Life Sciences Undergraduate Research Opportunity Program (LS UROP)

Summer 2019 and 2019-20 Academic Year
Faculty Mentor Information and Form

Thank you for agreeing to serve as a faculty mentor to your LS UROP applicant. Please read the following information and fill out the form below to turn in with your recommendation letter.

A number of updates and clarifications have been made to the Life Sciences Undergraduate Research Opportunity Program and faculty mentors should familiarize themselves with these updates.

Funding Limitations: In order to support research opportunities for the most students, we are limiting the amount of LS UROP funding awarded to an individual student. Beginning this year, students will not receive LS UROP support for more than one summer and one academic year. Therefore students may apply in February for the upcoming summer and following academic year (ie, Summer 2019 and Academic Year 2019-2020). Or they may apply in February 2019 for the upcoming academic year (2019-2020); and then submit a new application in February 2020 to be considered for the Summer of 2020. Students will not be funded for two summers, nor for two academic years.

Students may still apply *only* for funding in the summer or only for funding during the academic year. If a student is not applying for Summer funding, they should indicate their **alternate summer plans on the space provided on their application.**

Guidelines on the number of student applicants working with a faculty mentor: There is no limitation on the number of students that may apply to work with a faculty mentor each year; however, the review committee will seek to include as many faculty mentors with LS UROP-funded students, as is reasonable, in each funding cycle. There may be exceptional cases in which the committee will consider funding two students with the same faculty mentor, based on the quality of the student applications.

Ranking student applicants: If a faculty member has more than one mentee student applying through LS UROP, the faculty member **must** rank the students for the committee to take into consideration when reviewing applications. If a faculty member does not rank their applicants, those students will be removed from the application pool. This is information that the committee finds valuable; however, it is only one piece of information taken into consideration during the review process. Faculty will rank their mentees on the required Mentor Information Form that will be turned in with their letter(s) of recommendation. Faculty may elaborate on their rankings in the text of their letters of recommendation for their mentees.

Faculty who are providing letters of recommendation for students who are NOT their research mentees do not need to rank those students.

Things to include in your letter of recommendation:
- How long and in what capacity has the student been working with you
- Your perception of their academic/scientific potential
- How the student will contribute to the project
- The range of educational opportunities in your laboratory/team setting
- Who will be supervising the student on a day to day basis
- The value-added to the student if he/she was to receive LS UROP funding
- The student's level of contribution to their project proposal

All mentors are required to complete the Faculty Mentor Information form and return it with their letter of recommendation by **Monday, February 18, 2019 at 2 p.m.** Applications will not be reviewed without the Faculty Mentor Information Form. Forms and letters may be **emailed to ugr@missouri.edu** with "LS UROP Mentor Letter and Form" in the subject line.

LS UROP Faculty Mentor Information Form

Undergraduate Research
University of Missouri

General Information

Mentor's Name: _____   Department: _____

Mentor's E-Mail: _____

Laboratory Address: _____

Mailing Address: _____

Name of Student Applicant: _____   Applying for: ☐ Summer 2019 only
☐ Academic Year 2019-20 only
☐ Both Summer 2019 and Academic Year 2019-20

Recommendation Letter Reminders

Please confirm (with your initials) that in your letter of recommendation, you have:

____ described the educational climate that the student will work in and who will supervise the student.

____ described what the student will do (and be responsible for) over the course of their research experience.

____ indicated all prior funding this student has received to work in my lab (so that the committee may have a clearer understanding about the length and intensity of the student's experience thus far).

____ described any attempts to secure additional funding for the student, especially if the student has already participated in another formal program at MU.

____ described the educational value for and anticipated research outcomes from the student's work on the project, should he/she receive LS UROP funding.

Level of Student Involvement & Independence

*Please indicate the extent to which the student was involved in **developing the project idea**.*
____ **Insignificant:** The student did not provide input and/or the student is too new to the lab.
____ **Limited:** The student and mentor shared brief discussions; however, the student did not contribute much to the project idea.
____ **Moderate:** Student read research literature and provided some ideas and modifications that enhanced the project idea.
____ **Considerable:** Student provided considerable input into the evolving direction of the final project plans. Idea was proposed to the student and student developed much of the plan.
____ **Extensive:** Project idea was largely the student's own intellectual idea based on the literature or prior experience.

*Please indicate the extent to which the student was involved in **developing/writing the project proposal**.*
____ **Insignificant:** The student made minor tweaks to existing text and/or mentor/lab mates provided significant editing and feedback to the proposal.
____ **Limited:** The student prepared an initial outline/draft that needed significant assistance and learning during the writing process. Proposal writing was a collaboration with the student and mentor and learning experience for the student.
____ **Moderate:** Student prepared a first draft for feedback, and made several revisions/drafts before the final proposal was submitted. Student learned from the feedback and the final content of the proposal was written by the student.
____ **Considerable:** Student wrote a strong draft of the project proposal independently prior to receiving input/feedback from the mentor and/or lab mates. Some revision required; however, initial proposal had many strengths.
____ **Extensive:** Student wrote the project proposal independently. Mentor only provided very minor suggestions/edits.

Multiple Student Applicants

In the event you have multiple student applicants, you **MUST** rank the students applying as your mentees for LS UROP funding. **If a mentor does not provide these rankings for his/her mentees, all of their mentees will be removed from the application pool**. Please fill out this form for each student applicant (rankings should be the same on each form submitted for your students).

____ I only have one student applying to work with me.   Student Name: _____

____ I have _____ students applying for LS UROP funding to work with me. They are ranked below:

1._____   2._____   3._____

4._____   5._____   (Please do NOT indicate ties between your mentees.)

Faculty Mentor Signature: _____   **Date:** _____