**QUIP-RS**

***Quinnipiac University Interdisciplinary Program***

***for Research and Scholarship***

## APPLICATION COVER PAGE

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ University Rank \_\_\_\_\_\_\_\_\_\_\_\_\_(Fr, So, Ju)

Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Mentor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department/School \_\_\_\_\_\_\_\_\_\_\_

Faculty Mentor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (if more than one mentor)

Title of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will the proposed project involve the participation of animals? Y or N

Will the proposed project involve the participation of humans? Y or N

**APPLICATION CHECKLIST:**

 THIS COVER PAGE

 SIGNED STUDENT AND FACULTY AFFIDAVITS

 PROJECT NARRATIVE

 TWO LETTERS OF RECOMMENDATION (submitted separately by faculty)

 Academic transcript

 HUMAN OR ANIMAL SUBJECTS APPROVAL (if applicable)

 PROOF OF ELIGIBILITY TO WORK FROM HUMAN RESOURCES (only if applicable; see #2 under Requirements of the Student Fellow in the Student Fellow Affidavit)

**Application to QUIP-RS Program**

**Student Fellow Affidavit**

**REQUIREMENTS OF STUDENT FELLOW:**

1. Be a current, full-time undergraduate (**freshman, sophomore, or junior**) in good standing at QU and **not** be otherwise employed or enrolled in courses during the daytime portion of this program. **This is a full-time, 40 hr/week research position.**
2. Students must be a citizen of the United States or provide proof from the Quinnipiac University Human Resources Office that they are legally allowed to work for the University. If not a U.S. citizen, such documentation must be submitted with this application.
3. Be available for full-time summer employment for eight weeks, beginning the first day of Summer Session I, including required attendance at weekly seminars/meetings. Interdisciplinary discussion and interaction among students and faculty is a hallmark of QUIP-RS, and students are expected to not only attend, but to come prepared to actively engage in these weekly group discussions.
4. Students must be available and prepared to give an oral presentation on their proposed study the first week of the program, and a final oral presentation on their accomplishments in the final week of the summer program.
5. Students must develop a poster of their completed work and present that poster at a QUIP-RS fall symposium (late September/early October). An electronic report of their completed work must also be submitted on that date (late September/early October).
6. Student must make efforts to present their work at a regional or national scientific meeting within a year following their fellowship.
7. Students must be willing and available to talk with current or potential Quinnipiac students during recruiting events held at Quinnipiac University within the year following their fellowship.
8. Student investigators must follow guidelines for ethical and responsible conduct of research.

I have read and understand the requirements of QUIP-RS Student Fellow Affidavit and I agree to abide by them.

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_

**Application to QUIP-RS Program**

**Faculty Mentor Affidavit**

**Requirements of the Faculty Mentor:**

1. Be a current full-time or part-time faculty member at Quinnipiac University.
2. Submit a letter of commitment with the student’s application signifying that you have agreed to serve as a mentor, and agree to help your student meet the requirements of their fellowship. (This letter can be expanded to represent a letter of recommendation for the student).
3. Be available on campus on a regular, full time basis during the research program (during the 8-week program) for student supervision and mentoring, and **attend all weekly on-campus meetings and seminars**. Interdisciplinary discussion and interaction among students and faculty is a hallmark of QUIP-RS, and faculty are expected to not only attend, but to actively engage in these weekly group discussions. Lack of attendance to these meetings will preclude faculty from being considered as mentors for future QUIP-RS programs.
4. Ensure that the student fellow successfully completes a) an oral presentation of their proposed research (first week of the program), b) an oral presentation of their completed research (last week of the program), c) a poster presentation of their completed research (late September/early October), and d) an electronic research report of their completed research (late September/early October).
5. Be responsible and take seriously the cultivation of the student’s research thinking and assist in the preparation of student’s presentations.
6. Agree to sponsor no more than one project per QUIP-RS session.
7. Mentor investigators must follow guidelines for ethical and responsible conduct of research.

I have read and understand the requirements of QUIP-RS Summer Program Faculty Mentor Requirements, and I agree to fulfill them.

Faculty signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_

CALL FOR APPLICATIONS

## *QUIP-RS*

*Quinnipiac University Interdisciplinary Program*

*for Research & Scholarship*

**Eight–Week Summer Program**

**PROGRAM DATES: May 17, 2021 to July 9, 2021**

**APPLICATIONS DUE: March 30, 2021 (by 4pm)**

**NOTIFICATION: April 15, 2021**

**TO FIND OUT MORE:**

QUIP-RS Committee:

Dr. Alexandre de Lencastre, CAS ([Alexandre.deLencastre@quinnipiac.edu](mailto:Alexandre.deLencastre@quinnipiac.edu))

Dr. Katie Place, SOC ([Katie.Place@quinnipiac.edu](mailto:Katie.Place@quinnipiac.edu))

Dr. Kim DiGiovanni, SOE ([Kimberly.DiGiovannii@quinnipiac.edu](mailto:Kimberly.DiGiovannii@quinnipiac.edu))

Dr. Tilottama Ghosh-Chowdhury, SOB ([Tilottama.GhoshChowdhury@quinnipiac.edu](mailto:Tilottama.GhoshChowdhury@quinnipiac.edu))

