Faculty-Student Summer Science Research Funding Guidelines

Earlham has limited endowed funds to support faculty-student collaborative research in the sciences and math during the summer. Funds support student wages at $400 for 40 hours per week for up to eight weeks during the summer and a weekly faculty stipend of $750. Funding for travel and supplies will be considered based on budgets submitted with applications. This funding is competitive.

Application Process

1. Faculty members may submit an application to the Director of Sponsored Programs and Foundation Relations via email no later than January 15. The proposal must include an abstract and a statement describing the research goals and methodologies, the project timetable with the start- and end-dates for the faculty and students involved in the project (these dates will be used as the basis for the payroll contract), a statement on the specific involvement of the student researchers, and a budget for supplies and/or travel as applicable. Faculty should propose hiring at least two students; where that is not feasible, faculty will receive a reduced stipend. Please write your project description for a general reader.

Faculty members may apply with students in mind, but to ensure fairness and to provide valuable experience, all students will be required to submit applications for summer positions. Student researchers must be rising sophomores, juniors, and seniors. Seniors graduating before the summer research season are not eligible.

2. Positions will be advertised to students no later than February 13, with applications due by March 2. Faculty should make decisions about selection of students by March 13, and students should commit to summer projects by April 10.

3. Students hired as science researchers must meet with their faculty member as soon as possible to finalize the project days and must complete the paperwork required for payroll no later than April 30. Faculty and students should discuss the scope of the project, the schedule and other details of the work before the student agrees to participate.

Conditions

1. Summer science funds are intended to give students an opportunity to engage in intensive research as an immersion experience. Students may not work more than 40 hours per week on this project and should consider it full-time employment. Students should not hold any other employment or other research position at the same time as they hold a science researcher position.
2. At the end of the research project each student researcher must submit an abstract and report to the faculty member for approval (see reporting requirements) and should be encouraged to present his/her project during the Annual Research Conference. Students should also complete the online SURE III survey, a national annual study that assesses student research. http://www.grinnell.edu/academics/areas/psychology/assessnebts/sure-iii-survey

3. Future funds are contingent upon receiving these reports.

**Reporting Requirements**

In order to assess the value of our summer research programs and secure additional funding to support them, it is critical to receive specific feedback on each summer research project from each participant. We use excerpts from the reports for reporting to donors.

**What Do We Need from You?** For faculty-student research projects funded through the Academic Dean’s Office, we need a report from both the student researchers and the faculty research director. In addition, we need an abstract of the work completed.

**Abstract.** As a research team the students should prepare a 100- to 150-word abstract summarizing the research question, the methodology, and the results of the research. The abstract must be reviewed and approved by the faculty research director before it is included in the final report. The faculty member should add a statement to the end of the abstract stating his or her approval.

**Student Report.** Each student on the project should submit a separate report of 500 words or less addressing the following questions.

1.) Did you conduct original research?
2.) Do you now know more about your research topic then you knew before?
3.) Did your understanding of the material under investigation change as a result of this research experience?
4.) How did your summer research experience compare to your previous academic experience in the discipline under study?
5.) Are you continuing this research in a thesis, independent study, paid assistantship, or work next summer?

**Faculty Report.** The faculty research director should submit a single report describing and assessing summer research activities. The report should use the attached format.

**When Do We Need the Information?** Students should submit their reports to their faculty within two weeks of the conclusion of the project. We recommend that you spend time during the last week of the project to work with the students on their report. Faculty final reports
(which should include the student materials) will be due no later than September 30. We require timely submission of the reports because of our own reporting requirements for donors.

**Submission of Abstract and Reports.** Please submit the abstract and all reports ELECTRONICALLY by sending Word attachments or PDF files to the Director of Sponsored Programs and Foundation Relations ([paulesa@earlham.edu](mailto:paulesa@earlham.edu)).
Summer Research Final Report – Faculty

Name

Title of project

Date (Summer and Year)

Brief description of project

Short summary of research findings

Student Participants (names, year)

How would you evaluate the quality of the students' work? Please be specific.

Please list presentations to the Earlham community or elsewhere.

Please describe others results or work in progress (presentations off-campus, papers read or published, other products of the project).

How will this project relate to your own research in the future?

Pedagogical impact: How has participation as a director had an impact on your teaching?

Other comments? Any personal vignettes or experiences from the project are welcome, as are student posters later in the fall semester.