

## College of Education

### Criteria for Faculty Mentoring of Undergraduate Student Research Award

Applicants for the award need to provide documentation demonstrating that the following criteria have been met. Nominations must be submitted to the Office of the Dean, College of Education, by February 17, 2017. Applications must be submitted to the Office of the Dean, College of Education by March 10, 2017.

1. Evidence of involvement with mentoring a minimum of three student projects which meet the criteria of external evaluation. Evidence of student projects may include (but is not limited to):
  - Copies of student presentations including reference to date, location and audience.
  - Copies of publications including bibliographic information regarding publication.
  - Media based documentation of completed projects and a description of how the project was presented or used.
2. Faculty mentored projects are defined as projects in which faculty and students have collaborated in all three of the following project stages:
  - Initial idea generation
  - Research or creative activity generation
  - Compilation of the final presentation of the project

*NOTE: It is recognized that students may become involved in a mentor's continuing project, however, within that paradigm it is expected that the student and mentor will collaborate at all three stages for the specific project.*

3. Student research projects may begin as a part of a course or degree program requirement. However, the project must extend beyond the limits of the course or degree requirements. For example, the student may develop a paper on a topic that is of such exemplary quality or import that it should be disseminated to a broader audience. If the student were willing to do so, the work required for publication would ordinarily be considered to be beyond the normal parameters of a course or degree program. The same interpretation would also be applied to a research project.
4. Projects must have documented significance or value as demonstrated by external evaluation. External evaluation criteria for the College of Education is defined as a project being disseminated by one of the following methods:
  - I. Publication
    - a. Publication in a refereed journal
    - b. Invited publication in a journal
    - c. Invited publication in a book
    - d. Invited publication of pedagogical materials

II. Presentation

- a. Presentation at a national, regional or state conference (refereed)
  - b. Maximum of three letters of support from students
  - c. Maximum of two letters of support from peers and one from the nominee's department chair.
  - d. Evidence of previous faculty mentored projects that meet the criteria.
5. The faculty member may be nominated by peers, students, department chair, college dean, or by one self.
6. Applications must include:
- a) Faculty statement and curriculum vita.
  - b) Maximum of three letters of support from students.
  - c) Maximum of two letters of support from peers and one from the nominee's department chair.
  - d) Evidence of previous faculty mentored projects that meet the criteria.
7. The faculty statement for item 6a should describe past mentoring projects, current projects and plans for future projects. Faculty must explain how they were involved with the projects (see #2) as well as involvement with external evaluation and dissemination.