

**UH 305, McNair Scholars Research Internship
Seminar component, Summer, 2010**

Tuesdays, 1:00 – 3:00 a.m., 317 Lloyd Hall

June 1 – July 27, 2010 (seminar), July 30th (rehearsal), U C Berkeley August 4 - 9, 2010 (conference)

Instructor: Nancy Campbell, Ph.D., Director, McNair Scholars Program

- 348-0580, 305 Lloyd Hall, nancy.campbell@ua.edu
- Messages may be left with McNair Program Assistant, Stephanie Hicks, 348-0572, 303 Lloyd Hall, stephanie.hicks@ua.edu

Graduate Assistant Mentors: Meet at least bi-weekly, for at least four sessions, with your GA

- Keisha Wilson, 309 Lloyd Hall, knwilson@crimson.ua.edu, 348-0575
- Raven Bennett, 304 Lloyd Hall, rmbennett@crimson.ua.edu, 348-0576

Graduate Assistant Writing Resource:

- Tracey Gholston, tmgholston@crimson.ua.edu, 304 Lloyd Hall, 348-0576

UH 305 Course Description: Working closely with a mentor in their discipline, students design and conduct their own research project. The research proposal, which includes a detailed description of the methodology, must be approved by the student's mentor and the manager of the McNair Scholars Program. 2 credit hours.

Prerequisite: NEW 223 and status as UA McNair Scholar

Seminar Goal/Objectives: The seminar helps McNair Scholars prepare for presentation of their research projects, in writing and orally, and for application to graduate school. At the end of the seminar and internship, students will be able to:

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| -Conduct research under supervision | -Write a statement of purpose for graduate school applications |
| -Write a research article abstract | -Develop a curriculum vitae (CV) |
| -Develop and deliver orally
a research presentation | -Demonstrate improvement on practice entrance exams (if enrolled in a
Kaplan review course) |
| -Write a draft of a research report | -Identify at least three graduate programs of interest |

Text: Leedy, P. D., & Ormrod, J. E. (2005). Practical research: Planning and design (8th ed.). Upper Saddle River, NJ: Pearson Merrill Prentice Hall. **See especially pages 289-290 and chapter 12.**

Requirements:

1. Devote at least 300 hours to the research internship and seminar-related activities (not including the Berkeley trip): at least 200 hours must be directly related to your research and research report; the remaining hours may include seminar time, Kaplan review course and homework/practice hours, participation in UA's GTA workshop (see schedule below), time spent researching graduate programs, and time devoted to preparing materials for graduate school applications.
2. Document your time and activities by submitting Weekly Activity Reports and internship Time Logs each Monday, by email.
3. Participate regularly in the UH 305 seminar (except **excused** absences).
4. Participate in the McNair Scholars research conference at the University of California, Berkeley, August 4-9, 2010
5. Submit the following according to the due dates shown on the course schedule below, or earlier:
 - Curriculum Vitae (CV)—at least two drafts
 - Statement of purpose (SOP) for graduate application—at least two drafts
 - Graduate school application checklists for at least three programs, preferably 5 – 10
 - Research report, complete as possible (including introduction with relevant literature review, methodology, results, and analysis/discussion), written in appropriate style for discipline and conforming to McNair house style
6. Complete a Kaplan review course (unless already completed—or deferred, with approval of McNair Director).
7. Maintain status as McNair Scholar throughout the internship.

Grading Criteria:

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| (1) | 65% | Research activities and research report (with Faculty Mentor approval) |
| (2) | 10% | Presentation of research/participation at Berkeley McNair Scholars research conference |
| (3) | 10% | Participation in UH 305 seminar |
| (4) | 10% | CV, statement of purpose, and graduate school checklists |
| (5) | 5% | Complete Kaplan review course for GRE or other entrance examination (if applicable) |

Other Course Policies:

Make-up Policy: The instructor will work with students to accommodate legitimate needs for flexibility in completing work. Scholars are, of course, expected to be responsible, e.g., by contacting the instructor immediately in case of any problems completing requirements and by providing, if needed, any documentation of illness or other relevant extenuating circumstances. Specific arrangements will be made case-by-case, depending upon circumstances and the nature of any missed work.

Policy on Academic Misconduct: The UA Misconduct Disciplinary Policy will be followed in the event of suspected academic misconduct. For more information, see <http://facultysenate.ua.edu/handbook/append-c.html>. All acts of dishonesty in any work constitute *academic misconduct*.

Conduct and Respect: Students' behavior is governed by the UA Code of Student Conduct. Moreover, the McNair Scholars Program not only respects but actively supports diversity among members of the academic community, which enriches intellectual and personal experiences for all. The instructor and Scholars will act with integrity and strive to engage in equitable verbal and nonverbal behavior with respect to differences arising from age, gender, race, ethnicity, physical ability, sexual orientation and identity, religious preferences, and other differences among us.

Accommodations for Students with Disabilities: The University is committed to making programs and services accessible to individuals with disabilities and seeks to be responsive to the needs of qualified students with disabilities. Students who may have special needs because of a disability or chronic illness are invited to contact the Office of Disability Services at 348-5036. Students with disabilities who are in need of accommodations relative to class attendance/arrival, course requirements, or related aspects of performance are asked to initiate such requests with the instructor prior to their anticipated need. Such requests will be accommodated within constraints of fairness and timeliness with regard for all other students enrolled in the course.

