

GRADUATE & RESEARCH AFFAIRS  
AGREEMENT FOR **ADJUNCT** FACULTY TO SERVE AS A  
COMMITTEE MEMBER OF A THESIS COMMITTEE

In an effort to enhance the research experience for students and to utilize **Adjunct** faculty who are interested in serving on thesis committees, the following roles and expectations must be discussed and an agreement concerning the following issues must be reached.

1. What will be the availability of the adjunct faculty member to the student who is conducting research and writing the thesis.
2. What is a reasonable timetable for completing the student's thesis/project.
3. What alternative plans are in place should the student's research go beyond the agreed-upon time limits that were agreed to.
4. How can the student secure a replacement for the adjunct faculty member if the adjunct faculty member is unable to continue to serve as thesis chair or as a committee member. It is not an automatic assumption that the second member will assume the role of chair.
5. The adjunct faculty member understands that he/she will have to be an official volunteer with the university to insure protection against indemnification.

**AGREEMENT:**

*We, the undersigned, have discussed all points listed above, and any other related topics specific to this study, and have reached a mutually satisfactory understanding. If there are related issues to this study, please detail them on an additional page.*

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Student's Signature

Student's RED ID#

Date

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Student's Name PRINTED

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Adjunct Faculty Signature

Name PRINTED

Date

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Graduate Adviser's Approval

Date

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Department Chair Approval

Date