

Master of Arts in Liberal Studies Proposal Questions

Students hoping to enroll in UNIV 7997 are required to submit a proposal and have their project approved in advance. To prepare your proposal, please submit a separate document that answers the questions below. Submit those answers to the Instructor of Record by the appropriate deadline during the semester prior to when you hope to take UNIV 7997. No student will be issued a permit for UNIV 7997 without approval of his or her proposal. Proposals must be turned in by 1 July for the Fall semester, 1 December for Spring, and 1 May for summer term.

1. Identify the topic of your Special Project and explain the purpose of the project. What are the research questions you are trying to answer or the problems you are trying to address through your project?
2. Explain the reasoning process by which you selected the topic. Explain in detail how this topic relates to your program of study as well as how this project furthered the academic goals you sought when entering the MALS program. The Special Project should be the logical culmination of what you studied in the MALS program.
3. All Special Projects must have a structured inquiry or creative component. State what the written component of your project will be (e.g., research paper, policy analysis/recommendations, etc.) as well as detailing your methodology. If the project is not a traditional research paper, it must have an implementable initiative aligned with the student's course of study and profession. The emphasis of the project should be a community-based initiative that enhances the student's workplace or the community.
4. Provide a sample bibliography of at least 10 sources that is indicative of the resources you will use in your research. (You should plan to have at least 20 for your final draft.) The citations and bibliography of the Professional Project must follow a standard style guide such as the Publications Manual of the American Psychological Association or the Chicago Manual of Style. Identify the style guide you will use for your project.
5. Provide a provisional outline of your Special Project that includes your anticipated goal or conclusion (one or two sentences).
6. If your project is done in conjunction with a field professional setting, have your field supervisor review and sign the proposal, indicating the location's permission for you to conduct this project at that professional setting.
7. When emailing your proposal to the Instructor of Record, you must include the Certificate of Completion from your IRB/Cayuse training. (You can find that training at <https://www.memphis.edu/research/researchers/compliance/irb/index.php>).