

GRADUATE & RESEARCH AFFAIRS  
AGREEMENT FOR **FERP** FACULTY TO SERVE AS THESIS/PROJECT CHAIR OR  
COMMITTEE MEMBER

Because of the nature of the **Faculty Early Retirement Program (FERP)**, faculty availability is restricted to certain semesters and with limited teaching and service obligations. Serving as chair or member of a thesis committee often takes more than one semester and has not been considered part of retiring faculty's responsibilities. However, in an effort to enhance the research experience for students, some retiring faculty may choose to supervise student thesis research on a voluntary basis. If a student would like a FERP faculty member to serve as chair of a thesis/project, the following roles and expectations must be discussed and an agreement concerning the following issues must be reached.

1. What FERP means in terms of faculty availability for each semester that the student will be conducting research and writing the thesis.
2. A timetable for completing the student's thesis/project.
3. Alternative plans should the student's research go beyond the agreed-upon time limits that were discussed.
4. Alternative plans for securing a replacement for the FERP faculty member if the FERP 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. It is the student's responsibility, not the obligation of the department, to find another chair or committee member, should that be necessary. In the event a student is unable to find another chair or committee member, the student is obligated to take comprehensive exams or do an alternate thesis or project under the supervision of a different faculty member.

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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FERP Faculty Signature

Date

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Graduate Adviser's Approval

Date