Dr. Christian Eggers, SHS ([Christian.Eggers@quinnipiac.edu](mailto:Christian.Eggers@quinnipiac.edu))

**OVERALL PURPOSE OF THE PROGRAM:**

To provide “hands on” training in research methodology alongside an experienced faculty member that will lead to an independent study on a research topic. This training will help define inductive and deductive reasoning skills, leading to independent thinking and the ability to a) recognize problems, b) ask the “right” questions, c) make the abstract concrete, d) generate possible solutions, e) recognize possible flaws in each solution, f) determine the best solutions through analysis of relevant variables, g) develop creativity skills in their discipline and h) consider the moral and ethical concerns of the research topic. The research experience is coupled with a high degree of interaction between all faculty and student participants, creating a rich interdisciplinary venue that brings focus to the meaning of being a lifelong scholar.

**FELLOWSHIP STIPEND: $4000 + 50% on-campus housing allowance**

Funds for incidentals (SUPPLIES, ATTENDING CONFERENCES, ETC): Up to $1000

**Application Procedures and Requirements of the Student Fellow:**

The QUIP-RS is an immersive, 8-week research and creative experience where you will work closely with your faculty mentor on a specific research project or creative endeavor. It is a full-time, 40 hours/week, daytime program which allows you to develop your scholarly skills. However, QUIP-RS is much more. In addition to working long hours and intensely on your project, you will meet weekly with other QUIP-RS fellows and faculty mentors, sharing your successes and failures, and discussing as an interdisciplinary team what it means to be a university scholar.

Students engaged in international research can apply, as long as they are present for the first two weeks and last two weeks of the program. During the intermediate weeks, while data is being collected, students and mentors must still commit to attending the weekly meetings via Skype or other video technology. Obviously, students are still expected to spend 40 hours/week on their research while overseas. You cannot work fewer hours while overseas and make up the hours upon return to QU.

QUIP-RS participation requires a competitive application, so please pay close attention to the application procedures and expectations/requirements. ***\*\*\*A list of review criteria used by the QUIP-RS committee is included on page 3. Please keep use these criteria when developing your application.***

1. Design a project (with a faculty mentor) that can be accomplished within the research period. The faculty mentor working with the student must be available during the entire 8 week research period as well. The proposal must be a collaborative effort shared by the student and faculty mentor.
2. Submit a completed application, as a **single pdf document** to Dr. Katie Place ([Katie.Place@quinnipiac.edu](mailto:Katie.Place@quinnipiac.edu)), with filename: **lastname.initial-QUIP-RS-2021.pdf**. This document must include all of the following sections:

a. Application Cover Page, the Student Affidavit and Academic Transcript and the Faculty Affidavit.

b. Create a narrative describing your project (all pages double spaced), which **must** include:

* + Section 1: Specific aims of the study/project, with hypothesis if appropriate (1 page limit)
  + Section 2: Background to the study/project, with primary references (2 page limit)
  + Section 3: Proposed methods and procedures to meet the specific aims (1 page limit)
  + Section 4: Verification that the study/project can be accomplished with existing equipment/supplies or supplies purchased with fellowship funds (0.5 page limit)
  + Section 5: Detailed, itemized budget for supplementary supplies/equipment (if needed)
  + Section 6: Estimated Timetable for Research progress (1 page limit)
  + Section 7: If you have applied to the QUIP-RS program before, indicate what year and describe what changes have been made to the application. (0.5 page limit)

c. If the experimental design involves the use of humans or animals, appropriate written approval must be obtained from the QU Human Experimentation Committee/IRB or Institutional Animal Care and Use Committee, either in proposal form or letter of approval. However, only proposals that have received final approved by these ethics committees will be supported. If your application requires ethics committee approval, scan the proposal or approval letter together with Application Parts a and b, and send entire file to Dr. Katie Place ([Katie.Place@quinnipiac.edu](mailto:Katie.Place@quinnipiac.edu)).

d. Two letters of recommendations from faculty members familiar with the abilities of the student applicant (one must be from your faculty mentor). Faculty will submit their letter of recommendation directly to Dr. Katie Place ([Katie.Place@quinnipiac.edu](mailto:Katie.Place@quinnipiac.edu)), separate from the student’s application. The subject line of letters of recommendations should read **QUIP-RS Reference *Student Name.***

**Incomplete or late applications will not be considered (see checklist on Cover Page).**

**Review Criteria for QUIP-RS Applications**

(not listed in order of priority)

1. Research Potential of the student (GPA, letters of rec., academic level).
2. Submission Guidelines followed?
3. Clarity and Significance of Project Aims (what is it, and why is it important to study?)
4. Clarity, logical flow, and substantiated (referenced or cited) background information.
5. Clarity and application of appropriate methodology to address the project aims.
6. To what degree is the project the student’s? Are they acting more as an assistant or more as an equal partner with the mentor…if published, would the student likely be first author?
7. Feasibility of completing the proposed project within the QUIP-RS summer program.
8. Interdisciplinary “fit” with the program.

9. Demonstrated willingness and availability of mentor to participate in weekly meetings during the program.