



## Faculty and Student Expectations LU-PRISM 2024

**PRISM Dates: May 13 – July 3, 2024**

**Poster session and reception date: July 3, 2024 10:00 a.m.**

### Faculty expectations

Faculty who are selected to participate in the PRISM program as mentors will be paid a stipend of **\$7000 for the 8-week summer program. PRISM 2024 will be an in-person full time program** for faculty and students. Faculty mentors will adhere to the following guidelines:

1. Faculty mentors will serve as the instructor for a one-credit research course in the Spring for their selected student(s). Faculty and student requirements for the research course will comply with the faculty mentor's home department guidelines.
2. Faculty mentors will actively mentor their selected student(s) in person, full time, for the duration of the 8-week program. Faculty mentors and students may work a flexible weekly schedule but must be available for all required PRISM meetings and activities.
3. Faculty mentors will discuss any changes from the scheduled PRISM program meeting times or any changes to the submitted timeline with the PRISM Director in advance of the student selection process, or as soon as possible in the case of extenuating or unexpected circumstances.
4. Faculty mentors are responsible for ensuring the safety of students at all times. All laboratory work is to be carried out in compliance with [Longwood's Environmental Health and Safety Regulations](#), and in compliance with CDC and Virginia Department of Health guidelines.
5. Faculty mentors are responsible for monitoring their student's progress, and will notify the PRISM Director immediately if there are any issues with attendance, completion of requirements, etc.
6. Faculty mentors will not teach face-to-face summer classes or hold other employment while participating in PRISM without prior approval from the PRISM Director.
7. Students and faculty will complete appropriate assessments for the program, as instructed by the PRISM Director.

## Student expectations

Students who are selected to participate in the PRISM program will be paid a stipend of \$3500 (payable in two installments to the student's account). Students in the program will adhere to the following guidelines:

1. Students will enroll in a one-credit research course in the spring semester prior to participation in PRISM, with their PRISM research mentor serving as the instructor. This time should be used for the student/research mentor to collect background literature, learn techniques, plan their summer project, etc. The students should be able to "hit the ground running" at the start of the summer program because most of the background and preparation work will be completed.
2. Students will attend monthly workshops hosted by the PRISM Director in the spring semester to discuss the expectations of the PRISM program, research ethics, laboratory safety, complete necessary paperwork, etc.
3. Students will give a PowerPoint presentation outlining their project and goals for the summer during the Spring Student Showcase for Research and Creative Inquiry on **April 17, 2024**.
4. During the summer, in addition to conducting research with their faculty mentors, students will attend all scheduled professional development sessions covering topics such as applying to graduate school, research ethics, and the peer review and publishing process, as well as any other meetings scheduled by the PRISM director.
5. Students will present their research at a **PRISM poster session at the end of the summer program** and at the following Fall Student Showcase for Research and Creative Inquiry.
6. Students will summarize their research in a final manuscript written in a style consistent with their discipline. This paper will be submitted to the PRISM Director **during** the last week of the summer program.
7. Students will not enroll in face-to-face summer classes or hold other employment while participating in PRISM. Students wishing to take online summer classes must obtain approval from the faculty mentor.
8. Students and faculty must complete appropriate assessments for the program, as instructed by the PRISM Director.
9. Students will notify the PRISM Director of any circumstances that affect their ability to fully participate in PRISM as outlined above.