identify or shape research questions and apply skills and techniques learned to the research project. Students will gather data, synthesize relevant literature, analyze, and interpret data. The student will present results in writing or through participation in research-group or program meetings and meetings with their faculty mentor. The student will receive feedback from the faculty mentor on their research progress and written or oral presentation of results. A minimum of 45 hours of work per credit hour per semester is required.

For 4990R: This is a capstone course under the direct supervision of a faculty member. This course may be the culmination of the 4960R-4980R sequence. Students will write a thesis or other professional capstone product, such as a report or portfolio, that describes their systematic and in-depth inquiry into an unknown, fundamental, or applied problem. The thesis or capstone product is written in close collaboration with the faculty member and must be approved by that faculty member. The student will apply understanding of the discipline to identify or shape the research question and apply skills and techniques learned to complete the research project. The student will have gathered data, synthesized relevant literature and materials, analyzed, and interpreted data. The student will demonstrate in writing the contribution of their work to the discovery and interpretation of knowledge significant to their field of study. The student will have presented results in the form of a properly formatted, professionally rigorous thesis document or other appropriate professional capstone product and through the formal presentation of the thesis or product to faculty and peers during an approved event. The student will receive feedback from the faculty member on the overall execution of their thesis project, the written thesis, and their presentation.

7. REPEAT POLICY

Course can be repeated for credit – maximum credit allowed 8 hours

8. DUPLICATE CREDIT STATEMENT (do not list quarter course IDs)

9. REQUIRED PREREQUISITES

Permission of department

10. PREREQUISITE OR COREQUISITE COURSES

11. COREQUISITE COURSES

12. PRIMARY DELIVERY MECHANISM (select only one):

Directed Study

13. COURSE WILL BE OFFERED

Every Year - Fall Spring Summer

14. DESIRED EFFECTIVE SEMESTER AND YEAR

Semester following UCC approval

15. ADDITIONAL INFORMATION REQUIRED FOR THE SYLLABUS

COURSE OBJECTIVES OR EXPECTED LEARNING OUTCOMES

The expected learning outcomes for a student in a directed research course are:

1. The student will pose and test questions, hypotheses, or problems drawn from concepts in their discipline.
2. The student will utilize foundational principles in planning and executing a research project.
3. The student will carry out basic research techniques and methods.
4. The student will conduct research according to the highest ethical standards.
5. The student will demonstrate how a research program is organized and carried out.
6. The student will engage in professional communication through written and verbal participation in laboratory, academic, or professional meetings or conferences.

TOPICAL OUTLINE

Students must apply through a sponsoring faculty member to conduct research. Each research experience is an independent collaboration between the faculty member and the student. As such, there is no set topical outline. Instead, faculty mentor and student should develop their own work plan and determine course requirements and grading procedures (individualized syllabus). **A minimum requirement is that the student present results in writing and through presentations in meetings with peers and faculty and that they will receive feedback from their papers or presentations.**

UNIVERSITY HONOR CODE AND ACADEMIC HONESTY POLICY

UGA Student Honor Code: "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." A Culture of Honesty, the University's policy and procedures for handling cases of suspected dishonesty, can be found at www.uga.edu/ovpi. Every course syllabus should include the instructor's expectations related to academic integrity.