

Undergraduate

Research

Council

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2022 Summer Undergraduate Research Fellowships

Students from all academic disciplines are invited to apply for a competitive summer research fellowship to pursue quantitative, qualitative, or mixed methods research or creative activities with a faculty mentor.

Application Deadline: Monday, April 04, 2022

Applicants will be notified of the award decision by Friday April 15, 2022.

The summer undergraduate research fellowships (SURF) are designed to support undergraduate students and their faculty mentor to engage in full-time scholarly activity during the summer of 2022. Each fellowship consists of a \$4,000 student award and a \$1,500 faculty award to facilitate students' original investigative projects. In addition, the Residence Life and Housing Office has partnered with the Undergraduate Research Council to offer eight weeks of campus housing for student research fellows. Housing (subject to conditions) will be provided in a standard double room with a roommate.

Eligibility

1. Students must be a sophomore, junior, or senior graduating in December 2022 or later.
2. Faculty may sponsor up to two student applications but if both are awarded, a second full faculty stipend cannot be guaranteed.
3. Student applicants cannot be a recipient of a prior Summer Undergraduate Research Fellowship award.
4. The summer research project activities begin on or around May 31 and should be completed on or around August 26, 2022.
5. The Fellowship is intended to serve as a full-time student work experience, therefore applicants may not be enrolled in summer courses during this period.

Expectations

1. Attendance at a 30 minute virtual introductory meeting on Monday May 2, 2022, at 7:00 p.m. Each fellowship recipient will introduce themselves and share 2 goals of their proposed scholarly activity.
2. Four summer meetings with the URC director and the other members of the Summer 2022 Research Fellows cohort.
3. Presentation on the results of their research project at the 2023 SUNY Cortland Transformations: A Student Research and Creativity Conference.

Summer Undergraduate Research Fellowship Application

All application materials must be submitted to this [submission link](#) by 4:30 p.m. on Monday April 04, 2022. Subject line: *Summer Research Fellowships*. Late applications will not be accepted.

Applicant Name: _____ ID #: C00-_____

Major: _____ Number of credits earned towards graduation: _____

Campus/Local Address: _____

Phone: _____ Email: _____

Title of Research/Creative Activity: _____

Faculty Mentor: _____ Department: _____

Campus Phone: _____ Email: _____

- Check here if you require housing in the designated summer residence hall(s) during the period of your fellowship. By checking this box, student and faculty mentor will be required to sign a housing agreement prior to an award being made. Dates of residence do not include periods in which the campus residences are closed. **Note:** this award does **not** include meal service, which is limited during the summer months. Indicate if you have a request for an Undergraduate Summer Research Fellowship student as a roommate. **Note:** roommate requests may only be granted if both students request one another mutually and both are approved fellowship recipients at the time of room assignments. Otherwise, Residence Life and Housing reserves the right to assign other summer residents as roommates.

By signing below, both student and faculty:

- Agree to comply with all applicable COVID-19 health and safety guidelines during the Summer Program.
- Agree that the summer research fellowship is equivalent to full-time summer student employment.

Student Applicant Signature: _____ Date: _____

Faculty Mentor Signature: _____ Date: _____

Directions: *Part A* must be completed by the student and *Part B* by the faculty mentor.

Part A. Student

1. Your inquiry

Describe your proposed research project or creative activity in your own words. Include your specific research question and/or what you will be exploring or investigating during this summer research opportunity. (500 word limit) Attach a page at the end for any references cited.

2. Project significance

Describe how your proposed research or creative inquiry is important and what originality you bring to the investigation. (250 word limit).

3. Method and Plan

Describe in your own words the approach/method you will use to carry out your proposed project. Explain where your research or creative project will take place (e.g., on campus, in the field, other locations...) and include an estimated timeline (with dates) of your research activities. (300 word limit)

4. Resources

Indicate any resources (e.g., funds for consumable supplies or travel) that are needed to successfully conduct your proposed research and how these needs will be met. If none, please indicate so. Please note that extra funding for these research supplies **are not** provided by the summer fellowship and must be met by other means (e.g., department funds, faculty funds, personal funds/fellowship stipend).

5. Academic preparation

Describe in your own words any relevant college experience(s) that have prepared you for conducting this proposed activity. Does your involvement in this project inform into your future academic or professional plans? (200 word limit)

6. Assessment

Provide two or more personal goals that this fellowship will help you achieve.

Provide two or more measurable outcomes that will enable you, your faculty mentor, and the URC to assess the success of your summer experience.

7. Submit an unofficial transcript of your academic record.

8. Check here if your proposed research involves the use of human participants.

If your project involves human participants in the research, you will not be permitted to initiate research nor have any awarded fellowship funds distributed until the Cortland's Institutional Review Board (IRB) has reviewed and approved the research protocol, and informed consent has been obtained. Please see <http://www.cortland.edu/irb/policies.html> for additional details and IRB policies.

Part B. Faculty Mentor

Mentoring undergraduate students effectively requires (among other things) that faculty communicate regularly, provide training in their area of expertise, offer encouragement and support, and provide feedback as the research progresses. Faculty generally view their mentoring of undergraduate research as a deeply satisfying form of teaching, although one that can require a major commitment of time and resources. Please discuss all aspects of the research project with your student and carefully review their completed part of their application prior to formulating your responses below.

1. Mentoring

- a. Describe how you plan to support the student throughout the proposed activity. Please be specific about the skills or content that you will need to teach or other training you be providing to the student. What are the characteristics of good mentoring that you will employ?
- b. Logistics: Indicate if you will be working with your student in-person, virtually or a combination and how you will ensure adequate communication. How many times per week do you plan to meet with your student, where you will meet them, and how you will monitor your student's progress.

(500 word limit)

2. Quality and feasibility

Please comment on the feasibility of the student's research plan and the likelihood that they will meet their objectives. What is your assessment of their list of resources and estimated timeline? (250 word limit)

3. Vita

Attach a brief vitae of your professional accomplishments (i.e. publications, professional presentations, awards.). Please also including any previous and current scholarly activities that include undergraduate students. (3 page maximum)

4. Attach a letter of recommendation for your student.

5. Previous Summer Mentoring

If you have served as a mentor on a previously funded summer research fellowship(s), provide the name of the student(s), title of the project, and outcome(s) of the project (e.g., presentations, publications, performances, or other scholarly activities that resulted from the project)

Only the materials requested in this application will be forwarded to the review committee. Please do not attach any additional letters of recommendation.