

THE COLORADO SCHOOL OF MINES

THESIS WRITERS RETREAT APPLICATION

MAY 23-26, 2022

9 AM-2:00 PM

2:00-4:00 PM optional free writing time

WHAT IS THE THESIS WRITERS RETREAT?

The Thesis Writers Retreat is a four-day program that gives graduate students structured time to work on their thesis or other related writing project. Professional writing consultants, research librarians, and thesis formatters will be on hand to provide academic support on request. During structured writing time, students will have the option to attend breakout sessions that will focus on topics ranging from academic writing tips to literature reviews. All structured writing time will be followed by a casual presentation with free lunch. A typical day will follow the outline below:

- 8:30-9:00:** Check-in with coffee and a light breakfast
- 9:00-12:00:** Structured writing time with academic support
- 12:00-1:00:** Lunch with a presentation by a guest speaker or panel
- 1:30-1:50:** Optional breakout session in a separate area from the retreat
- 2:00-4:00:** Optional free writing time

For more information about the Thesis Writers Retreat,
visit writing.mines.edu/the-thesis-writers-retreat

APPLICATION DUE BY APRIL 11, 2022

Return the completed application & writing plan to writing@mines.edu

Applications will not be considered complete until they are signed by both the attendee and advisor.

The 2022 Thesis Writers Retreat will take place in person at the Boettcher Mansion. We will continue to closely monitor Covid-19 policies and make adjustments or alternative plans as needed. All attendees will be expected to comply with these policies.

Enrollment is limited, so please apply early.



THE WRITING CENTER
COLORADO SCHOOL OF MINES

Student Name:

Email:

CWID:

Department:

Master's or PhD:

Year in Graduate School:

Target graduation date:

Advisor's Name:

Please check the project that most accurately describes what you will spend your time writing at the Retreat:

Master's Thesis

PhD Thesis C

Conference Paper

Journal Article

Thesis Proposal

Other: _____

Transportation from campus to the venue will be available. However, it will be limited and we cannot guarantee a seat for all attendees. If you prefer to take your own transportation, we encourage carpooling. Please check your transportation preference below:

☐ I prefer to take my own transportation

☐ I am interested in taking a bus to and from the venue.

1. To maximize your progress, graduate students who sign up for the event are expected to participate in person for all four days. Please confirm that you are available from 9 AM to 2 PM on the following days:

Yes

No

I am available and will attend the full day on May 23

I am available and will attend the full day on May 24

I am available and will attend the full day on May 25

I am available and will attend the full day on May 26

Other (Please explain):

2. Briefly describe where you are in the writing process for your thesis or other writing project (outlining, reading literature, writing chapters, revising chapters, etc.) and briefly describe the topic of your project.



With your advisor, create a plan for what part of your thesis or other related writing project you will work on during the Retreat. You should plan to have approximately 3 hours of uninterrupted writing time each morning and additional 3 hours of optional uninterrupted writing time in the afternoon. Describe your proposed plan in the table below.

| | |
|--------|---------------------------|
| Day 1: | On this day I plan to.... |
| Day 2: | On this day I plan to.... |
| Day 3: | On this day I plan to.... |
| Day 4: | On this day I plan to.... |

Depending on where you are in the writing process, you might consider working on scaffolded projects. For example, you could plan to...

- 1) Write a draft of a chapter or article, review the draft with a professional writing consultant to identify areas for revision, and start revising your draft
- 2) Identify seminal works in your field with a research librarian, outline your literature review, and start writing a draft of your literature review
- 3) Outline your thesis proposal, start writing your thesis proposal, and review completed sections with a professional writing consultant

Research shows that writing retreats are more successful when the student has created and discussed a tentative writing plan with their advisor. Please read and sign below to complete the registration form.

By signing on the line below, I confirm that all information has been accurately completed to the best of my ability, I plan on attending the workshop each day, and I have discussed my proposed writing plan with my advisor.

Student Signature: _____

Date: _____

By signing on the line below, I acknowledge that I have discussed the proposed writing plan with my advisee.

Advisor Signature: _____

Date: _____

Consent Form for Participation in In-Person Research

Study Title: Thesis Writers Retreat Study
Principal Investigator: Allyce Horan, Writing Center Director, 1700 Illinois St, Golden, CO
ahoran@mines.edu; (303) 384-2265
Other Investigator(s): Megan Sanders, Senior Assessment Associate, Trefny Innovative Instruction Center
Sponsor: The Trefny Innovative Instruction Center

Purpose of this Study

The purpose of the study is to compare the outcomes of the Thesis Writers Retreat in terms of student learning, engagement, and/or attitudes. By agreeing to participate in this study, you will not be asked to complete anything beyond what you would otherwise do as part of your participation on the Thesis Writers Retreat; you are agreeing to allow these writing samples to be used for research purposes.

