Date: April 8, 2015

To: Faculty in the College of Liberal Arts and Sciences (CLAS)

From: Cheryl Conrad, Ph.D. Associate Dean for Research
Katie Schilling, Executive Administrative Support Specialist

Re: **CLAS "Undergraduate Summer Enrichment" (USE) 2015**

The College of Liberal Arts and Sciences (CLAS) and the Office of Knowledge Enterprise Development (OKED) partnered again to invest at least $110,000 to encourage undergraduate research with CLAS faculty. Faculty who wish to pay an undergraduate student ***and do not have funding for the undergraduate***, may apply for funding. The goal is to encourage faculty-undergraduate research experiences and facilitate the research enterprise.

Eligibility
➢ CLAS faculty who currently mentor undergraduate students in their research or scholarship are eligible to apply.
➢ The undergraduate currently works with the faculty on research/scholarship in order to recognize and invest in faculty who currently mentor undergraduates in research/scholarship.
➢ Both faculty and undergraduate must be around during the summer in order to facilitate the faculty-undergraduate mentorship.
➢ The undergraduate must be enrolled as a full-time student in the fall semester because the goal is that the paid funding of a continuing undergraduate student will potentially enable the research/scholarship activities to continue into the fall, albeit on a volunteer basis thereafter.
➢ Faculty members are permitted funding for one currently mentored undergraduate student.
➢ Sponsored research funding is not necessary.

To Apply: Submit no more than a one page document that includes the following:
➢ CLAS faculty member should submit the following information via email to Katie Schilling (Katherine.Schilling@asu.edu):
  • For the faculty, please list: 1) Faculty member name, 2) contact information (phone, email), 3) CLAS unit, and 4) confirmation that the faculty will be physically present during the majority of the summer to mentor the undergraduate.
  • Note: for faculty in the Natural Sciences, the faculty must be a PI or a co-PI with an active research grant, a pending proposal, or have submitted a proposal in the current fiscal year. Please include the research grant name or the recent proposal(s) name and funding agency.
  • For the undergraduate, please list: 1) Name of one undergraduate student, 2) major (does not have to be in CLAS), 3) ASU ID, 4) confirmation that the undergraduate currently works with the faculty, and 5) confirmation that the undergraduate will be enrolled full time in the fall 2015 semester and is not currently otherwise funded for the research work.
  • Name of project or please name the sponsored project and agency if grant funded.
  • One paragraph brief summary that includes: 1) the description of the work that the undergraduate will be involved with, 2) the undergraduate's role on the project, and 3) the expected outcomes (future grant proposal, conference presentation, research article, etc.).
  • Past USE Awardees must also include scholarship and/or sponsored project outcomes to show how the investment benefitted the undergraduate and the faculty scholarship.
  • Applications that are incomplete or fail to address the key points listed will be disqualified.
  • Awardees will be polled to determine the potential positive outcomes of this program. Please feel free to follow up with any other outcomes that you feel worthy of sharing.

Deadline and additional information

➢ *Applications will be accepted until 4 PM on April 17, 2015* or until the funds are exhausted.
➢ If eligibility is met, funds will be distributed across divisions and units within CLAS as available until funds are exhausted.
➢ Priorities for awards might depend upon the number of requests and the number of requests from faculty who have not previously received USE investment.
➢ Awards will be funded from RID accounts and so the money must be transferred to similar types of accounts in the units.

Undergraduate Stipend

➢ Undergraduates will be paid at minimum, $10/hour for up to 20 hours/week for three months over the 2015 summer. The actual hourly wage will depend upon the number of requests.
➢ After all requests are in, funds will be distributed to each unit to manage before the end of April 2015. The first summer pay period begins May 18, 2015.