

COAST Undergraduate Student Research Support Program 2016-17

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Number: 1-408-638-0968

Meeting ID: 858 502 526

Topics

- General background on COAST
- History of Undergraduate Student Research Support Program
- Guidance document details
 - COAST home page: calstate.edu/coast
 - Right hand side under **Current Funding Opportunities**
- Questions?



COAST supports marine, coastal and coastal watershed related research



The open and coastal ocean

COAST supports marine, coastal and coastal watershed related research



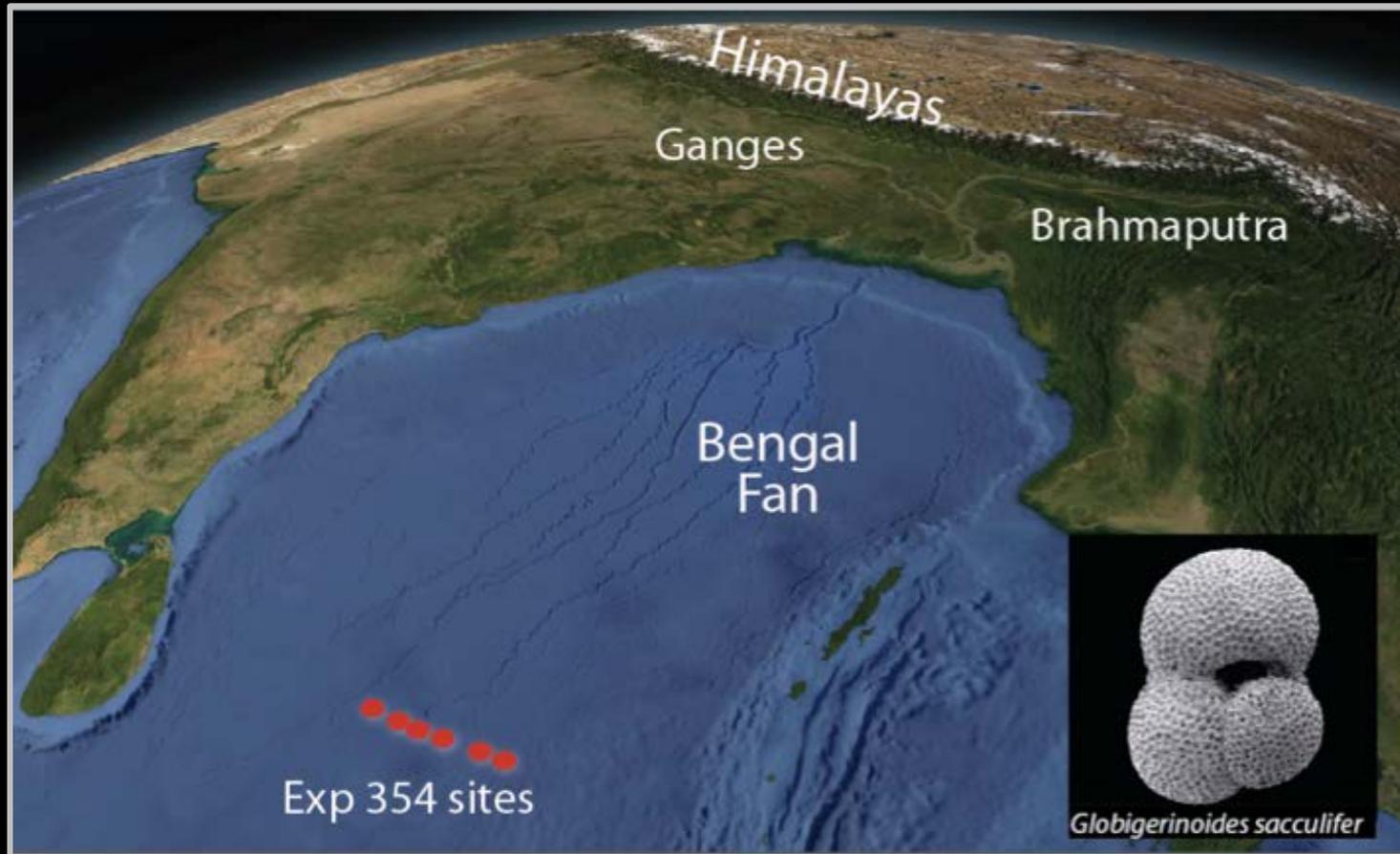
Coastal zones (bays, estuaries, beaches)

