



KELLOGG HONORS COLLEGE

Engaged Learning Experience

Student Proposal Form



Kellogg Honors College (KHC) students must complete an undergraduate research experience displaying academic interests and demonstrate a deep understanding of the topic, issue, or problem. The research experience can coincide with faculty-led research/labs, senior projects, and/or CPP research programs (e.g., [O.U.R.](#), [McNair](#), etc). The research topic does not be novel or original. The student must conduct the research, data collection, and conclusionary analysis. KHC students must present at CPP's [RSCA](#) (spring semesters) or [CARS](#) (summer semesters) event.

Use this form to propose a research experience/project for approval by the KHC director. This form requires input from the faculty mentoring the research experience. This form is due the *semester prior* to conducting the research. Once this proposal is approved, students will enroll in CPU 4990H for the semester of the research/project. CPU 4990H is a 3 unit course that applies toward the minimum [honors course](#) graduation requirement.

Name: _____ Bronco Number: _____

Major & College: _____ Expected Graduation (month/year): _____

CPP Email: _____ Phone: _____

Project Title: _____

Briefly describe your proposed project. The description should include the goal or objective of the project, what you expect to learn from conducting this project, and how this project fits into your overall educational objectives.

Will this project require the approval of the [Institutional Review Board \(IRB\)](#)? _____ Yes _____ No

All research involving human subjects or vertebrate animals (including samples, data sets, etc.) performed by Cal Poly Pomona faculty, staff or students, or performed on this campus, must be reviewed by the IRB for the applicability of federal policy. Visit the [IRB website](#) for more information.

How will you carry out the proposed project? Include a brief discussion of methods appropriate for this project. Provide a timeline of activities, proposed date of project completion, as well as how often you will meet with your mentor.

What format will the project be (poster, model, video, performance, art piece, other)? _____

Is this project a group project? Yes _____ No _____

If the project is an extension of a group project, clearly explain what aspects of the project will be your independent work vs. the group's work. A larger group project is encouraged as long as a significant component of the group project is your independent work and individual effort.

Student: I have developed this project with the consent of my faculty mentor and understand that this forms one of the requirements of the Kellogg Honors College. I agree to abide by University Policies for academic integrity and research ethics.

Student Signature

Date

Faculty Mentor(s): How does this project display a student's academic interests and demonstrate a deep understanding of a topic, issue, or problem?

What is your approach to mentoring undergraduate research? Identify any resources you might need.

How will you evaluate this project?

I agree to serve as the faculty mentor for this project.

Mentor Signature: _____ Date: _____

Academic Dept.: _____

CPP Email: _____ Phone: _____

Faculty mentors will receive a letter upon successful completion of responsibilities documenting this important service to KHC. This letter is to support documentation of service activities for your RTP file.

Students will enroll in CPU4990H (3 units) while conducting their research. The KHC director will serve as instructor of record and will contact faculty mentors for the final grade at the end of the semester. This class is meant to provide honors credit for the research project but is not intended as a substitute for senior project courses in student's major.

Kellogg Honors College Director: I read and approve this contract.

Signature