Planning Ahead: Important Events and Dates

Possible cultural activities for summer	To be discussed with class
Graduate Teaching Assistant workshop	August 12-13, Bryant Conference Center (optional, recommended)
Fall semester, NEW 223	Class meeting time, place TBA
UA 11 th Annual Research Conference	October date TBA (give oral presentation)
Publication, <i>UA McNair Journal</i> , Volume 11	Spring 2011
McNair Scholars Honors Convocation	April 2011 (date, time, place TBA)
UA Undergraduate Research & Creative Activity Conf.	Spring 2011 (give poster presentation)

UH 305, Seminar Schedule

Dates	Topics/Presenter	In advance of class meetings:	What else is due when:	Outside seminar, see Graduate Mentor, Dr. C., others as needed:	Also note:
Note: By noon every Monday, email your GA your Weekly Activity Report and time log for the previous week.					
Tues., June 1	Orientation to Internship and Conference; Preparing Cards and Abstracts	Read pp. 289-290 in text	No later than 6-3-10: 200-300 word abstract for Berkeley	Ongoing: Revise research proposal into draft of research report; use feedback from faculty and McNair staff; see chpt. 12 in text and handout on McNair "house style"	Ms. Hicks will submit abstracts to Berkeley after approved by Dr. C.; GAs are available as readers for all writing assignments
Tues., June 8	Maximizing Your Internship: Time and Stress Management; maybe a Scholar panel	Prepare a daily summer schedule for your use, not to turn in	By 6-8-10, send Ms. Hicks design and info for business card	Ask McNair staff for assistance as needed with writing; ask faculty for advice in selecting graduate programs; ask McNair staff to assist also, esp. researching graduate programs; check CVs of faculty at the programs, contact as relevant	Ms. Hicks will submit orders for business cards after content is approved by Dr. C
Tues., June 15	Graduate School Options and Applications; Drs. Natalie Adams and Carl Williams, UA Graduate School	Discuss graduate program options with faculty in your area and begin/continue researching graduate faculty and programs online	By 6-25-08, send Dr. C. checklists for at least 3 graduate programs of interest	Continue preparing research report and researching graduate programs throughout the summer; also ongoing: study for GRE and/or other entrance exam	MSP can help finance a visit to a graduate program, once you've identified a top choice and established contact with faculty in the program. Consult with Dr. C. and complete a Travel Funds Request at least a month in advance of anticipated travel.
Tues., June 22	Preparing Graduate School Applications: The Statement of Purpose (SOP); Mary Lowrey	Jot down ideas about your goals & why you want to pursue a particular graduate degree & why a particular program	No later than 6-30-10: First draft of SOP due to Dr. C. and GA	See Asher's book <i>Graduate Admissions Essays</i> for samples; see other library resources; seek feedback on SOP from several readers, including faculty in your area	Writing SOPs is an iterative process. Start early!

Dates	Topics/Presenter	In advance of class meetings:	What else is due when:	Outside seminar, see Graduate Mentor, Dr. C., others as needed:	Also note:
Tues., June 29	Preparing the CV; Mary Lowrey	Bring resume or draft of CV to class.	By 7-6-10: First draft of CV due	See GA for examples of CVs; also see resources in McNair library.	UA's Career Center is an excellent resource for additional assistance.
Tues., July 6	Planning for the GRE; Funding for Graduate School; PowerPoint Tips	Make plans to register for grad school entrance exam--and prepare	n/a— Instructor can monitor Kaplan online	Seniors: Schedule date for entrance exam (see Dr. C. re: possible ETS discount); schedule Kaplan review course if not already registered	Register online, take most exams at UA's Testing Services, 205 SSC, 348-6760; see also CTL flyers, lab info
NOTE: Deadline for online submission of final version of PowerPoint for Berkeley presentation is July 19, 2010 at noon Pacific time (10:00 Central). Submit final draft of PowerPoint to Dr. C. for review on July 15, 2010; she will return it by July 16; submit online over weekend.					
Tues., July 13	Why Pursue the Doctorate?; Faculty panel; review PowerPts	Bring questions about graduate study and careers for the panel	Send UCB PowerPoint to Dr. C. by 7/15 for her review	Prepare, with Faculty Mentor, PowerPoint and presentation for Berkeley conference. Continue your research, writing, Kaplan class, etc.	Use Faculty Mentor and other professors in your field as resources for planning for an academic or research career.
Tues., July 20	Effective Oral Presentations; Dr. Mark Nelson	Bring questions about oral presentations to class.	By 7-23-10: Second drafts of SOP, CV	Practice oral presentation with GA between 7/19- 7/29; continue work on research report.	The two secrets to effective presentations: (1) be well prepared and (2) practice, practice, practice!!
Tues., July 27	Polishing Your Oral Presentation; speaker TBA	Bring questions about oral presentations to class.	---	Polish presentation for Berkeley; practice with GA between 7/19- 7/29; continue work on research report.	The two secrets to effective presentations: (1) be well prepared (plan, master your material) and (2) practice, practice, practice!!
Fri., July 30 (see all-day itinerary)	Birmingham Museum of Art and Rehearsal for Berkeley Conference	Bring flash drive with PowerPoint and 15 copies of handouts.	Research report is due no later than August 4, 2010.	Continue practicing with GA as needed, including viewing self on videotape. McNair staff are available before and during travel for practice and assistance as needed.	Research report is due no later than August 4, 2010. Provide it to Faculty Mentor well in advance of this, for his/her review, before submitting.
Before leaving for Berkeley: Submit research report; for conference, take presentation on flash drive and at least 25 copies of handouts					
August 12-13, Bryant Conf. Center	GTA Workshop; Dr. John Schmitt, coordinator	RSVP—important to confirm participation	n/a	Optional but invaluable experience; open only to GTAs & McNair Scholars. Also see GTA Workshop sessions online, http://graduate.ua.edu/	

