

## **STUDENTS PARTNERING WITH FACULTY SUMMER RESEARCH PROGRAM (SPF) - PROGRAM DESCRIPTION AND GUIDELINES**

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### **I. BACKGROUND**

The Students Partnering with Faculty (SpF) Summer Research Program is a competitive program that was developed in 2004 to support and advance student and faculty research, scholarship, and creative work at Kean University. Full-time tenured and tenure-track faculty may submit proposals, in collaboration with undergraduate or masters-level graduate students, to attain funding toward a specific student-faculty research project. The Students Partnering with Faculty Summer Research Program is sponsored by the Office of the President and administered through the Office of Research and Sponsored Programs.

### **II. ELIGIBILITY, APPLICATION AND PROCEDURES**

1. All full-time tenured and tenure-track faculty are eligible to apply
2. All students currently enrolled as undergraduate or masters-level graduate students and who will be enrolled at Kean during the fall semester following the award in an undergraduate or masters-level graduate program are eligible to participate.
3. A minimum of two students and a maximum of three students per team are allowed to apply.
4. The award period is May 1 to April 30. The project must begin by June 15 of the award year. The project must consist of a minimum of 6 weeks of research during the summer and should be continued during the academic year.
5. The summer research project should be different from research done in fulfillment of a requirement of the student's academic program and cannot be used to earn academic credit.
6. Student researchers receive \$3,500 stipends each (no fewer than two, no more than three students per faculty researcher).
7. Faculty research mentors receive a \$3,500 stipend. Two faculty may apply as co-mentors, sharing the stipend.
8. A maximum amount of \$2,000 in materials to support the student-faculty project may be awarded, based on the budget submitted with the proposal.
9. All items purchased must use the Kean University purchasing system. There will be no reimbursement for items purchased in any other way.
10. All funds awarded must be used by the award end date of April 30 of the ensuing year. No carryover funds will be allowed.
11. A progress report must be submitted to ORSP by August 31 of the year of application and a presentation of the material will be expected during University Research Days the following spring. A final report must be submitted within one month of the award end date.

### **III. REVIEW CRITERIA**

Proposals are reviewed by a university-wide committee of past SpF recipients and faculty who are active student research mentors using the following criteria:

- Project design and timeline
- Likelihood of the project leading to a regional/national presentation, publication or exhibit
- Nature and frequency of interaction between students and faculty during summer
- Nature and frequency of activity supported for coming academic year
- Prospect for advancement (both for students and for faculty member)

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Additionally, the committee considers the originality of the project, potential for contribution to the discipline, or applicability to a community need. The record of the faculty researcher and undergraduate research supervision experience is also an element in the review.

### **IV. NOTICE OF AWARD**

The President's office will announce awards on the date established by the calendar for that year. All administrative procedures will be coordinated by the Office of Research and Sponsored Programs on behalf of the Office of the President. SpF funded projects must comply with all University policies and procedures including purchasing, travel authorization requests, and hiring of student research assistants.