COAST supports marine, coastal and coastal watershed related research



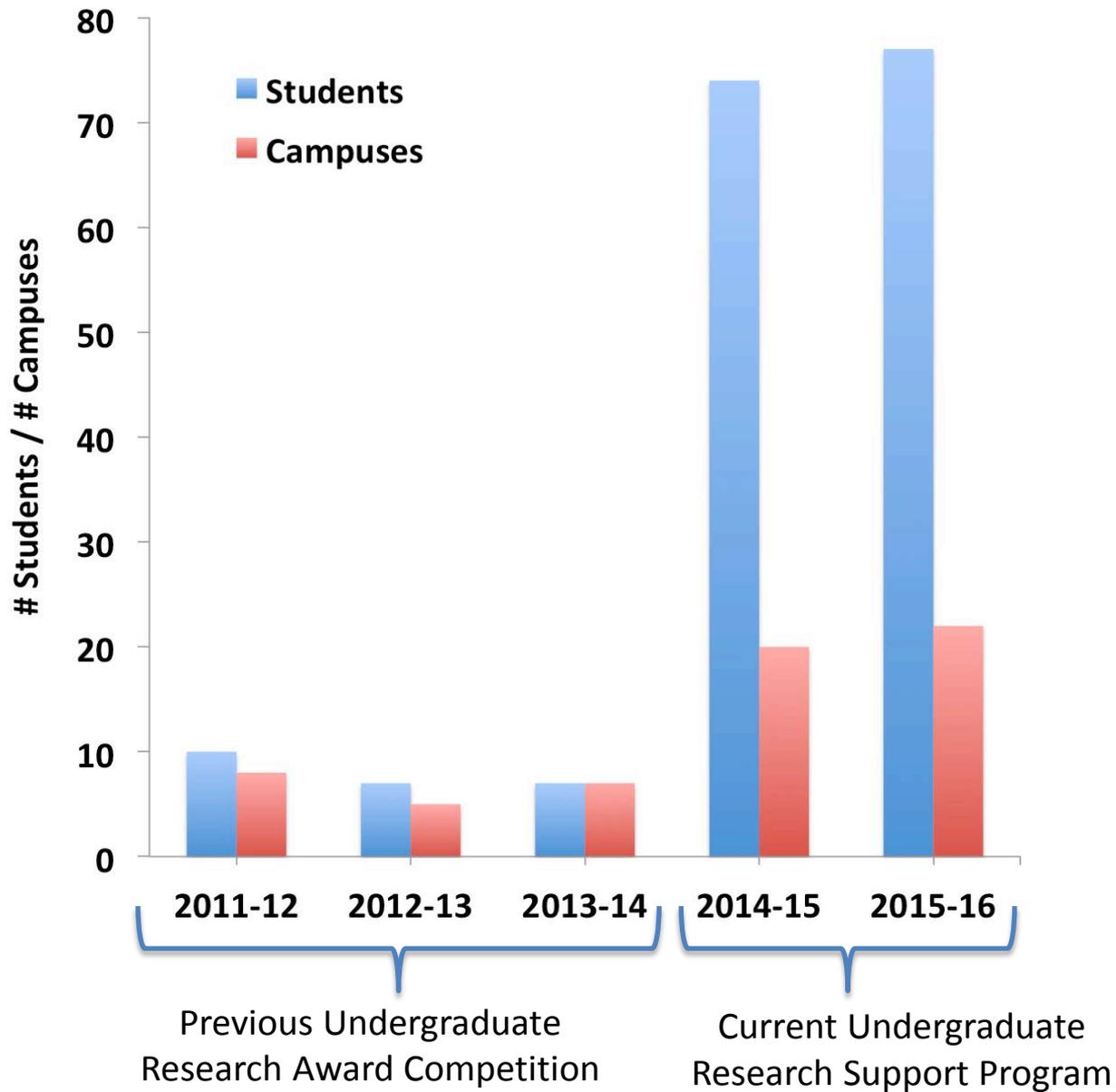
**Any organism, material or process in a coastal watershed that ultimately articulates with the coast
E.g., anadromous fish, surface and groundwater flow, water quality, land use, etc.**

Work supported by COAST is NOT limited to California



COAST Undergraduate Research

- CSU is a system of predominantly undergraduate institutions
- COAST had received and funded a limited number of Undergraduate Student Research Award applications in prior years
 - Limited campus participation
- Greater investment in undergraduate research needed



Undergraduate Research as a HIP

- Undergraduate research is a high impact practice (HIP)
 - Help students stay in STEM majors and graduate



\$2,500 to EACH campus to support marine, coastal and coastal watershed research by undergraduate students



Competitive system-wide Graduate Student Research Award Program still in place!!!



