



COLLEGE OF
**EDUCATION AND
HUMAN SCIENCES**

Undergraduate Research Mentor Award

The purpose of the College's Undergraduate Research Mentor Award is to recognize faculty members for exceptional performance as research mentors for undergraduate students.

This award was developed to advance the purposes of the undergraduate research community. Research experience enhances undergraduates' educational experiences by helping students choose a career path, improve their likelihood of workforce success, and decide on graduate school. The college's Undergraduate Research Mentor Award is intended to advance undergraduate student development and support the university's undergraduate research agenda. Award recipients will be recognized for their contributions in developing the next generation of scholars.

Award Details

The recipient will receive \$500 in professional development funds and a plaque with their name engraved on it. The plaque will be presented during the college's spring awards ceremony. The college's award recipient will become the college nominee for the national Board on Human Sciences' Undergraduate Research Mentor Award.

Eligibility

- Tenured and tenure-track faculty members who have been employed at Oklahoma State University for at least three (3) years are eligible for the Undergraduate Research Mentor Award; research faculty are also eligible for this award.
- Each department/school is eligible to nominate two persons for this award.
- Former recipients of the Undergraduate Research Mentor Award are ineligible for this award.

Evaluation Criteria

The criteria for this award are based on criteria adapted from the national Board on Human Sciences' Undergraduate Research Mentor Award. (The college's award recipient will become the college nominee for the national Board on Human Sciences' Undergraduate Research Mentor Award.) Reviewers will focus on the faculty member's mentoring; reviewers will not attempt to judge the quality of student work, which may be included in the nomination dossier.

In the application letter, the applicant may wish to include the following:

- A list of students whom the faculty member has mentored, project type, mentorship date(s), and method of dissemination.
- A statement about stimulating continued student interest in doing research (e.g., through additional undergraduate experiences or graduate program research).

Preference will be given to mentors who move students toward disseminating findings (e.g., presenting, publishing, exhibiting in juried competitions, etc.).

Nomination Period

The nomination period begins on October 1. All nominations must be submitted **by 11:59 p.m., November 15**. The award recipient will be notified during the spring semester, and the award recipient will be announced later in the spring semester.

Nomination Procedure

OSU-research opportunities and activities in which undergraduates may be engaged include

- Freshman Research Scholars program
- Wentz research projects
- Niblack Research Scholars program
- Honors thesis projects (not Honors contract projects)
- Participation and presentation at the OSU Research Symposium
- Participation and Presentation in other college- or university-level symposia
- Delivering a peer-reviewed conference presentation
- Publishing a paper in a peer-reviewed journal, etc.

Each school/department shall implement its own procedure for identifying qualified applicants. Following a review of potential candidates, each school/department will nominate no more than two candidates for the college's Undergraduate Research Mentor Award.

Complete the online nomination form [here](#). The nomination dossier for this award will be submitted electronically as a single PDF document* that includes:

1. Application letter (2 pages or less) detailing the candidate's work that advances the research competencies of undergraduate students
2. Nominee's curriculum vita
3. Up to three examples of undergraduate student work completed under the nominee's guidance
4. A letter of support from the school/department head

*Please use the following file name convention for the single PDF document:

"Nominee's Last Name_Department_URMA.pdf".

The college's Faculty Development and Research Committee (FDRC) serves as the college review and selection committee and typically requires that nominations be submitted by mid-November. The FDRC makes a recommendation for the award recipient to the Dean early in the spring semester.