



Faculty Mentor Contract

McNair Scholar: _____

Faculty Mentor: _____

Research Interest: _____

Faculty Mentor Responsibilities:

Spring Semester

- Formulate and confirm research problem with Scholar
- Develop budget for research project with McNair Scholar (if applicable)
- Attend Faculty Mentor Orientation meeting on **Feb. 15th, 2024**
- Develop and approve proposal with McNair Scholar – due to McNair Office by **March 29th, 2024**
- Finalize preparation for research project including purchase of supplies and materials
- Ensure Scholar is enrolled in undergraduate research course for Summer I

Summer Session I

- Supervise McNair Scholar during required research internship period
- Meet with Director mid-summer or as needed to monitor progress of Scholar
- Hold Scholar accountable for time and quality of effort on research project
- Meet personally with Scholar weekly during Research Internship and approve weekly reports submitted to McNair Office
- **Make arrangements to have a responsible proxy available for Scholar if unavailable for any extended period**

Fall Semester

- Assist Scholar with preparing research in publication style for peer review and possible submission to a professional journal
- Assist Scholar with submission of final project research paper and preparing for oral presentations
- Submit Faculty Mentor portion of McNair grade to Director
- Make effort to attend the following events with Scholar to provide academic and collegiate support:
 - Oral Defense (October 2024)
 - Research Symposium (November, 2024)

Continuing (as Appropriate)

- Provide support and motivation to Scholar as needed
- If part of a research team, treat the Scholar as a full member of the team, complete with responsibilities and privileges
- Support the Scholar’s pursuit of graduate school education
- Invite Scholar to professional meetings, seminars, conferences, etc. (McNair Program *may* be able to assist with expenses for Scholar)
- Assist Scholar in formulating professional goals that will lead to the doctorate
- Contact Director regarding concerns or suggestions for program improvement

Faculty Mentor will receive a stipend for mentoring the Scholar which will be provided following the completion of the McNair Research year.

_____ I DO wish to serve as _____’s Faculty Mentor and understand the responsibilities.

_____ I DO NOT wish to serve as _____’s Faculty Mentor.

_____ I would like to serve as _____’s Faculty Mentor, but have questions before I commit.

Faculty Signature _____
 Date