

Faculty Mentor Guidelines

The **University of Maryland McNair Scholars Post-Baccalaureate Achievement Program** is a competitive federal national TRIO Program that is designed to prepare eligible participants for doctoral studies through involvement in research and other scholarly activities. The objective of the McNair Scholars Program is to increase the attainment of doctoral/terminal degrees earned by groups who are traditionally underrepresented in graduate education.

Faculty Mentors are central to the McNair Scholars Program structure as they aid in facilitating graduate level research experiences and in developing a scholarly research paper/graduate school writing sample during the McNair Scholars Program Summer Research Institute. Additionally, Faculty Mentors assist McNair Scholars in navigating through undergraduate degree programs, preparing for graduate school, and providing information on careers in academia. The essence of the McNair Scholars Program is to expose scholars to the systematic process of research in general. Outlined below are some general responsibilities of Faculty Mentors.

During the Summer Research Institute¹

1. Provide guidance, assistance, and oversight to mentee to ensure that a maximum of 20 hours-a-week of research is conducted even if research project cannot be completed during the summer (research may be continued and is encouraged to be continued throughout the year). **Graduate Research Assistants may assist in the aforementioned areas and may serve as a co-Faculty/Research Mentor but may not serve as the Mentor of Record. Faculty/Research Mentors must have an earned doctorate and must be experienced in research.**
2. Guide mentee in developing a publishable scholarly research paper or a graduate school application writing sample, and an abstract that may be used in Conference proposals.
3. Provide mentee with feedback in preparation for the Oral Defense of Research Presentation and the Poster Presentation at the end of the Summer Research Institute to include research methodologies, data analyses (if available), etc.
4. Sign-off or authorize designee to sign-off on mentee's Academic Productivity Report to verify that mentee is making satisfactory progress on research.

During the Academic Year

1. Meet with mentee at least once-a-month during academic year to: ensure that mentee is making progress on agreed-upon research (if continued), discuss strategies for graduate school, and discuss issues related to the professoriate.
2. Assist mentee with identifying opportunities and resources to present at professional conferences.
3. Assist with preparing and submitting a paper to an appropriate publisher which may include professional bulletins.
4. Assist mentee with preparing a new or revising existing research proposal prior to the beginning of the McNair Scholars Program Summer Research Institute.
5. Complete evaluation of mentee's overall performance and attitude.

¹ The Summer Research Institute is held during the University's first summer session each year.