

**Maritime College Engineering Department  
Administrative Policy**

**Title: Undergraduate Research in Engineering**

**No. 17-05**

**Date: 03.22.2017**

**This policy describes procedures required to register for Engr 631/632 Undergraduate Research I/II. These courses qualify as Engineering Electives; they may not be used to substitute for required courses in B.E. programs at Maritime College.**

**A. Course Descriptions:**

**ENGR 631 Undergraduate Research I**

3 credits.

This course offers undergraduate engineering students the opportunity to help expand the body of human knowledge by researching a topic on the edge of current engineering understanding. This research experience is a valuable gateway to the personal development of knowledge creation skills which distinguish the best in their fields. Students may take an additional semester of undergraduate research (ENGR 632) but may not apply more than 6 credit hours of undergraduate research to their program of study. This course is intended for advanced students and requires the express consent of the faculty member serving as research advisor.

Prerequisite: Permission of the chair.

**ENGR 632 Undergraduate Research II**

3 credits.

This course can be taken as an extension of work begun in ENGR 631, or when a second, unrelated undergraduate research project is undertaken.

Prerequisites: ENGR 631, permission of the chair.

**B. Required documentation:** Students seeking credit for Undergraduate Research must prepare a Proposal in conjunction with an Engineering faculty member who serves as research advisor. The proposal must be approved by the chair of Engineering, the student then registers via an 'add form' with the advisor as instructor of record.

The Proposal must include the following:

1. Title block with student name, course number and name, instructor, credit value, semester and year.
2. Description of the work in sufficient detail to justify the credit value of the course.
3. A list of specific Learning Objectives to be accomplished by the student during the course.
4. A list of the deliverables that will be completed by the student during the semester. Generally speaking, every research project should generate a final written report. There must be a specified mid-semester deliverable, and a mid-semester grade must be recorded for the student. The course is required to include a 'culminating activity,' which could include a final exam, oral presentation of the final report, poster presentation, etc.
5. Signatures of the student, Engineering faculty mentor and Engineering department chair.