Procedures

This study includes the following types of activities and/or data, all of which are activities you would complete anyway as part of your participation in the Thesis Writers Retreat.

Application

You completed an application as part of your participation in the Thesis Writers Retreat. By participating in this study, you authorize the research team to obtain and use your responses on your application for research purposes.

Reflection Activities

As part of your participation in the Thesis Writers Retreat, you will be asked to complete daily reflections on your writing. By participating in this study, you authorize the research team to obtain and use your responses to these reflection activities for research purposes.

Survey

You will be asked to complete a survey about your learning experience at the end of the Thesis Writers Retreat. Your responses to this survey will be de-identified prior to the analysis of the data. If survey results are reported publicly, data will only be reported in the aggregate and anonymously. The survey should take 5-10 minutes to complete.

Participation in this study is voluntary, and your decision to participate or not participate will not impact your grades or your academic career at Mines.

Participant Requirements

Participation in this study is limited to individuals age 18 years and older, and those students participating in the Thesis Writers Retreat offered at Mines in May 2022.

Risks

The risks and discomfort associated with participation in this study are no greater than those ordinarily encountered in daily life or during participation in a course. Additionally, there is a risk of a breach of confidentiality.

Benefits

There may be no personal benefit from your participation in the study but the knowledge received may be of value to humanity.

Compensation & Costs

You will not be compensated for agreeing to allow your responses to be used for research purposes. There will be no cost to you if you participate in this study.

Confidentiality

By participating in the study, you understand and agree that Mines may be required to disclose your consent form, data and other personally identifiable information as required by law, regulation, subpoena or court order. Otherwise, your confidentiality will be maintained in the following manner:

Your data and consent form will be kept separate. Your research data will be stored in a secure location on Mines property. Sharing of data with other researchers will only be done in such a manner that you will not be identified. By participating, you understand and agree that the data and information gathered during this study may be used by Mines and published and/or disclosed by Mines to others outside of Mines. However, your name, contact information, and other direct personal identifiers will not be mentioned in any such publication or dissemination of the research data and/or results by Mines. Note that per regulation all research data must be kept for a minimum of 3 years.

Rights

Your participation is voluntary. You are free to stop your participation at any point. Refusal to participate or withdrawal of your consent or discontinued participation in the study will not result in any penalty or loss of benefits or rights to which you might otherwise be entitled.

Right to Ask Questions & Contact Information

If you have any questions about this study, you should feel free to ask them now. If you have questions later, desire additional information, or wish to withdraw your participation please contact the Principal Investigator by mail, phone or e-mail in accordance with the contact information listed on the first page of this consent.

If you have questions pertaining to your rights as a research participant; or to report concerns to this study, you should contact Mines Human Subjects Research by e-mail at humansubjects@mines.edu.

Voluntary Consent

By signing below, you agree that the above information has been explained to you and all your current questions have been answered. You are encouraged ask questions about any aspect of this research study during the course of the study and in the future. By signing this form, you agree to participate in this research study. A copy of the consent form will be given to you.

PRINT PARTICIPANT'S NAME

PARTICIPANT SIGNATURE

DATE

I certify that I have explained the nature and purpose of this research study to the above individual and I have discussed the potential benefits and possible risks of participation in the study. Any questions the individual has about this study have been answered and any future questions will be answered as they arise.

SIGNATURE OF PERSON OBTAINING CONSENT

DATE



PHOTO/MULTIMEDIA MODEL RELEASE

All photographers and videographers taking photographs, videos or audio recordings on university property or at university events in their capacity as Mines' employees must obtain a signed release from any student, faculty member, staff member, or community member who is visibly recognizable in the photograph or recording prior to making any commercial use of such photograph (including use in all public relations materials and marketing materials used to promote or market Mines' or its departments such as websites, newsletters, brochures, magazines, signage or other similar materials). Crowd scenes where no single person is the dominant feature are exempt as are photographs taken of news events. However, photographs taken for news purposes require a release prior to reuse in public relations or marketing materials.

.....

Date _____

I hereby grant Colorado School of Mines permission to use my likeness in photograph(s)/video or audio recordings in perpetuity, in any and all of its publications and media (including the internet), now or in the future, controlled by Colorado School of Mines. I waive any right to inspect or approve the finished product, and I waive any right to compensation. I release, indemnify and hold harmless the Colorado School of Mines and its Board of Trustees, officers, directors, employees, agents and representatives from any claims, damages, or liability arising from or related to the use of the photograph(s)/video or audio recordings.

Name (print full name) _____

Major (if student) _____ Graduation year _____

Signature _____

Parent/guardian signature (if subject is under the age of 18)

[Optional] Address _____

City, state, zip code _____

[Optional] Email or Telephone _____

Visit <http://www.mines.edu/news> for contact information