

Research Graduate Assistant Guidelines
Office of Sponsored Programs
Texas A&M University-Commerce

Graduate Assistants Research (GARs) should benefit from their work experience in that they are better prepared for their professional careers. The University Research and Creative Activities Committee have established the following guidelines for all GARs.

- Faculty mentors should ensure that GARs are being prepared professionally to meet their career goals.
- Faculty mentors should expose GARs to the extramural funding process by including them in the proposal writing process and expose them to possible sources of funding for research.
- Faculty mentors should involve GARs in research processes, ranging from activities such as writing research proposals to data collection and analysis.
- The tasks of GARs should be integrated into research projects, and it is expected that the results gained as a result of working on a research project should form the basis for the students' thesis or dissertation when possible.
- Faculty mentors should help their GARs identify and attend appropriate conferences and professional meetings to present their research results and to diligently work with them on publishing manuscripts based on their research, including their work for theses and dissertations.
- GARs should be given opportunities to become involved in writing research reports and publications of papers, proceedings and books. All publications and presentations that result from this research should include GARs as co-authors (senior authors if GARs take the lead in writing and junior/secondary authors if not).
- In addition, GARs receiving funding through the Faculty Research Enhancement grants and Summer GARs must be enrolled in 518 (thesis) or 718 (dissertation) for the semester of the assistantship.
- Faculty mentors should continue to work with their GARs to ensure that they are on track to graduate in a timely manner.