Dear Faculty Member,

Thank you for your interest in the Emerging Scholars program! The Emerging Scholars program, run by the Center for Women and Work, is a year-long research partnership between a faculty member and a junior or senior undergraduate student. This is an exciting opportunity for you to get material support for your research while developing a meaningful mentoring relationship with a student. Below, you will find detailed descriptions of the expectations for participation in the Emerging Scholars program. After reviewing these expectations, please fill out the application that follows and submit it to the Center for Women & Work at cww@uml.edu by Monday, February 22nd, 2016 to have your project considered for inclusion in the program.

Expectations of the Emerging Scholars Program

This experience will pose important responsibilities for both the students and professors. Beyond compatibility, student-faculty partnerships with the most success are those capable of meeting the expectations of the program.

Expectations of Emerging Scholars Faculty Mentors

1. **Serve as a mentor for the student, which involves the following duties/tasks:**
   - Create a specific partnership contract
   - Meet with student weekly at a regular time
   - Provide clear communication of tasks for students to work on
   - Communicate with student about support needed
   - Respond to student communication promptly and clearly
   - Keep student logs up to date and go over with students at each meeting

2. **Actively participate in Emerging Scholars community, which involves the following duties/tasks:**
   - Attend Emerging Scholars orientation
   - Meet monthly with other Emerging Scholars faculty
   - Communicate any concerns to Faculty co-Directors
   - Respond to emails from Program Coordinator and Faculty co-Directors within a reasonable time frame (48 hours)
   - Participate in evaluation in December and May
   - Participate in Undergraduate Research Symposium in Spring
   - Attend mid-year Emerging Scholars symposium in December
   - Attend end-of-the-year celebration in May

3. **Contribute to professional development of the Emerging Scholars, which involves the following duties/tasks:**
   - Consider student co-authorship on publications if appropriate
   - Consider opportunities for students presenting at conferences
   - Help organize and lead workshops on graduate school, research methods, writing, etc.
Expectations of Student Emerging Scholars

1. **Engage in your research partnership, which involves the following duties/task**
   - Create specific partnership contract
   - Work on research project 125 hours each semester (about 9 hours a week)
   - Meet with faculty mentor at least one hour a week at a regular time
   - Communicate with faculty member to clarify project tasks
   - Clearly communicate when support is needed
   - Execute tasks as assigned by faculty member
   - Keep student logs up to date and review with faculty mentor at weekly meetings
   - Respond to faculty emails promptly and professionally
   - Communicate any concerns regarding your partnership to the Program Coordinator

2. **Actively participate in Emerging Scholars community, which involves the following duties/tasks**
   - Attend orientation for Emerging Scholars program
   - Attend monthly meetings of Emerging Scholars students
   - Participate in evaluations in December and May
   - Present poster at mid-year symposium in December
   - Participate in Undergraduate Research Symposium in Spring
   - Attend end of the year celebration in May
   - Respond to emails from Program Coordinator and Faculty co-Directors within a reasonable time frame (48 hours)

3. **Engage in professional development opportunities, which involves the following duties/tasks**
   - Consult with your faculty mentor about possibilities for conference presentations and co-authorship
   - Permission must be granted by a faculty mentor if students want to use project data outside of the Emerging Scholars program (i.e. for a class)
   - Participate in additional training opportunities
   - Let Program Coordinator know of any needed support (graduate school questions, specific training needs, etc.)

Please remember to take all of these expectations into consideration for your applications!
University of Massachusetts Lowell
Center for Women and Work - Emerging Scholars Program
Faculty Application
2016-2017 Academic Year

Please type all responses on a separate sheet of paper and email your application to cww@uml.edu by February 22nd, 2016.

Personal Information:
1. Name
2. Department
3. Email Address
4. Phone Number

Project Information:
1. Please describe your interest in the Emerging Scholars program and explain your relevant experience mentoring undergraduate students.

2. In a paragraph or two, please briefly describe your research project and the role of a potential Emerging Scholar. The collaboration with an Emerging Scholar is tied to a specific project rather than more general assistance with your overall research agenda.

If your project is selected, this description will be publicized in materials for student recruitment. Please take care to craft the description appropriately for public dissemination and address the following: (a) Title of research project (b) Description of research project, including relevance, major questions to be addressed, and general methodological approach (c) Identification of possible tasks for student involvement over the 2016-2017 academic year and skills desired in a student partner.

3. Please list in more detail some of the tasks you may imagine assigning to your student partner and the skills your partner would need to bring to the project. Be as specific as possible.

4. Please add anything else you would like us to know.

Please direct any additional questions to Mignon Duffy at mignon_duffy@uml.edu.