

A photograph of the Florida State University archway, a large brick structure with a central fountain and a clock tower in the background. The archway is the focal point of the image, with the university's name and other text overlaid on it.

FLORIDA STATE UNIVERSITY

A PREEMINENT FLORIDA UNIVERSITY

2016-17

Florida State University
Undergraduate Research
Opportunity Program
Research Mentor Handbook

cre.fsu.edu

Our Research Mentors contribute to

**Learning, Research,
Scholarship, Creative works,
Entrepreneurship....**

for the promotion of

**a new generation of critical thinkers and
problem solvers prepared to positively impact
Our Global Society.**

Your research mentoring supports

**Florida State University as a world class institution of
higher education.**

Welcome Research Mentors!

The Center for Undergraduate Research and Academic Engagement (CRE)

- Are you a new faculty member?
- Do you have any exploratory research project in mind, or in progress?
- Do you need preliminary data to write a research proposal?
- Are you Research Faculty exploring ways to enhance personal or department research productivity?
- Are you a postdoctoral fellow or researcher who intends to pursue an academic career in research, teaching, or training?
- Are you a graduate student looking for mentoring experience?
- Are you a faculty member with an established research project that can be enriched with additional research support?

CRE's UROP is the perfect fit to add value to your existing research or ideas, while concurrently promoting FSU's campus-wide, undergraduate research culture.

CRE and UROP

The CRE at Florida State University provides,

- **Both curricular and co-curricular programming** available for students of all backgrounds, disciplines, and socioeconomic statuses, in order to promote development of global citizenry
- **Structure** to engage all undergraduate students in research, UROP is a multidisciplinary program designed to enhance creativity on a student's path to independent scholarship
- **Support** to mentors like yourself, resulting in high-impact engagement opportunities for 4,000 students in 2014-15, and national recognition by the Council on Undergraduate Research (CUR) in 2015.

**Together, we have unlimited potential to make 2016-17
UROP's most accomplished year to date at FSU.**

UROP Facts

Inquiry, investigation, and discovery are at the heart of Florida State's research mission. In order to broaden quality research engagement opportunities for our students, CRE spearheaded FSU's UROP initiative.

- UROP forms the base of FSU's and the CRE's campus-wide, undergraduate research engagement model, beginning in 2012-13, by an initiative from the Division of Undergraduate Studies and our predecessor unit, the Office of Undergraduate Research (OUR)
- Such efforts have led to about 40% of FSU undergraduates actively engaging in research, or making plans to begin
- Increased and steady growth has defined the program, from 94 students in 2012-13, to our current cohort of 250 students

UROP Facts continued

- **Extended involvement opportunities for historically underrepresented populations, including 71 minority students (35%), 44 first generation college students (22%), and 11 CARE program participants (5%)**
- **Expanded outreach efforts to integrate research opportunities for groups such as the Creative and Performing Arts, student veterans, transfer students, and the Center for Hispanic Marketing/Communication**
- **In 2014-15, UROP experienced its most diverse representation of STEM research mentors to date, including 113 STEM research assistants, or more than half of the total cohort.**

Your Role as UROP Research Mentor

Submission of proposed research (in 200-500 words) by accessing the link found on the UROP web page under the Faculty/Research Mentors tab on the CRE site, found [here](#)

Selecting a student: Future research assistants will select his/her project of interest from the list of submitted projects with the help of their UROP leader(s), a student who has already completed one-year in UROP. Following project selection, the student will contact you. Research mentors will then conduct a face-to-face interview with the student(s), oftentimes in the research setting, to finalize the selection process

Orienting and Working with your student: After the selection process is complete. the research mentor is expected to outline student roles, develop a work schedule, meet with research assistant routinely and address other essential laboratory or research setting practices, such as safety. team collaboration and provide necessary training to enable them to perform their assigned job. Research mentors need to provide the student with relevant safety guidance following [FSU Lab Safety Manual](#) and [Online Safety Training](#).

Mentor Considerations

- **Eligibility:** You are eligible to hire a UROP student if you are affiliated with FSU as a tenure/non-tenure track faculty member, postdoctoral fellow or researcher, or a qualified graduate student. Qualification inquiries should be directed to CRE Director Dr. Joe O'Shea at joshea@fsu.edu
- **Funding support:** The CRE supports students throughout their cumulative UROP research curriculum and mentoring. Most students are eligible for compensation through Federal Work Study and/or academic credit. Many departments have additional, internal funding support available for students. Research mentors are also able to submit a separate application for materials grants funding (e.g. small equipment and supplies), awarded on a first come, first served basis. Faculty may request up to **\$1,000** for this supplementary funding (**\$250** for graduate students/postdoctoral researchers)
- **Recognition:** While not directly compensated by the CRE, outside of students' research contributions, mentors use this experience to build their research, and as an addition for promotion and tenure applications. As a recognition of your time, the CRE allows participants to nominate exemplary mentors, and one UROP faculty mentor is awarded **\$2,000** each year, and one graduate student/postdoctoral researcher a **\$500** award.

**Colloquium
course**



**UROP High-Impact
Engagement Model**

**Research
assistantship**



Presentation



Student experiences continued

The UROP research assistant experience requires commitment for a full academic year, and consists of three, interconnected program modules.

- **Colloquium course.** Facilitated by a UROP peer leader(s), an experienced undergraduate researcher who has completed the entire UROP student module, participants meet every other week during the academic year with their leader(s) and fellow UROP students to receive personalized research guidance, explore various research and campus resources, and engage peers about their own research
- **Research assistantship.** The UROP students work closely with a faculty mentor or other eligible research mentor between **5-10** hours weekly assisting them with a research project. This is the hallmark of research mentor involvement in the program.
- **Presentation.** The third part of the UROP program fulfills a vital component of the research process, presentation—student participants are required to present their work as poster presentations at FSU's annual undergraduate research symposium. Additionally, a highlight of the presentation experience is an invitation and opportunity to present at the annual Florida Undergraduate Research Conference (FURC).

Additional Resources

Although this list does not represent the full library of available resources to further explore undergraduate research at FSU and beyond, it provides CRE invested stakeholders a valuable starting point.

1) **Association of American Colleges and Universities (AAC&U)**, specifically the works of world renown higher education researcher Dr. George D. Kuh, on high-impact educational practices.

Available at: aacu.org/leap/hips

2) **The Council on Undergraduate Research (CUR)**, the leading international organization for dissemination and promotion of undergraduate research activities and news.

Available at: cur.org

3) **The University of Michigan Undergraduate Research Opportunity Program**, a national, benchmark program for excellence in undergraduate research.

Available at: lsa.umich.edu/urop

4) **FSU's CRE website**, including specific information useful for research mentors such as various impact evaluation outcomes (Faculty/Research Mentors tab), and additional information about our other programs and events (Students and Events tabs).

Available at: cre.fsu.edu

UROP

HIGH-IMPACT STUDENT ENGAGEMENT

**HONORS, SCHOLARS, AND
FELLOWS HOUSE
CENTER FOR UNDERGRADUATE
RESEARCH AND ACADEMIC
ENGAGEMENT (CRE)
127 HONORS WAY, SUITE 3002
TALLAHASSEE, FL 32306-1234**

RESEARCH MENTOR OPPORTUNITIES

AVAILABLE FOR 2016-17.

Questions? Contact CRE Director Dr. Joe O'Shea at: joshea@fsu.edu

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