

**HRI HUMANITIES RESEARCH LAB (HRL)
Executive Officer Approval Form**

Applicant instructions: Please enter the requested information below and provide the form to the executive officer of the appropriate department/academic unit for approval. The appropriate party to sign the form is the EO of the unit that houses the course you are proposing to transform into an HRL. Please upload the signed form as part of your application.

Applicant Information

Name:
Academic Title:
Proposed Course Rubric:
Proposed Course Name:

Academic Unit	Appointment %

Executive Officer Approval

I support this proposal for a Humanities Research Lab in the spring semester of 2025. If the course is selected:

- I understand that the above faculty member will spend the fall 2024 semester retooling the above existing course, in consultation with the Humanities Research Institute (HRI) and the Office of Undergraduate Research (OUR), to debut it as a research lab in the spring 2025 semester.
- I agree that our department will cap the course’s enrollment at 20 students.
- I acknowledge that my department/unit will receive \$3,000 from HRI in recognition of its support for this effort.

If the proposed course is selected to be offered as a Humanities Research Lab, our academic unit agrees to offer the course, capped at 20 students, and taught by the above faculty member, in the spring 2025 semester.

Executive Officer Name: _____

Executive Officer Signature

Date

Appropriate Business Officer contact information (for funds transfer):

Name:
Email:
Phone: