Welcome and please:

- Mute your microphone
- Turn off your camera
- Submit questions through chat
THANK YOU!
Agenda

- What's new?
- Overview of SFP summer programs
- Student responsibilities and opportunities
- Expectations of mentors and co-mentors
- Support from administrative staff
- Challenges and concerns
- Summer schedule
- Q&A
4/1 SURF awards were delayed
4/2 Amgen Scholars program canceled
4/7 Non-CIT, international students from international schools canceled; VURP canceled
4/13 Survey of faculty about “remotability” of SURF projects
4/20 Shift to a completely remote summer
  **UNDERGRADS ARE NOT TO BE ON CAMPUS IN ANYWAY, SHAPE, OR FORM!**
4/21 SURF awards announced

Since 4/21...
- Lots of shuffling still going on
- Rethinking of hiring practices
- Planning for remote mentoring support, student support, enrichment activities, seminar day, etc.
Impact

SURF as of 5/4

<table>
<thead>
<tr>
<th></th>
<th>Applications</th>
<th>Awards</th>
<th>No award: Remote work not possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT</td>
<td>338</td>
<td>272</td>
<td>68</td>
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<tr>
<td>Visiting</td>
<td>138</td>
<td>65</td>
<td>56</td>
</tr>
</tbody>
</table>
2020 = 588 students!

2019 = 960

- SURF 337
- WAVE 30
- LIGO SURF 11
- GROWTH 6
- NASA Programs 204
2020 = 588 students!

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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</thead>
<tbody>
<tr>
<td>Caltech students</td>
<td>275</td>
</tr>
<tr>
<td>Visiting students</td>
<td>313</td>
</tr>
<tr>
<td>Doing research on campus</td>
<td>268</td>
</tr>
<tr>
<td>Doing research at JPL</td>
<td>254</td>
</tr>
<tr>
<td>Doing research off-campus</td>
<td>66</td>
</tr>
</tbody>
</table>
- SFP programs introduce UNDERGRADUATE students to the research enterprise under the guidance of seasoned research mentors.

- Application procedures and selection criteria vary among the programs, but the programs have similar elements:
  - Collaboration with mentors/co-mentors
  - Research proposals or project plans
  - Competitive application process
  - Ten weeks of research
  - Communication requirements
● Open to Caltech and visiting students
● $6,420 award for 10 weeks
● Cost-sharing available for Caltech students; mentors pay fully for visiting students
● Caltech students can SURF all over the world
WAVE Fellows

- Open to visiting students who are underrepresented in STEM
- Graduate school recruitment program
- $6,420 award; $580 supplement
- We often bring smaller programs with a focus on diversity in under this umbrella (BASE11, etc.)
- Cohort-based programming
Getting students started

- SFP students are hired as student workers non-benefit based
- Our office, along with International Student Programs (ISP) and Human Resources, process all hiring paperwork
- They are covered under workers compensation
- They will receive a Caltech UID#, IMSS account, and access. Caltech
- Students agree to abide by the Honor Code; sign a consent and release form and patent agreement; and are informed of key campus policies and resources
Things to know

- **Start and End dates**
  - Start date June 15
  - All SFP students must finish before the fall term begins
  - Breaks/vacations
  - Mentors must pay for any work done over 10 weeks

- **Pay dates**
  - June 26 and July 24
Educational requirements

- 10 weeks, full effort
- Safety training(s)
- 2 Interim reports
- Abstract
- Final paper
- Final presentation
Co-curricular activities

- Wednesday Seminars
- Whitney Workshop Series
- Weekly lunches for WAVE
- Student-Faculty Dinners
- Social and cultural events
- JPL-tour
- SFP House Ambassadors
- Lab meetings and any online activities
Mentors and Co-Mentors: Who are they?

- Mentors
  - Faculty
  - Senior research staff
  - Certain postdocs

- Co-Mentors
  - Postdocs
  - Senior graduate students
  - Technical staff
**Expectations: Mentor**

**Responsible for overall research quality and expectations, financial oversight, and safety**

- Prepare for student's start
- Supervise research activity
- Fund all research expenses
- Ensure that student completes the full ten-week program
- Not provide student with export controlled information
- Collaborate with students on the preparation of all requirements
Expectations: Co-Mentor

**Responsible for the day-to-day supervision of student and project**

- Encourage and guide students toward intellectual ownership
- Include student as a colleague in all aspects of research and group life
- Help initiate interaction with mentors
- Provide advice, encouragement, guidance, and wisdom
- Practice clear communication around expectations, project outcomes, and lab/group culture.
- Discuss academic and professional paths.
Role of the Administrative Contact

- Helping students gain access to faculty mentor
- Providing PTAs (PTA changes get made by SFP)
- Helping a student get started: access to any servers or online platforms
- Including student in lab/group events
- Identifying possible problems early
- Helping us get in touch with mentors!
Summer issues/Challenges

- Student wants to start early, late, or take a vacation
- Student isn’t working or working very hard
- Student isn’t responsive to emails
- Student seems depressed
- Co-mentor/mentor is too busy, doesn’t really care about working with student, unhappy about how things are going
- Mentor isn’t around much and unable to support co-mentor or student
- Workplace accident or injury
- NEW CHALLENGE
  - Keeping students engaged and feeling like part of a scholarly community!
- Student-Faculty Programs Office
- Environment, Health, and Safety
- Workers’ Compensation
- Counseling Center (for CIT students only)
- Dean’s Office

PLEASE inform SFP if you are handling a concern or crisis or if you need assistance. Support mentors and co-mentors in doing the same.
## Update dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>June 15</td>
<td>Official Start of Summer</td>
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<tr>
<td>June 26</td>
<td>1st Pay date</td>
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<tr>
<td>July 17</td>
<td>1st Interim Report Due</td>
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<tr>
<td>July 24</td>
<td>2nd Pay date</td>
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<tr>
<td>August 4</td>
<td>2nd Interim Report Due; Abstract Due</td>
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<tr>
<td>August 4</td>
<td>Official Last Day of program</td>
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<td>August 20</td>
<td>Summer Seminar Day??</td>
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<td>September 25</td>
<td>Deadline for final reports</td>
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<td>October 17</td>
<td>SURF Seminar Day??</td>
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<td>November 1</td>
<td>Deadline for mentor approval of final reports</td>
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We are here for you!

sfp@caltech.edu