Deadline: Oct. 24, 2016 5:00 pm PDT

Details at <http://www.calstate.edu/coast>

COAST Governance

- Each campus has three Campus Representatives
 - Two Faculty Representatives
 - One Administrative Representative
- Campuses determine independently how their Representatives are chosen
- Representatives have official voting privileges on behalf of their campus
- Upon appointment, each Representative will agree to serve for a three (3) year term; there are no term limits

Campus Representative Role in UG Research Support Program

- Develop and implement program to award funds on each campus
 - Determine criteria for appropriate use of funds
 - Develop timeline to ensure success
- Allocation of funds
 - Application procedure
 - **Equity of opportunity and transparency**
 - **Advertise the opportunity broadly**
 - COAST faculty in many departments and colleges

Campus Representative Role in UG Research Support Program

- Ensure funding is used according to the principles and procedures *you develop on your campus*
- Report to COAST on activities supported and outcomes

Timeline

| | |
|----------|--|
| 08/16/16 | Funds transferred to each campus (completed) |
| 09/01/16 | Project period start date |
| 01/16/17 | Interim progress report due to COAST |
| 05/15/17 | Final report due to COAST |
| 06/15/17 | Reports due from students not working over the summer |
| 08/31/17 | Project period end date |
| 09/15/17 | Reports due from students working over the summer |

Undergraduate Student Requirements

1. CSU undergraduate student in good academic standing during application and award periods
2. Work with a CSU COAST faculty advisor (includes research associates, post-docs, etc.)
 - COAST listserve
 - Fresca profile
3. Participate in a clearly defined project that is aligned with one or more of COAST's goals
 - Page 1 of guidance document

What is a “clearly defined project”?

- Ideally, student can describe
 - Context
 - Hypothesis
 - Methodology
- Independent project not required
 - More than one student can work on or contribute to the same project

Joint projects

- Each student must
 - Apply separately
 - Be awarded a discrete amount individually
 - Write his/her own final report personally

Acceptable:

| Student Name | Title | Award Amount |
|--------------|----------------------------------|--------------|
| Student A | The effect of sunlight on plants | \$250 |
| Student B | The effect of sunlight on plants | \$250 |

Not Acceptable:

| Student Name | Title | Award Amount |
|-------------------------|----------------------------------|--------------|
| Student A and Student B | The effect of sunlight on plants | \$500 |

Award Requirements

- Funds must be designated for use by individual students, not allocated to a faculty member's lab or departmental program for general use
- Funds support work conducted September 1, 2016 – August 31, 2017



Possible Considerations and Criteria

- How many students should the \$2,500 support? What should be the size of any individual award?
- Minimum GPA?
- How early on or advanced students should be (first-year, second-year, etc.)?
- Should support be need-based or merit-based or a combination of the two?

Examples of Appropriate Expenses

- Wages paid directly to student researchers
- Research supplies or materials
- Sample analysis costs
- Training
- Travel
 - Field site to collect samples
 - Off campus facility to analyze samples
 - Learn skills directly related to research
 - Conference or meeting to present the results of research



Image courtesy of Karina Nielsen, SFSU

Administration Engagement

- College Budget Analyst should be consulted during announcement development to advise on allowable expenses and categories.
- College Budget Analyst should be informed of all awards when they are made.

Suggestions for Increased Success

- Do not set a deadline!
 - Set a date on which “Review of applications will begin”
- Do not set an award limit if anticipate limited participation



Management of Funds

- COAST has transferred funds to Science Deans' offices
- Campus Reps. and Deans should determine best accounting practices
 - Where funds will be maintained and who has access
- Campus Reps. are responsible for awarding the funds to individual students
- Awards should be managed by the faculty member supervising the student receiving support

Campus Reporting

- January 16, 2017: Interim progress report
- May 15, 2017: Final report
- Templates and instructions will be provided
- Required information
 - How the opportunity was advertised
 - How funding decisions were made

Campus Reporting

- Information for each student supported
 - First and last name, student ID number, email, phone
 - Major
 - Year (first year, second year, etc.)
 - Anticipated graduation date
 - Faculty advisor
 - Amount of support
 - Campus match (if applicable)
 - Project title

Student Reporting

- Each student must individually report on the impact of the support on his or her research project and overall undergraduate education



Image courtesy of HSU

Student Reporting

- Student reports to COAST must include:
 - Project title and abstract
 - Budget summary describing how the funding was used
 - Impact statement including how the award
 - Made the research project possible
 - Enhanced the student's undergraduate experience
 - Shaped their educational and career goals

Student Reporting

- Reports due June 15, 2017, for students **NOT** working over the summer
- Reports due Sept. 15, 2017, for students working over the summer



Financial aid considerations

- Students should also be advised that any funding could lead to a decrease in other forms of financial assistance
 - *Students should be strongly encouraged to consult with their campus financial aid office prior to accepting any support offered through this program*

Tax liability

- Students should be advised that they may be liable for State and Federal income tax on any funding provided directly to them as a stipend or wage
- Campuses may also consult with accounting, human resources and international programs staff to determine appropriate method of payment and any tax withholding requirements

Questions?



Image courtesy of HSU