



## Faculty Mentor Contract

McNair Scholar: \_\_\_\_\_

Faculty Mentor: \_\_\_\_\_

Research Interest: \_\_\_\_\_

### Faculty Mentor Responsibilities

#### Spring Semester

*f*

Finalize preparation for research project including purchase of supplies and materials

*f* Ensure Scholar is enrolled in undergraduate research course for Summer I

#### Summer Session I

*f* Supervise McNair Scholar during required research internship period

*f* Meet with Director midsummer or as needed to monitor progress of Scholar

*f* Hold Scholar accountable for time and quality of effort on research project

*f* Meet personally with Scholar weekly during Research Internship and approve weekly reports submitted to McNair Office

*f* Make arrangements to have a responsible proxy available for Scholar if unavailable for any extended period

#### Fall Semester

*f* Assist Scholar with preparing research in publication style for peer review and possible submission to a professional journal

*f* Assist Scholar with submission of final project research paper and preparing for oral presentations

*f* Submit Faculty Mentor portion of McNair grade to Director

*f* Make effort to attend the following events with Scholar to provide academic and collegiate support:

o Oral Defense (October 2024)

o Research Symposium (November, 2024)

#### Continuing (as Appropriate)

*f* Provide support and motivation to Scholar as needed

*f* If part of a research team, treat the Scholar as a full member of the team, complete with responsibilities and privileges

*f* Invite Scholar to professional meetings, seminars, conferences, etc. (McNair Program may be able to assist with expenses for Scholar)

*f* Assist Scholar in formulating professional goals that will lead to the doctorate

*f* 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.

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