# STUDENT-FACULTY AGREEMENT

## *Student Engagement in Faculty Enterprises*

This Agreement and the guidelines within it are intended to permit thoughtful and productive engagement of students in faculty enterprises, including startup companies and consulting activities, while protecting the academic interests of such students.

As part of Stony Brook University's commitment to the academic pursuits and integrity of its students, the College and Graduate School Deans' offices requires advance notice and approval of student engagement, compensated or uncompensated, in faculty enterprises through receipt and signature of this Agreement. Please submit completed forms to your college dean and to the Graduate School at studentandpostdoc_startup@stonybrook.edu.

***(Faculty member name)*** wishes to engage ***(student name)*** in the following activity:


***(Please provide 25–50-word description)***


During the period from: *(start date, month, and year* to *end date, month, and year)*

Both student and faculty member understand and agree that:

1. **A conflict-of-interest management plan must be developed and attached to this Agreement when the activity involves (1) a time commitment from the student (paid or unpaid) and (2) the work is not for Stony Brook University or the Research Foundation**. The management plan shall describe procedures to be followed by the student and the faculty member for mitigating any conflicts of interest in the direction and execution of the student's primary research responsibilities and academic progress, including: the scheduled hours and location of the activity, a statement that the work will take place outside regular work hours and will not involve University resources, a plan for ensuring that the student's training goals and academic progress will not be negatively affected, and a description of how the proposed activities will benefit the student's professional development.

2. Students always have the voluntary choice of whether to participate in faculty enterprise activities. Coercion in any form by faculty is strictly forbidden.

3. The work assigned to the student must promote education and professional growth.

4. The work of the student must not interfere with his/her academic progress. Publications should never be restricted, and a graduation date should never be delayed because of faculty enterprise or consulting activities.

5. The magnitude of student work in a faculty enterprise should be kept to a reasonable level. Specifically, subject to the general limitations specified in item 3, activities should involve no more than one day per week.

6. If during the engagement the student finds the enterprise work to be in conflict with academic progress, he/she has the right to cancel the arrangement.

7. If during the engagement a professional conflict develops between the student and the faculty member the student may terminate this agreement immediately.

8. A faculty member supervising the thesis work of a student concurrently involved in an outside enterprise in which that faculty member has a financial interest cannot be the sole research advisor during the period of the students outside engagement. An additional and disinterested faculty member must be assigned as co-advisor and have primary responsibility for assessing the student's research progress. Similarly, if the faculty member has a supervisory role in a class taken by a student concurrently involved in an outside enterprise in which that faculty member has a financial interest, the faculty member must remove himself/herself from grading the student, thus avoiding potential conflicts of interest in the evaluation of the student's performance. For research courses, grading responsibilities should fall to the co-advisor.

9. Students funded on federal grants must deliver the work effort for which they are paid, and faculty enterprise activities may not displace grant-supported work.

10. Where possible and reasonable, students should receive professional credit for their work, and they should, where possible, have some contact with the client and investors to facilitate their professional growth.

11. Faculty must disclose consulting and enterprise activities as required on conflict-of-interest disclosures, and student engagement in these activities must be explicitly reported to the student's Graduate Program Director. Students subject to university conflict of interest disclosure requirements must also disclose their activity in faculty consulting and enterprise activities.

12. The College and Graduate School Deans' offices will maintain copies of signed *Student-Faculty Agreements* and a list of students involved in faculty enterprises.

13. The Department Chair will query these students on an annual basis for the duration of the work to ensure that students are engaged voluntarily in meaningful work that does not interfere with their academic progress. The Department Chair will maintain copies of the queries.

14. A fully signed copy of this agreement will be provided to all signatories, the Department Chair or their delegate, and Stony Brook University's Conflict of Interest Administrator in the Office of the Vice-President for Research.

Students have the right to file a complaint with the Graduate School Dean's office if they feel that any of the guidelines outlined in this Agreement are not being followed. The Graduate School Dean's office will review the matter in coordination with the College Dean's office and may seek adjustments in arrangements where necessary or terminate the activity and arrangement. The College and Graduate School Deans will remind the student and faculty member that retaliation of any kind is against Stony Brook University policy and is strictly prohibited.

_____         _____

Student Printed Name                                                    Signature and Date

_____         _____

Faculty Printed Name                                                    Signature and Date

_____         _____

Co-Advisor Printed Name                          Signature and Date

_____            _____

Graduate Program Director Printed Name      Signature and Date

_____            _____

Graduate School Dean Printed Name           Signature and Date

_____            _____

Department Chair or their delegate Printed Name    Signature and Date

_____            _____

College Dean Printed Name                        Signature and Date