

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

Schapiro Undergraduate Research Fellowship Program at Randolph-Macon College



The Office of Undergraduate Research is pleased to announce that summer research fellowships will again be available in 2018 to rising juniors and seniors. Exceptional rising sophomores will also be considered. The program will take place from **Monday, June 11, 2018 to Friday, August 10, 2018**. Projects are expected to represent a full-time job for the student for the duration of the program, 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 is required to turn in a final written report no later than August 10, 2018. Additionally, each student will present his/her findings/conclusions in a celebratory S.U.R.F. conference on August 10, 2018 and at the annual research day in May of 2019.

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 23, 2018** with an electronic copy of the **proposal only** via email attachment to bwirth@rmc.edu with your last name/advisor's last name as the name of your proposal. Faculty advisors must review the proposal before submission. We will make every attempt to inform applicants about their proposal status by **April 20, 2018**. Please contact Dr. Serge Schreiner (ext. 7206 or e-mail sergeschreiner@rmc.edu) or Dr. Evie Terrono (ext.7242 or email eterrono@rmc.edu) with questions or concerns. ***Students from all departments and programs are encouraged to apply.***

An informational meeting will be held on **Thursday, March 1, 2018** at 11:40 in Copley 101.

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), and identify specifically how your inquiry will potentially contribute new knowledge.

List of References cite these 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

Preparation for project – please comment on your academic preparation for this project by listing any relevant course work, research experiences, etc.

Location of project - where work will be conducted. If you will conduct your research in archives, provide specific details as to the collection that you will consult and if possible provide electronic links to those collections, and their content.

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).*

Dear Faculty Member:

Faculty supervision is critical for the success of the SURF projects each year. We would appreciate your signature acknowledging that you have the expertise and will have the time to sufficiently advise this student through the proposed summer research project, as well as through the subsequent academic year (e.g., attend conferences, assist with Undergraduate Research Day), if recommended for funding. Due to the potential extended collaboration with students through the academic year, preference will be given to tenure-track faculty or faculty with a continuing relationship with the College. 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. Due to the importance of involving as many faculty and students as possible, no more than two students per faculty member can be funded through the SURF program (although additional students can be funded through faculty-generated grant funds). 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: _____