

# S.U.R.F.'S UP!

## Schapiro Undergraduate Research Fellowships at Randolph-Macon College



The Office of Undergraduate Research is pleased to announce that summer research fellowships will again be available in 2015 to rising juniors and seniors. Exceptional rising sophomores will also be considered. The program will take place from Monday, June 8, 2015 to Friday, August 7, 2015. Projects are expected to represent a full-time job for the student during the duration of the project, i.e. 40 hours per week. Students are not allowed to take summer school classes during the SURF program. Part time jobs are discouraged, but if necessary must be restricted to weekends.

At the conclusion of the summer research program, each fellowship recipient will be required to turn in a final written report no later than August 7, 2015. Additionally, each student will present his/her findings/conclusions in a celebratory S.U.R.F. conference on August 7, 2015 and at the annual research day in May of 2016.

Each awardee will receive a \$3,500 stipend and free lodging (townhouse apartments) during the period of his or her fellowship. In addition, funds are available for project supplies and student travel. Students are recommended to have a cumulative grade-point average of at least 3.00 at the time of application, and must identify a Randolph-Macon faculty member as sponsor and research advisor.

Completed proposals (see attached guidelines) are due in the Provost's Office by 5:00 p.m. Friday, **March 6, 2015** with an **electronic copy of the proposal only** via email attachment to [bwirth@rmc.edu](mailto:bwirth@rmc.edu) with your last name/advisor's last name as the subject line. Faculty advisors must review the proposal before submission. We will make every attempt to inform applicants about their proposal status by **March 20, 2015**. Please contact Dr. Serge Schreiner (ext. 7206 or e-mail [sergeschreiner@rmc.edu](mailto:sergeschreiner@rmc.edu)) or Dr. Kelly Lambert (ext. 4717 or email [klambert@rmc.edu](mailto:klambert@rmc.edu)) with questions or concerns. **Students from all departments and programs are encouraged to apply.**

## SURF PROPOSAL GUIDELINES

Proposals must be typed or printed and double-spaced, and must adhere to the following format:

**Title Page** – title of project, name, research advisor, academic major, class, GPA and date

**Statement of Research Question to be addressed**

**Background** – provide a thorough review of the literature related to your research question (500 words maximum)

**List of References** cited in literature review

**Methodology/Plan of work** – description of research procedure necessary to carry out project with projected timeline (300 words maximum)

**Materials list** – resources needed and estimated cost

**Location of project** - where work will be conducted

**Statement of intended outcome of project** – will the results be used to prepare a manuscript? A work of art that will be displayed in an appropriate forum? An oral or poster presentation at a professional meeting? Indicate the conference where your work might be presented (please consult with your faculty supervisor to identify appropriate conferences).

*\*Preference will be given to students who have specific plans to present their work at a professional conference or appropriate venue.*

*\*\*If you have participated in the SURF program in the past, please indicate where you presented your previous SURF project (e.g., professional conference, local art exhibit).*

**SURF applicant evaluation form** – to be completed by faculty supervisor; this form which is attached to this document should be included in a sealed and signed envelope.

**SURF Applicant Evaluation Form  
(to be completed by Faculty Supervisor)**

Name of Applicant: \_\_\_\_\_

Name of Faculty Advisor: \_\_\_\_\_

Please rate the applicant by using the following scale:

(1)	(2)	(3)	(4)	(5)
strongly disagree	disagree	neutral	agree	strongly agree

\_\_\_\_\_ The applicant possesses the intellectual maturity to conduct an independent research project.

\_\_\_\_\_ The applicant has the academic preparation to conduct the proposed project.

\_\_\_\_\_ From my experience, the applicant is dependable and will work consistently through the duration of the SURF project.

\_\_\_\_\_ The applicant's project represents a novel endeavor or answers a significant question not clearly answered in the literature of his/her specific discipline.

\_\_\_\_\_ The applicant has provided an appropriate literature review for the proposed project.

\_\_\_\_\_ Considering time constraints and available resources, the applicant has proposed a realistic SURF project.

\_\_\_\_\_ If conducted as proposed, the project has the potential to be presented at a professional conference.

\_\_\_\_\_ Considering both the academic and social skills of the applicant, I look forward to collaborating with the student during the SURF project.

\_\_\_\_\_ The applicant should receive a SURF award this summer.

\_\_\_\_\_ The applicant will have access to all the supplies, resources and facilities necessary to complete the project.

***Feel free to provide additional relevant information in an attached letter and return this form and the letter in a sealed and signed envelope to the student to include in the application package.***

Dear Faculty Member:

Faculty supervision is critical for the success of the SURF projects each year. We would appreciate your signature acknowledging that, to the best of your knowledge, you will have the time and expertise to sufficiently advise this student through the proposed research project, if recommended for funding. Although we understand that short trips are likely to come up during SURF, all faculty supervisors are expected to be present during the last week of the program as the students are preparing for their SURF conference presentations. More detailed information about SURF faculty supervision will be provided by the Provost's Office following the final decisions about SURF participants. Thank you for taking the time to work with the SURF students!

Signature: \_\_\_\_\_

Date: \_\_\_\_\_