

Research Registry Overview

July 16, 2018

Overview:

The Research Registry¹ is used as part of the University's experiential learning initiative to recognize and evaluate student's involvement with research. Students are evaluated by their research mentor, based on either the Research Evaluation Rubric² (developed by a faculty committee of research mentors) OR upon a set of guidelines/requirements established between mentor and mentee for a successful semester of research.

Process:

- Students complete the registry form every semester of work (Fall, Spring, and Summer). Students engaged in multiple projects with different mentors will register each project separately.
- For each entry, the system will auto-generate a message to the faculty of record to confirm willingness to mentor the student and complete the end of semester evaluation.
- At the end of the semester, an email will be sent to the mentor requesting an evaluation of the student for meeting/not meeting expectations for a successful semester of research.
- At the beginning of the next semester, students will receive an email reminding them to re-register if continuing their project.

Notes on meets/does not meet expectations:

- If the student's participation meets expectations, the student's information and research involvement will be shared with the University as part of the experiential learning initiative, including USC Connect's Graduation with Leadership Distinction program.
- If the student's participation does not meet expectations:
 - This status does NOT affect a student's academic record. Only records indicating "meets expectations" will be forwarded as complete for the university's experiential learning initiative. Comments remain confidential.
 - Students do not receive notification regarding the status of the experience. If asked, the Office will refer students to their mentor regarding the status.
 - For grant awardees, depending on the situation, the student may be at risk to lose funding or be ineligible for future awards.

Who should register – undergraduates involved in undergraduate research as follows^A:

- Research volunteers
- Research for pay
- Research grant awardees
- (non CAS) Research Independent Studies^B

^AStudents engaged in multiple projects with different mentors will register each project separately

^BCAS Research Independent Studies will use the new formstack system to register

Constituent awareness (system participation):

- Advisors
- Students
- Faculty

Timeline:

- Spring 2018 – pilot of awardees
- **Fall 2018 – full implementation**

¹ sc.edu/our/researchregistry/

² sc.edu/about/offices_and_divisions/undergraduate_research/documents/research_verification.pdf