

## EXTERNAL MENTOR AUTHORIZATION (NON-BAYLOR FACULTY)

Students desiring a non-Baylor faculty member to serve as a Thesis Co-Director (Co-Mentor) must complete this form. In all cases, the other Thesis Co-Director listed on this form must be a Baylor faculty member.

Thesis Co-Directors are expected to mentor the student's research activity, allow the student to use the agreed-upon<sup>1</sup> data collected during the research activity as the basis for their Honors Thesis, assist the student in data analysis, carefully read the thesis, provide critiques and suggestions of the written thesis, and, in general, serve as a mentor to guide, critique, and encourage the student in their research development.

<sup>1</sup>"Agreed-upon" research may be a portion of a much larger research program, study, or experiment under the direction of the external scientist/researcher. The Baylor student is making no claims to the data of the larger study. The external researcher serving as the Thesis Co-Director should work out with the Baylor Honors student an agreement that is explicit about the independent variables, dependent variables, potential modifying and confounding variables, and/or any other portion of the larger body of research that the student may use in her or his Honors Thesis.

STUDENT'S NAME: \_\_\_\_\_ BU ID: \_\_\_\_\_

LOCAL MAILING ADDRESS OR CAMPUS BOX # \_\_\_\_\_

SEMESTER & YEAR of expected graduation and thesis defense (e.g., Fall 2009) \_\_\_\_\_

### EXTERNAL CO-DIRECTOR

THESIS CO-DIRECTOR'S NAME & TITLE: \_\_\_\_\_

CO-DIRECTOR'S ORGANIZATION AND DEPARTMENT: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PROPOSED THESIS TITLE: \_\_\_\_\_

### BAYLOR CO-DIRECTOR

BAYLOR CO-DIRECTOR'S NAME \_\_\_\_\_

TITLE OR POSITION: \_\_\_\_\_

EMAIL: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

RATIONALE FOR USING EXTERNAL CO-DIRECTOR:

BAYLOR THESIS CO-DIRECTOR AGREEMENT:

I support the use of the external CO-DIRECTOR named in this agreement. I also understand that it is ultimately the student's responsibility to ensure proper communication of deadlines, thesis defense requirements, and any other pertinent information with the external CO-DIRECTOR.

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
External Thesis Co-Director's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Baylor Thesis Co-Director's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Student's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Honors Program Director/Representative's Signature

The student shall provide a copy of the signed agreement to the outside reader who should then communicate with the Honors Program office his or her willingness to serve in this capacity.

Communication can be directed to  
[Albert\\_Beck@baylor.edu](mailto:Albert_Beck@baylor.edu);  
Tel.: 254.710.6470

Dear External Thesis Co-Director:

Baylor's Honors Program has been encouraging young scholars to do creative scholarly research for over fifty years. In most cases a Baylor faculty member agrees to mentor the Honors student through the reading, design, data collection, analysis, and writing phases of the Honors Thesis. The Program has produced some terrific theses by young scholars who have moved on to remarkable professional careers.

In the sciences, especially, many wonderful opportunities await Baylor students interested in cutting-edge research directed by scientists who may not be a part of Baylor University's faculty. We are thus pleased that one or more of our students has recognized the value of your research, and that you would consider serving in the capacity of Thesis Co-Director.

Accordingly, two areas of commitment pertain to your role as External Co-Director. First of all, we would expect the student to use data from your larger research program as the basis for his or her Thesis. The specific hypotheses and variables should be worked out explicitly, early on in the research experience, to assure a clear understanding among all parties involved about the scope and availability of the thesis research. Second, you would agree to serve as the student's research mentor as he or she designs, collects data, analyzes data, and writes the thesis.

The Baylor Co-Director will serve as a facilitator and colleague only when needed. If you, as the External Co-Director, work with the student during the research data collection and analysis phases and have the time to mentor the student through the writing process, little or no activity will be expected on the part of the Baylor Co-Director. If, however, you find it difficult to spend the time with the student necessary for the project to be completed, please alert the Baylor Co-Director as soon as possible, so that he or she can offer the appropriate mentoring, whether it be during the writing stage or during any other stage, such as statistical analysis.

You are in charge of the entire research experience at your research facility. Once the student returns to the Baylor University campus in Waco and is working on the thesis, the Baylor Co-Director will participate with you and the student in whatever way that best serves the needs of the research project and the student.

Serving as a Thesis Director (or Co-Director) is a fully voluntary position; no additional payment or stipend is attached. We are grateful for your willingness to mentor the Honors student in this way, as well as for giving the student an opportunity to work in your research program! Let us know how we can support you as you mentor this student. Feel free to call or email the Baylor Co-Director or the Honors Program Director with any questions, concerns, or suggestions. We expect the Baylor student to work with enthusiasm under your guidance.

Thank you for investing your time in the training of a young research scientist.

Respectfully,

Elizabeth Corey  
Director of the Honors Program  
Baylor University

**Baylor Honors Thesis: Scope of Research Agreement**

The External Thesis Co-Director and Baylor student have met and agreed upon the following thesis topic.

**Hypothesis:**

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**If applicable:**

**Independent Variables (Exposure Variables, Treatment Variables, Experimental Variables)**

- (1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_

**Dependent Variables (Disease Variables, Outcome Variables, Response Variables)**

- (1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_

**Intervening Variables (Modification or Interaction Variables, Potential Confounding Variables, Extraneous Variables used in Adjustment)**

- (1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_

When the time is appropriate to write up the analysis and submit the article for publication, it is the decision of the External Co-Director that the Baylor Honors Student \_\_\_\_ may \_\_\_\_ may not \_\_\_\_ participate in the publication process and \_\_\_\_ may \_\_\_\_ may not \_\_\_\_ have his/her name on the publication as an author.

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
External Thesis Co-Director's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Student's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Baylor Thesis Co-Director's Signature

AGREED: \_\_\_\_\_ Date: \_\_\_\_\_  
Honors Program Director/Representative's Signature